

MEETING MINUTES

Sub: Minutes of the ELEMENT SPMU Procurement cum Purchase Committee regarding opening of financial proposal received from the bidders in relation to Hiring of Agency for Financial Management Technical Support Consultancy of ELEMENT Nagaland.

A meeting of the ELEMENT Procurement cum Purchase Committee for the Opening of Financial Proposal received from the eligible bidders regarding hiring of agency for Financial Management Technical Support Consultancy of ELEMENT Nagaland was held on 16th December, 2025 at the Conference Room of the ELEMENT Office. The meeting was chaired by the Deputy Project Director- Administration, Finance, Procurement & Audit and attended by the Committee members.


The following points were discussed and decided upon:

1. **Opening of financial proposal:** The financial proposal was opened through the nagalandtenders.gov.in portal in accordance with the Procurement procedures based on the Request for Proposal (RFP).
2. **Decryption of the Digital Signature Certificate (DSC):** As per protocol a minimum of 2 out of the 3 designated DSCs were required to open and access the RFP. The documents were opened using the DSCs of the Procurement Specialist and the Finance Specialist.
3. **Financial bid:** The financial proposal submitted by the eligible bidders were opened in the presence of the Evaluation Committee. The quoted amount by the proposal was read aloud in presence of the committee. The total prices quoted are as mentioned below:

Sl. No.	Name of Firm	Total amount excluding taxes	Taxes (GST)	Total amount including taxes
1	DAVINDER S JAAJ AND CO	49,60,000	8,92,800	58,52,800.00
2	KRISHNA K AND CO	66,60,000	11,98,800	78,58,800.00
3	SANJAY HAZARIKA AND Co	16,92,000	3,04,560	19,96,560.00
4	C K PRUSTY AND ASSOCIATES	49,00,000	8,82,000	57,82,000.00

4. The Chairperson informed that the Financial Proposal has to be evaluated in accordance with the RFP and the Combined Evaluation Report be prepared for the award of contract.

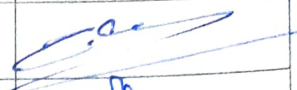

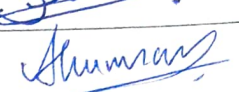
The meeting ended with thanks from the Chair.


(CHONPENTHUNG EZUNG) NCS
Deputy Project Director, ELEMENT

ATTENDANCE SHEET

Date: 16-12-25

Financial opening of Financial Management Technical Support Consultancy

Sl. No	Name	Designation	Signature
1.	Shri. Chonpenthung Ezung	Deputy Project Director-AFPA	
2.	Shri TEMSU LONGKHUER	FINANCE OFFICER	
3.	THOTREI MUNAH	Finance Expert	
4.	AKUMSASIT AO	Procurement Expert	
5.	KEVILENUO	Asst. Finance	