

Technology Development Fund Scheme

DOs AND DON'Ts FOR RFP BIDDERS

DO's

- **Submit two parts of RFP correctly** – Techno Commercial Bid (Part-A) and Financial Bid (Part-B) in separately with clear marking with project number, title and bid type, as per Bid Submission Guidelines.
- **Sign and submit the Eligibility Certificate** in advance to participate in Pre-bid.
- **Quote only in INR in Financial Bid.**
- **Clearly mark first page of all attachment** with suitable titles.

DON'Ts

- **Don't mix technical and commercial information.** Commercial information is to be submitted separately from Technical Information.
- **Don't ignore mandatory eligibility points** (ownership pattern, MSME status, prior experience where asked, financials); if you can't comply, seek a clarification instead of leaving gaps.
- **Don't ignore communication from DTDF / DRDO** after submission; clarifications on DPR or commercial bid may be time-bound.
- **Don't request for unnecessary extension of due date** - The extension in due date is normally not granted.
- **Don't seek clarification in last 03 working days.**