

Government eProcurement System of National Informatics Centre

Instructions to the Bidders for filling the Billing of
Quantity(BoQ)

(GePNIC Version 1.09.06)

FILLING A ITEM RATE BOQ

- This document assists you on how to fill the Item Rate BoQ(Bill of Quantity).
- The Bidder can download the BoQ by making the tender as favorite.
- In the BoQ sheet, enter the following details,
 - Enter your Name in the field of Bidder Name.
 - Enter the Basic rate against each item in the column M
 - Check the total and click validate.
 - Once the validations are successful save the BoQ file in the same name as given and upload the BoQ.
 - Otherwise correct the error found and then validate and upload.



BID MANAGEMENT

My Tenders

Search

Tender ID

Tender Title

Clear

Search



My Tenders

S.No	Tender ID	Tender Reference Number	Tender Title	View
1	2018_NIC_54601_1	Tender Goods	Supply of Desktop Computers at NIC	

Click View
icon

Contract Type	Tender	Bid Validity(Days)	90	Period Of Work(Days)	21
Location	NEW DELHI	Pincode	110003	Pre Bid Meeting Place	NA
Pre Bid Meeting Address	NA	Pre Bid Meeting Date	NA	Bid Opening Place	NEW DELHI

Critical Dates					
Publish Date	24-Jan-2018 12:15 PM	Bid Opening Date	26-Jan-2018 12:05 PM		
Document Download / Sale Start Date	24-Jan-2018 12:15 PM	Document Download / Sale End Date	26-Jan-2018 12:00 PM		
Clarification Start Date	NA	Clarification End Date	NA		
Bid Submission Start Date	24-Jan-2018 12:15 PM	Bid Submission End Date	26-Jan-2018 12:00 PM		

Tender Documents					
NIT Document	S.No	Document Name	Description	Document Size (in KB)	
	1	Tendernotice_1.pdf 	NIT for Supply of Desktop Computer, NIC	26.72	
 Download as zip file					
Work Item Documents	S.No	Document Type	Document Name	Description	Document Size (in KB)
	1	BOQ	BOQ_50809.xls	Price Bid	282.50
	2	Tender Documents	Tender_Doc.pdf	Tender Document	56.03

Tender Inviting Authority	
Name	Director,NIC
Address	NIC,NEW DELHI

[Back](#)
[Proceed For Bid Submission](#)

Monitor					
Tender Value in ₹	0.00	Product Category	Hotel/ Catering	Sub category	NA
Contract Type	Tender	Bid Validity(Days)	270	Period Of Work(Days)	30
					NA
					New Delhi

2:30 PM
2:30 PM

2:30 PM

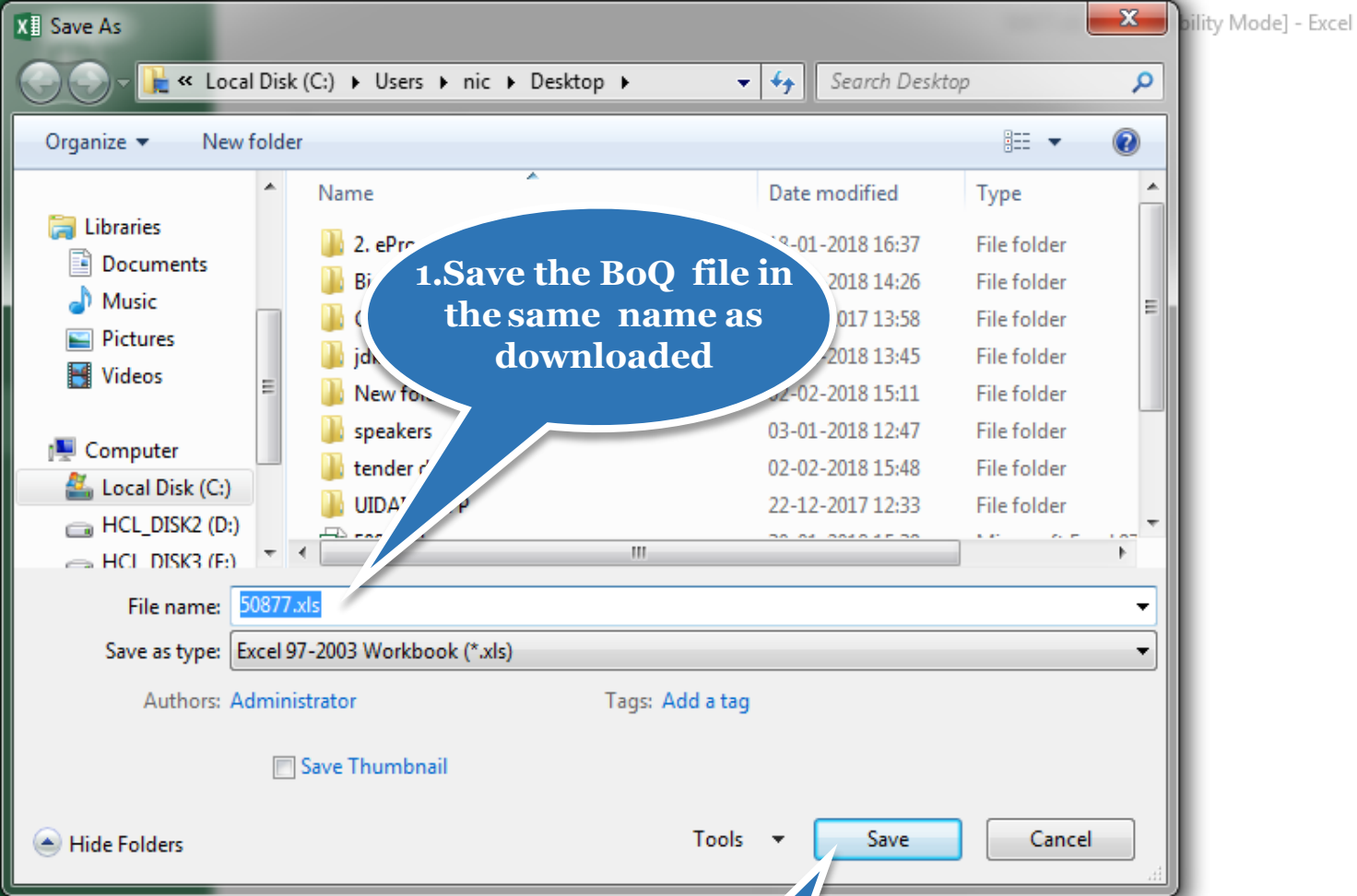
ment
(in KB)
26.72

as zip file

ment
(in KB)
342.50
56.03

Name	Director
Address	New Delhi

Back Proceed For Bid Submission



FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW

Clipboard Font Alignment Number Styles Cells Editing

Font: Arial, 11, Bold, Italic, Underline, Color, Background Color, Paragraph, Merge & Center

Number: General, Percentage, Decimal, Fraction, Text

Styles: Conditional Formatting, Format as Table, Cell Styles

Cells: Insert, Delete, Format

Editing: AutoSum, Fill, Clear, Sort & Filter, Find & Select

B8 ABCD

Validate Print Help **Vise BoQ**

Tender Inviting Authority: **NIC Demo**

Name of Work: **Supply of Computers**

Contract No: **Computer/NIC**

Name of the Bidder/ Bidding Firm: **ABCD**

1. Enter the name of the Bidder here

PRICE SCHEDULE
 (DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)
 (This BOQ template must not be modified/replaced by the bidder and the same should be updated after filling the relevant columns, else the bidder is liable to be rejected for this tender.
 Bidders are allowed to enter the Bidder Name and Values only)

NUMBER	TEXT	NUMBER	TEXT	NUMBER	NUMBER	NUMBER	NUMBER	NUMBER	TEXT
Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs.	GST Amount in INR Rs.	Any Other Taxes in Rs.	TOTAL AMOUNT Without Taxes in Rs.	TOTAL AMOUNT With Taxes in Rs.	TOTAL AMOUNT In Words
1	Supply of Computers								
1.01	Ultrabook	15.00	Nos	50000.00	1800.00		750000.00	751800.00	INR Seven Lakh Fifty One Thousand Eight Hundred Only
1.02	Notebook	62.00	Nos	25000.00	1200.00		1550000.00	1551200.00	INR Fifteen Lakh Fifty One Thousand Two Hundred Only
1.03	PC	43.00	Nos	75000.00	2600.00		3225000.00	3227600.00	INR Thirty Two Lakh Twenty Seven Thousand Six Hundred Only
Total in Figures							5525000.00	5530600.00	INR Fifty Five Lakh Thirty Thousand Six Hundred Only
Quoted Rate in Words									

2. Enter the rate and taxes as appropriate against each item

3. Check the Total Value

BoQ1

50877.xls [Compatibility Mode] - Excel

FILEHOMEINSERTPAGE LAYOUTFORMULASDATAREVIEW

CutCopyFormat Painter

Clipboard

Arial11

B

I

L

Font

Wrap Text

Align Center

Alignment

General

%

Number

Conditional Formatting

Format as Table

Cell Styles

Styles

Insert

Delete

Format

Cells

AutoSum

Fill

Clear

Editing

Sort & Filter

Find & Select

B8

ABCD

ValidatePrintHelp

Vise BoQ

Tender Inviting Authority: NIC Demo

Name of Work: Supply of Computers

Contract No: Computer/NIC

Name of the Bidder/ Bidding Firm

ABCD

Click Validate

PRICE SCHEDULE

(DOMESTIC TENDERS - RATES ARE TO GIVEN IN RUPEES (INR) ONLY)

(This BOQ template must not be modified/replaced by the bidder and the same should be updated after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER	TEXT	NUMBE	TEXT	NUMBER	NUMBE	NUMBER	NUMBER	NUMBER	TEXT
Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs.	GST Amount in INR Rs.	Any Other Taxes in Rs.	TOTAL AMOUNT Without Taxes in Rs.	TOTAL AMOUNT With Taxes in Rs.	TOTAL AMOUNT In Words
1	2	4	5	7	9	11	13	14	15
1	Supply of Computers								
1.01	Ultrabook	15.00	Nos	50000.00	1800.00		750000.00	751800.00	INR Seven Lakh Fifty One Thousand Eight Hundred Only
1.02	Notebook	62.00	Nos	25000.00	1200.00		1550000.00	1551200.00	INR Fifteen Lakh Fifty One Thousand Two Hundred Only
1.03	PC				2600.00		3225000.00	3227600.00	INR Thirty Two Lakh Twenty Seven Thousand Six Hundred Only
Total in Figures							5525000.00	5530600.00	INR Fifty Five Lakh Thirty Thousand Six Hundred Only
Quoted Rate in Words				INR Fifty Five Lakh Thirty Thousand Six Hundred Only					

Sheet name should not be changed

BoQ1

Government eProcurement System

NIC NATIONAL INFORMATICS CENTRE



Thank you

END OF FILLING ITEM WISE BOQ

(GePNIC Version 1.09.06)