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नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड

(भारतसरकारकाउद्यम)

NORTH EASTERN ELECTRIC POWER CORPORATION LTD

(A GOVT. OF INDIA ENTERPRISE)

CIN U40101ML1976GOI001658

OFFICE OF THE EXECUTIVE DIRECTOR (CONTRACTS & PROCUREMENT)

BROOKLAND COMPOUND::LOWER NEW COLONY

SHILLONG-793003, MEGHALAYA

Website: www.neepco.co.in Email: contract_neepco@yahoo.com FAX: +91 364-2222578

NIB No. 211 dated 16/08/2016

Detailed Notice Inviting Bid
(Domestic Competitive Bidding)

For

Annual Maintenance of Local Area Network (LAN) installed at different locations of NEEPCO.

North Eastern Electric Power Corporation Ltd., (NEEPCO), a Public Sector Enterprise under the Ministry of Power, Government of India, invites e-tenders from prospective experienced bidders under the Single-Stage Two-Envelope bidding system through Domestic Competitive Bidding (DCB) route for Annual Maintenance of Local Area Network (LAN) installed at different locations of NEEPCO.

The Scope, Qualifying requirements and other terms & conditions of this NIB are indicated hereunder:

A Scope of work:

1. To provide Annual Maintenance Contract Services for Local Area Network (LAN) system, comprising the active components and accessories as mentioned in Technical Specification of the Bid document, installed at the following locations:
 - a. NEEPCO's Corporate Office, Brookland Compound, Lower New Colony, Shillong.
 - b. Kopili Hydro Electric Plant (KHEP), Umrongso, Dima Hasao District, Assam.
 - c. Agartala Gas Turbine Combined Cycle Power Plant (AGTCCP), Ramchandra Nagar, Tripura (West).
 - d. Assam Gas Based Power Plant (AGBP), Bokuloni, Dibrigarh, Assam.
 - e. Ranganadi Hydro Electric Plant (RHEP) Administrative Complex & Power House, Yazali, Lower Subansiri District, Arunachal Pradesh.
 - f. Tripura Gas Based Power Project (TGBPP), Monarchak, Sonamura, Tripura (West).
2. Maintenance services shall consist of preventive and corrective maintenance on site including supply & replacement of spares & parts for LAN components as required during the period of contract.
3. The scope of the Contract will include 2(two) half yearly onsite servicing in a year and any numbers of breakdown calls. During the period of the contract the system



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shall be serviced and maintained to ensure that all the equipment are functioning normally and satisfactorily.

1. QUALIFYING REQUIREMENT OF BIDDERS

1.1 The bidder shall have the following qualifying criteria for participating in the this tender :

1.1.1 Technical:

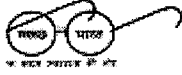
- a. The Bidder shall be an authorized partner / dealer of OEM. The bidder shall submit the manufacturer's authorization letter(s), duly authorizing the bidder to participate in the instant tender indicating tender number in prescribed format (provided in vol-3 Forms & Schedules). Power of Attorney in respect of the signatory of the authorization letter, drawn on non-judicial stamp paper and duly notarized shall be submitted.
- b. The Bidder shall have experiences in the field of maintenance of similar nature i.e. maintenance of LAN and its equipment viz. Routers, Switches etc. during the last 5 (five) consecutive years at the time of bid submission. The Bidder must support documentary evidences in support of this experience like Certificates of satisfactory services from the client indicating period of such works/contract and the equipment covered.
- c. The bidder shall have experiences of successful execution of similar nature of Annual Maintenance Contract (AMC) i.e. maintenance of LAN equipment in any State/Central Government Department or any State/Central Public Sector Undertaking or any State/Central Public Sector Banks as under:
 - i. Three similar AMC, each of value not less than Rs.7 lakh during the last five consecutive years (ending on the last day of the month previous to the one in which the tenders are invited).

OR
 - ii. Two similar AMC, each of value not less than Rs. 11 lakh during the last five consecutive years (ending on the last day of the month previous to the one in which the tenders are invited).

OR
 - iii. One similar AMC, each of value not less than Rs. 17 lakh during the last five consecutive years (ending on the last day of the month previous to the one in which the tenders are invited).



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The Bidder shall submit copies of work order(s) in support of above qualification along with Certificate of satisfactory service against such order(s) from the respective organizations. In case of more than one order, orders from the same organization shall be considered as one order even though the same are issued at different time and for different locations. As such, the bidders shall ensure that to meet the criteria, the bidder shall submit orders from different organizations in case of more than one order.

- d. Bidder should have full-fledged Service setup(s)/ Service Center(s) either at Shillong or Guwahati. Details of such Service setup(s) / Service Center(s) indicating complete address, names of persons and contact details shall have to be furnished.

1.1.2 Financial Capability:

a. Minimum Average Annual Turn Over (MAAT):

The average annual turnover of the bidder in the best 3 (three) financial years out of the last 5 (five) years financial year should not be less than Rs.32.40 lakh. Other income will not be considered for arriving at annual turn over.

b. Net Worth:

The Net Worth of the bidder as on last day of the preceding financial year shall not be less than 50% of the Paid up Share Capital.

The Net Worth shall be calculated based on Subscribed and Paid-up Capital + Free Reserves + Unallocated balance surplus amount of Profit & Loss Account if not reduced from Reserves.

Complete Audited Annual Reports along with Audited Balance Sheets, Profit and Loss Account & detailed Schedule and other financial statements for the preceding 5(five) financial years, ending 31st March of the previous Financial Year, along with Letter of adequacy and commitment from their Bankers/Financial Institutions of International repute should be furnished along with their bids for evaluating the above financial criteria. In case where the audited results of the preceding financial years are not available, certified financial statements from a practicing Chartered Accountant will be also be considered acceptable.

(c) Liquid Assets:

The bidder should have liquid assets or / and evidence to availability of unutilized credit facilities of not less than Rs. 4.50 lakh

The certificate of the Banker regarding the availability of unutilized credit facility should not be dated earlier than 30 (thirty) days prior to the date of opening the bid.



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(d) Bid Capacity:

The available Bid Capacity of the Bidder at the time of submission of Bid, calculated as under should not be less than Rs. 21.60 Lakh.

Bid Capacity = $A \times N \times 2 - B$; where,

A = maximum value of works executed in any one year during last 7 (seven) years (at current price level).

N = Completion time of the proposed work in years.

B = Value at current price level of existing commitments and on going works to be completed during next N years.

Bid capacity shall be assessed at the time of submission of Techno-commercial Bid, for which the bidder shall have to submit documentary evidence in support of "A" & "B" above along with their Bid.

1.2 Documentary evidences in support of qualifying requirements, as mentioned under clause No. 1.0 above shall be submitted along with the Techno-Commercial bid. Bids submitted without fulfilling the qualifying requirements shall be rejected.

1.3 The bidder shall furnish copies of the following Registration Certificates;

- Registration for Service Tax;
- Registration for CST;
- PAN (Permanent Account Number) for Income Tax

1.4 The successful bidder may require to have the valid trading license issued by Khasi Hills Autonomous District Council (KHADC) for Non-tribal bidders for their works within East Khasi Hills District i.e. Shillong. In case of award, the successful bidder shall submit the license prior to start of the work.

1.5 The bidders shall also provide satisfactory evidence with respect to the following:

- They do not anticipate change in the Ownership of their concern during the proposed period of work. If such a change is anticipated, the scope and effect thereof shall be defined.
- They have adequate financial stability and status to meet the financial obligations pursuant to the scope of the works. They shall submit copies of their audited Annual Reports and balance sheet for the last



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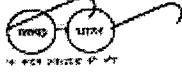
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- 5 (five) years and the latest Sales Tax Clearance Certificate and latest Banker's certificate indicating amount in support of solvency.
- (c) In case bidders are unable to furnish such certificates, they shall give valid reason for the same. The Owner reserves the right to reject any bid if Sales Tax Clearance Certificate or the reasons for the bidders' inability to furnish such a certificate are not mentioned in the bids.
- 1.6** Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any bank.
- 1.7** The above requirements are minimum and the Owner reserves the right to request for any additional information and also reserves the right to reject the proposal of any bidder if, in the opinion of Owner, the qualification data furnished by the bidder is incomplete or the bidder is found to be not qualified to satisfactorily perform the works.
- 1.8** Notwithstanding anything stated above, the Owner reserves the right to assess bidders' capability and capacity to perform the work, should the circumstances warrant such an assessment, in the overall interest of the Owner.
- 1.9** Each bidder shall submit only 1 (one) bid. A bidder who submits or participates in more than 1 (one) bid will be disqualified.
- 2.0 Conditions for Micro & Small Enterprises (MSEs) :**
- 2.1** The bidders participating as Micro/Small Enterprises (MSE) shall submit an Undertaking in the prescribed format (Form D, Vol-3) declaring the status of their firm under the provisions of Micro and Small Enterprises along with a copy of the relevant document/ certificate issued by any of the Authority mentioned below:
- District Industries centers
 - Khadi and Village Industries Commission
 - Khadi and Village Industries Board
 - National Small Industries Corporation (NSIC)
 - Directorate of Handicrafts and Handloom
- 2.2** Any other Body specified by Ministry of Micro, Small and Medium Enterprises. The MSEs owned by Scheduled Caste (SC) & Scheduled Tribe (ST) entrepreneurs, the SC/ST certificate issued by District Authority must be submitted in addition to certificate of registration with any one of the agencies mentioned above. The bidder shall be responsible to furnish necessary documentary evidence to ascertain that the MSE is owned by SC/ST. MSE



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owned by SC/ST is defined as : a) In case of proprietary MSE, proprietor(s) shall be SC /ST b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the enterprise. c) In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

2.3 The registration certificate issued from any one of the above agencies must be valid as on close date of the tender. The successful bidder should ensure that the same is valid till the end of the contract period.

2.4 The MSEs who have applied for registration or renewal of registration with any of the above agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption/preference.

2.5 The MSEs registered with above mentioned agencies/bodies are exempted from payment of Bid Fees and Earnest Money Deposit(EMD).

3.0 Participation in Bids:

3.1 Portal Registration for e-tendering:

The bidders intending to participate in the e-tendering and to download the detailed bid document have to register themselves in the NEEPCO's e-tendering portal <https://neepco.abcprocure.com>. The registration once registered shall be valid for one year from the date of registration.

The Bidders who have already registered in NEEPCO's e-tendering portal having valid registration need not to register again. However, such bidders are to ensure that their registration is valid till the completion of the entire bidding process of the relevant NIB.

3.2 Portal Registration fee:

The fees for Bidder Registration in the portal is Rs.3000.00 (Rupees three thousand) only per year (Non-refundable).

3.3 The procedures for registration in the e-tendering portal are as under.

Step-1: Visit the e-tendering portal <https://neepco.abcprocure.com>

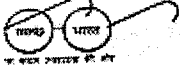
Step-2: Click on new bidder registration and submit the online Form for company /bidder details required.

Already registered bidder having a valid registration may directly **log-in** the e-tendering portal.

Step-3: Payment for Bid registration in the e-tendering portal:



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Bidders shall make payment of non-refundable Bidder registration fee of Rs.3000.00 (Indian Rupees Three thousand only) online through the payment gateway of e-procurement portal.

Step-4: After payment of bidder registration fee, the scanned copy of payment receipt should be sent along with the bidder's details at email id: contract@neepco.gov.in or contract_neepco@yahoo.com to advise the service provider for approval of the Bidder. Bidders may contact Sri R. Ramasami, Manager(C), Cell No. +91 9436704369 to get confirmation regarding receipt of bidder registration fee.

Step-5: After successful payment, the bidder has to map the digital certificate (Class-II or Class -III Signing & Encryption Certificate) with his login-id as per the name of the registered company for approval process. For registration & Digital Certificate related information, the bidders may contact the Service Provider at :

Mr. Himalaya Vaishnav

Phone No. +91 79 40016866/38/21/18

Mobile No.09099090830

Email info@abcprocure.com

Step-6: On approval of the bidder in the system, e-mail will be sent by the Service Provider to the Company/bidder regarding their bidder profile activation.

3.4 For any clarification related to procedure for bid submission, online furnishing of clarification in e-procurement portal etc, bidders may contact:-

e-Procurement Technologies Ltd

A - 201-208, Wall Street - II / Opp. Orient Club

Nr. Gujarat College / Ellisbridge

Ahmedabad - 380015.

Gujarat, India

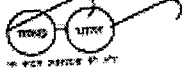
Tel : +91-79-40016802 - 77

Cell:+91-9374519754 | 9377988119 |.

3.5 All the bidders are requested to get themselves registered well in advance and no extra time will be considered for submission of bids for the delay in on-line Vendor Registration, if any.



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3.6 Bid Fee

Bidders shall have to make a BID FEES (non-refundable) for participation in this instant NIB of Rs. 1000.00 (Rupees One Thousand) online through the payment gateway of e-procurement portal.

3.7 For any clarification related to terms and conditions of Bid document, bidders are requested to forward mail clearly stating their queries to the tendering authority at e-mail id : contract_neepco@yahoo.com & contract@neepco.gov.in. Bidder may contact in regard to this NIB at 0364-2224596, 2503346.

4.0 Submission and opening of Bids

4.1 Bidders shall prepare and submit their bids in the electronic form at <https://neepco.abcprocure.com>. Online bidding forms will be available in the above website.

4.2 Bidders may view the tender opening results of techno-commercial and price bids at <https://neepco.abcprocure.com> by marking their presence for online tender opening.

5.0 Bidders are requested to visit <https://neepco.abcprocure.com> and <http://www.neepco.gov.in> regularly for any modification/clarification of the bid document.

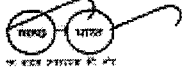
6.0 Submission of bids shall not automatically construe qualification for evaluation. The Owner reserves the right to reject any or all bids, or to annul the bidding process and reject all the bids, without thereby incurring any liability to the affected bidders, nor does it have any obligation to inform the bidders of the ground for such action on the part of the Owner.

7.0 Important information and dates:

Estimated value of the Services.	INR 21,60,282.00
Earnest Money Deposit (EMD)/ Bid Security	INR 43,500.00
Bid Document Fee	INR 1,000.00
Last date & time of downloading of bid document:	1200 hrs. of 15/09/2016
Last date & time for receipt of online bids:	14:00 hrs. of 15/09/2016



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Date & time of online opening of bids	16:00 hrs. of 15/09/2016
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In the event the date of opening of bids is declared as a closed holiday for NEEPCO, the date of opening of bids will be the following working day at the appointed times.

The bidders registered as Micro/Small Enterprises are exempted from paying applicable Bid Fee and Earnest Money Deposit subject to submission of valid and relevant document/ certificate.

- 8.0 NEEPCO reserves the right to extend the last date and time for submission of Bid.
- 9.0 NEEPCO reserves the right to reject any or all bids, or to annul the bidding process and reject all the bids for any justified and genuine grounds, without thereby incurring any liability to the affected bidders, nor does it have any obligation to inform the bidders of the grounds for such action.

Sd/-
General Manager
i/c, Contracts & Procurement,
NEEPCO Ltd., Shillong