



e- Momarasah **(Online Price Negotiation)**

RULES OF PARTICIPATION

@Momarasah Title & No _____

KNPC will conduct e-Momarasah (online Price Negotiation event) using KNPC's e-Sourcing Portal (<https://esourcing.knpc.com>) vide application module 'Auctions/ e-Momarasah', as part of this Momarasah.

The e-Momarasah event will be held on **DD/MM/YYYY at ##:## am/pm KUWAIT Time.**
(Bidders will be notified the date and starting time for this e-Momarasah through fax or CWP message)

This document defines the specific rules of engagement for participating Bidders in reference to the provision of Services and / or Products related to this Momarasah.

Overview

Based on evaluation of all responses to the above Momarasah, bidders are invited to participate in this e-Momarasah event. Access will be limited to invited bidders only. KNPC will manage the operational aspects of the e-Momarasah event and has the overall responsibility for its proper technical and procedural implementation.

Configuration

The e-Momarasah event will have a configuration with participating bidders providing Total Contract Price during the event.

Prior to the e-Momarasah, invited bidders are advised to:

Either

- Use the 'Pricing Sheets issued along with the Tender Documents (bidder shall use the latest format issued in case of revision through PTM & Addendum(s) to PTM).

Or

- Use the 'revised' Pricing Sheets which will be provided to bidders prior to e-Momarasah event.

Hence, please note that bidders will be submitting Total Contract Price in the e-Momarasah event.

Upon conclusion of e-Momarasah event, bidder shall submit his Final Bid Price (same as last price entered during the e-Momarasah event), including price breakdown as required, in Pricing Sheets available in the issued tender documents, duly stamped and signed, through e-Sourcing Portal prior to 13:00 hrs Kuwait Time on the bid closing date instructed by KNPC.



In case of discrepancy between the final bid price quoted during the e-Momarasah event and price quoted in the **@Form of Tender/ Attachment No.1 to Form of Contract**, the price quoted during e-Momarasah event shall be considered as final and binding on the bidder.

Since Technical assessment has been completed, participating bidders shall submit only their commercial offer (Bid Price) during e-Momarasah event. KNPC will not accept any technical changes during or after e-Momarasah event.

If Bidder fail to participate in e-Momarasah, then their original price will be considered.

After having participated in e-Momarasah, in case bidder fails to submit duly completed, signed and stamped Pricing Sheets (**@Form of Tender and its attachments / Attachments to Form of Contract**) available in the issued tender documents, by the bid closing date and time, filled with their final bid price as quoted during the e-Momarasah, then their bid shall be rejected and KNPC reserve the right to take actions as it deems appropriate such as, but not limited to, confiscation of **@bid bond** or suspension from participation in future tenders for a defined period or both or any other actions as deemed appropriate by KNPC.

Posting bid prices during e-Momarasah event

At the start of e-Momarasah event, the system will display respective bidder's price, submitted at the last bid closing date. Bidders may then decrease their bid prices in line with the minimum/maximum bid decrements set for the e- Momarasah event.

As and when the Bidder posts revised bid price, their current Commercial Rank position will be visible, but this is not to be considered as Final Ranking or confirmation of Successful Bidder.

During the e-Momarasah event, participating bidders will be able to post their Bid prices. Upon posting each Bid Price, the system will request confirmation from the bidder for each submitted Bid Price. Confirmed Bid Price is considered binding.

Bidders are requested to prepare their Bid prices based on Momarasah Pricing Sheets and keep it convenient for posting bid prices during the course of e- Momarasah.

KNPC will have the discretion to conduct further rounds of e- Momarasah and bidders will be informed accordingly.

Price visibility

During the e-Momarasah event, participating bidders:

- Will NOT have access to any information which could identify any of the competing bidders.
- Will be able to view their own current bid as well as their current COMMERCIAL Rank.
- Will be able to view current Lowest Price by any bidder

Duration

The e-Momarasah will run for duration of **@30 minutes** from the scheduled commencement of e-Momarasah event.



Once the Time Remaining is less than 3 minutes and bidder enter a new bid, 3 additional minutes would be added to the remaining bid time. For example: In case a new bid is entered when remaining time is 1 minutes and 38 seconds, the remaining time will change from 1:38 to 4:38 after bid was entered. This is to allow all bidders the necessary time to place a competing bid if appropriate. This time extension will be applied continuously whenever a bid is placed within the last 3 minutes.

The e-Momarasah will close once the time duration specified above has elapsed and there are no further bids within the final 3 minutes. It is highly recommended that participating bidders place their bids well in advance of the last remaining minutes in order to avoid the risk of not being able to submit a bid prior to e-Momarasah closure.

Bid Decrements

The e-Momarasah event will comprise of Minimum and Maximum bid decrement setup as described below or as advised in invitation to participate sent to bidders vide fax or CWP message.

Minimum Bid decrement

Bidders will able to place multiple bids during e-Momarasah. To place a valid bid, bidders must reduce their own bid by at least the minimum bid decrement.

Bidders will be notified minimum decrement value through fax or CWP message inviting bidder to participate in the e-Momarasah event.

For example, if minimum bid decrement is KD 500/- and the bidder's current bid is KD 50,000/- then, the subsequent decreased bid price should be equal or less than KD 49,500/-. The system will not accept bids that do not comply with minimum bid decrement.

Maximum Bid decrement

A bidder is allowed to enter a new bid not lower than 80% of the current lowest bid price.

The system will not allow to enter a new bid price lower than 80% of the current lowest bid price.

For example, if the current lowest bid price is KD 50,000/-, then a bidder can enter a new bid not lower than KD 40,000/-.

Note: e-Momarasah event structure and configuration (bid decrements etc.) may be modified prior to the e-Momarasah event. In such cases, bidders will be notified in advance of the e-Momarasah event commencement through an invitation to participate sent to bidders vide fax or CWP message.

Event suspension/resumption

Should any bidder experience any technical difficulties during the e-Momarasah, the bidder should immediately contact KNPC e-Momarasah hotline on **+965 23887229** to report the problems. If required, KNPC will suspend the e-Momarasah in order to provide the bidder enough time to re-establish system connectivity. A new time and duration will be established for e-Momarasah event resumption.



In case problems are reported in the last few minutes of the e-Momarasah event, KNPC will not be able to ensure e-Momarasah event suspension. It is therefore highly recommended that participating bidders post their bids well in advance of e-Momarasah closing time.

Awarding method

Bid prices posted during e-Momarasah event will be part of KNPC's overall assessment of tender offers. The Commercial rank shown to bidders in the e-Momarasah monitor considers bidders' last price posted during the e-Momarasah event.

At the end of e-Momarasah, the bidder commercially ranked 1st (i.e. first lowest priced bid) will NOT necessarily be considered as Awarded or Successful bidder.

Bidders should ensure that their closing bids pricing reflects their best and final offer.

Note: KNPC reserves the right to Award or Not to Award contract based on the outcome of the e-Momarasah event.

"e-Momarasah User Guide for bidders" and "Rules of Participation English e Momarasah Template"

Bidders shall familiarize themselves with and "**e-Momarasah User Guide for bidders**" for e-Momarasah (Online Price Negotiation) available in Commercial Web Page under Commercial documents tab in the following link.

<https://esourcing.knpc.com/esop/kuw-kpc-host/public/web/commercial-documents.html>

A template of "**Rules of Participation**" is also available in Commercial Web Page under Commercial documents tab in the following link for reference; however, "Rules of Participation" applicable for a Momarasah shall be sent to bidders invited for e-Momarasah for specific Momarasah separately.

<https://esourcing.knpc.com/esop/kuw-kpc-host/public/web/commercial-documents.html>

General Conditions

For all terms and conditions not included in the present Terms & Conditions, all parties shall refer:

- All documentation provided by KNPC to bidders prior to the e-Momarasah pertaining to this Momarasah.