



**NORTH EASTERN ELECTRIC POWER CORPORATION LTD.**

*(A Government of India Enterprise)*

Coordination Wing, Guwahati.

*Tender for Construction of toilet in the premises of Basistha Mandir, Guwahati.*

*Section-I*

*Notice Inviting Tender & Information to the Bidder*

NIB No. 01 Dtd. 25.7.2018

Tender (Through e-tendering process only)

For

**Construction of toilet in the premises of Basistha Mandir, Guwahati**

1. NEEPCO Ltd. invites **online electronic bids** through e-tendering process from competent and experienced contractors under (Single-Stage-Two-Envelop Bidding System) for “**Construction of toilet in the premises of Basistha Mandir, Guwahati**” with 90 (Ninety) days validity from the date of opening of the Bid.

2. **E-Tendering / E-Procurement**

This tender will be processed through e-tendering/e-procurement system. The bidding documents are to be downloaded, filled in bids are to be submitted/uploaded through e-tendering system of NEEPCO Ltd. at <https://neepco.abcprocure.com>.

**PARTICIPATION IN BIDS**

**(a) 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 of bidder once registered shall be valid for one year from the date of activation of bidder profile.

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 in the e-tendering system is valid till the completion of the entire bidding process of the relevant NIB.

**Portal registration fee:**

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

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 Register and submit the online Form for company /bidder details required. Already registered bidder having a valid registration may directly log-in to the e-tendering portal.

**Step-3:** 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:

E-Procurement Technologies Limited (ETL)

Mr. Himalaya Vaishnav

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

Mobile No. +91-9099090830

Email [info@abcprocure.com](mailto:info@abcprocure.com)



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Coordination Wing, Guwahati. Section-I  
Notice Inviting Tender & Information to the Bidder

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However, bidders are free to obtain Digital Signature Certificate from any other certification agencies appointed by the Controller of Certification Agencies (CCA) under the provision of IT Act, 2000.

**Step-4:** Payment for bidder registration in the e-tendering portal:

Bidders shall make the payment of non-refundable Bidder registration fee of Rs.3000.00 (Rupees Three thousand only) through “SB-COLLECT” of State Bank of India as per procedures/steps elaborated in Cl. No. 3 (b) below.

**Step-5:** After payment of bidder registration fee through “SB-COLLECT” of State Bank of India, this system generated receipt shall be downloaded and send it to the Contracts & Procurement Department, NEEPCO, Shillong at e-mail ID: contract\_neepco@yahoo.com to advice the service provider for approval of the Bidders’ registration.

Bidders may also contact Sri N. Kithan, Sr. Manager (C), C&P Department, NEEPCO, Shillong, Mobile No. +91-9436306773, to get confirmation regarding receipt of bidder registration fee.

**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. The registration is valid for one year once bidder profile is activated.

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 Bidder Registration, if any.

**(b) Procedure / Steps for payment by SB-COLLECT of State Bank of India (for payment of portal registration fee):**

**STEP-1:** The bidder shall visit url/web page <https://www.onlinesbi.com/prelogin/institutiontypedisplay.htm> on any internet browser.

**STEP- 2:** State Bank Collect page will appear.

Select “ALL India” for “State of Corporate/Institution”

Select “PSU” for “Type of Corporate/Institution”

Click “GO”

**STEP -3:** In the new screen, select PSU Name as “North Eastern Electric Power Corporation Limited” and Submit.

**STEP-4:** In the new screen, select Payment Category as “SHILLONG- PARTIES”.

**STEP-5:** New Screen will appear, here the bidder has to fill all the required information for the payment as under:

- i) Under Name of Payer: The Bidder is to filled up his Name and Address.
- ii) Under Short Details of Payment: The Bidder shall indicate Portal Registration Fees,
- iii) Under Type of PAYER: The Bidder is to select VENDOR OR CONSULTANT whichever is applicable.
- iv) Under CIN in case the Payer is a company: The bidder is to fill up his CIN in case of a company, otherwise kept blank.
- v) Under Payment amount: The bidder is to fill up the amount i.e., Rs. 3000/- (Rupees Three Thousand) only.



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Coordination Wing, Guwahati.

Tender for Construction of toilet in the premises of Basistha Mandir, Guwahati.  
Section-I  
Notice Inviting Tender & Information to the Bidder

- vi) Subsequent information for Name, Date of Birth/Incorporation, Mobile Numbers are to be filled as required.
- vii) Fill Captcha.
- viii) Then Submit.

**STEP-6:** In the new screen, check the details and click “CONFIRM”, if correct.

**STEP-7:** The Multi Option Payment System will be available for making the payment.

The Bidder may select option as per convenient and make the payment.

**STEP-8:** After successful payment, the system will generate receipt.

The receipts may also be generated from Reports - i.e. SB Collect (Request Report/ Download Report). This system generated receipt shall be downloaded for submission as per bid condition.

**3. Credentials of the bidders.**

- 3.1. The Bidder should have the experience of similar nature of works in a single contract value not less than Rs 3,50,000.00 (Rupees Three Lakhs, Fifty Thousand) only during last 2 (two) years under Central Govt/State Govt/PSU.
- 3.2. The Bidder should possess an Independent Valid PF Registration No.
- 3.3. The Bidder should submit Income Tax PAN Number.
- 3.4. The Bidder should submit GST Registration Number.
- 3.5. The Bidder should submit Audited Profit & Loss Account and Balance Sheet for last 2 (two) years.

4. **Scope of Work:** The scope of work covered under this tender for “Construction of toilet in the premises of Basistha Mandir, Guwahati”, includes all civil works like brick works, PCC & RCC works, floor tiles, wall tiles, plastering, painting, supplying, fitting and fixing of water supply and sanitary items, plumbing works including supplying of all materials and labours required for the work.

**The contractor shall note that the work front being a temple with historic importance having lots of visitors, necessary care should be taken for preservation of the structure as well as the environment.**

The detailed Scope of Works has been indicated in the relevant Technical Specification Bill of Quantities.

The area to be occupied for carrying out the work should be cleared of all objectionable materials before and after the operation to the satisfaction of the Engineer-in-Charge.

The quantities of different items of works involved as indicated in the BOQ are tentative and may undergo changes and the quoted rates shall remain firm for all quantity variation plus or minus.

Materials and components not specifically stated in the any of the items of the enclosed BOQ but are necessary for satisfactory completion of the said item of work in all respect, shall be deemed to have been included in the scope of work for which no extra claim shall be entertained.

Contractor is to arrange and supply all materials, including loading, unloading, storage etc., all plants and equipments and all labours for performance of this contract and deemed to be included in his quoted prices.



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Tender for Construction of toilet in the premises of Basistha Mandir, Guwahati.

Section-I

Notice Inviting Tender & Information to the Bidder

All works of this Contract are to be executed in accordance with the Technical Specifications & Bill of Quantities in the detailed NIT and as per the direction of the Engineer-in-Charge. The Technical Specifications & Bill of Quantities etc. shall be considered as:

Explanatory to each other and in case of conflict between these documents the following order of precedence shall prevail.

1. Stringent of Schedule of Items
2. Technical Specifications

The contractor shall abide by all laws and regulations of contract labour act of the Government and amendment thereto from time to time. The contractor shall also follow the safety regulations with the Technical Specification during execution of the work without any extra cost of Corporation.

## 5. SUBMISSION AND OPENING OF BIDS

- 5.1 Bidders shall prepare and submit their bids online in **<https://neepco.abcprocure.com>**. Online bidding forms will be available in the above website. Detailed Bid document can be downloaded from this website after vendor registration. In the online Bid submission, Bidders will submit their Bids using their digital signature.
- 5.2 Submission of online bid is mandatory. Bidders shall submit the following documents in offline mode.
  - a) Original receipt of money paid against Vendor Registration Fee.
  - b) Bid Fees as detailed in Clause No. 15.
  - c) Earnest Money Deposit (EMD) detailed in Clause No. 15.

These offline documents shall reach this Office within the scheduled date and time mentioned below.

- 5.3 Documents to be submitted in offline mode as specified above shall be contained in a sealed envelope and the same shall be submitted by the Bidder duly marking these envelope as “**Bid for Construction of toilet in the premises of Basistha Mandir, Guwahati.**” along with the Identification No. of NIB. The envelope shall be submitted to the Corporation at the address to “The Sr. Manager (C), Coordination, NEEPCO, R.G. Baruah Road, Guwahati-781005.”
- 5.4 Bidders may view the tender opening results in **<https://neepco.abcprocure.com>** by marking their presence for online tender opening.
- 5.5 The documents received by the Corporation in offline mode as specified above after the stipulated date and time will be returned unopened to the Bidder and his online Bid will not be considered for evaluation.
6. Bidders are requested to visit <https://neepco.abcprocure.com> regularly for any modification/clarification of the detailed bid document.
7. Submission of bids shall not automatically construe qualification for evaluation. The Purchaser 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 ground for such action on the part of the Purchaser.



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Section-I

Notice Inviting Tender & Information to the Bidder

8. Corporation shall not bound to provide any space for the contractor's work shop and labour camp, storage of materials etc. inside the existing NEEPCO site except working front and this shall be arranged suitably by the contractor elsewhere at his cost.
9. Tenderer are advised to contact the Sr. Manager(C), Coordination, for execution of this contract smoothly and satisfactorily. Any lack of knowledge to this effect on the part of the Tender shall not entitle the contractor for any claim whatsoever and shall not be considered a cause of delay. The Tenderer are therefore once again advised to inspect the entire working front and make proper planning before submission of Tender.
10. The tender should be submitted in the prescribed form and the same should be signed properly as laid down here under:
11. If the tender is submitted by any individual, it shall be signed by the proprietor above his full name and full name of his firm with its current business address.
12. If the tender is submitted by a firm in partnership, it shall be signed by all the partners of the firm above their full names and current business address, or by a partner holding the Power of Attorney for the firm and signing the tender in which case certified copy of the partnership deed and current business of all the partners of the firm shall also accompany the tenders.
13. If the tender is submitted by a limited company or a limited corporation, it shall be signed by a duly authorized person holding the Power of Attorney for signing the tender in which case a certified copy of the Power of Attorney may be required to furnish with satisfactory evidence of its existence before the contract is awarded.
14. On award of work the Contractor shall ensure that their workers are registered with the Assam Building & Other Construction Workers' Welfare Board as per the procedure mentioned in the Act and Rules.
15. **Important dates and Earnest Money Deposit (EMD)/Bid Security/Bid Fee details:**

Earnest Money Deposit (EMD) / Bid Security in the form of DD/CDR/FDR/BANK DRAFT from any Nationalised Scheduled Bank in India, drawn in favour of NEEPCO Ltd. payable at Guwahati.	INR 7,500.00 (Rupees Seven Thousand, Five Hundred) only
Bid Document Fee in the form of DD/CDR/FDR/BANK DRAFT from any Nationalised Scheduled Bank in India, drawn in favour of NEEPCO Ltd. payable at Guwahati.	INR 1,000.00 (Rupees One Thousand) only
Date of commencement of downloading of bid document from <a href="https://neepco.abcprocure.com">https://neepco.abcprocure.com</a>	w.e.f. 10.00 Hrs. of 26.7.2018
Last date & time for receipt of online bids:	1200 Hrs. of 24.8.2018
Last date & time for receipt of offline bids documents to be submitted as per NIB condition:	1200 Hrs. of 24.8.2018
Date & time of online opening of bids	1300 hrs. of 24.8.2018

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.



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*Section-I*

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Bid Document not received within the specified time and date shall not be considered for evaluation. Tender submitted without Earnest Money Deposit (EMD) shall be out rightly rejected.

NEEPCO reserves the right to extend the last date and time for submission of Bid.

Sr. Manager(C), Coordination,  
NEEPCO Ltd, Guwahati-5