

नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लि.
(भारत सरकार का उधम)

North Eastern Electric Power Corporation Ltd.
(A Govt. of India Enterprise)



**DETAILED NOTICE INVITING BIDS
FOR
Supply, Delivery & Installation of New Desktop PC**

NIB NO. 275 DTD 20.03.2018

OFFICE OF THE ED(C&P)
NEEPCO, BROOKLAND COMPOUND,
LOWER NEW COLONY
SHILLONG – 793003
MEGHALAYA, INDIA
E-mail: contract@neepco.co.in



North Eastern Electric Power Corporation Ltd
Supply, delivery & installation of Desktop PC

NOTICE INVITING BIDS (DNIB)
NIB NO. 275 DTD 20.03.2018

The North Eastern Electric Power Corporation Limited (NEEPCO), a Public Sector Enterprise under the Ministry of Power, Government of India invites Single-Stage Two Envelope Bids through online bidding system from eligible bidders for supply & delivery of New Desk Top PC with details as below:

Particulars	Quantity	Value of Earnest Money (EMD)	Bid validity	Cost of Bid Document (Bid Fee)
Supply Delivery & Installation of New Desktop PC	133 (One Hundred Thirty Three)	Rs. 1,69,000.00 (Rupees One Lakh Sixty Nine Thousand) only	180 (one hundred and eighty) days	Rs. 2000.00 (Rupees Two thousand only)

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

1. Scope:

Supply, delivery & installation of new Desktop PC as per technical specification of bid document and quantity at the destination mentioned below. The scope includes freight & insurance, loading, unloading, and delivery at the respective destinations.

Location of Delivery	Quantity
NEEPCO Corporate Office, Lower New Colony, Shillong (Meghalaya)	60 Nos
Kameng Hydro Electric Project, Kimi, East Kameng (Arunachal Pradesh)	40 Nos
Pare Hydro Electric Project, Doimukh (Arunachal Pradesh),	20 Nos
NEEPCO Office, R.G. Baruah Road, Guwahati (Assam)	13 Nos

2. Delivery Period:

The supply, delivery & installation at the respective destinations shall be completed within 60 (Sixty) days from the date of issue of Letter of Intent.

3. QUALIFYING REQUIREMENTS:

3.1 Technical



- i) The bidder should be either OEM or a dealer/distributor of Desktop PCs duly authorized by OEM.
 - ii) In case of being authorized dealer/distributor of the OEM, the bidder shall submit the certificate of Authorization /Distributorship / Dealership from the respective OEM.
 - iii) The bidder should have successfully completed similar works in either of the following in any State/Central Government Department or any State/Central Public Sector Undertaking or any State/Central Public Sector Banks or any Government Institutions in India during last 5 (five) consecutive years ending on the last day of the month previous to the one in which the tenders are invited.
 - a) Three similar supply of PCs, each of value not less than Rs.34 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
- b) Two similar supply of PCs, each of value not less than Rs. 42 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
- c) One similar supply of PCs, each of value not less than Rs. 67 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).

The Bidder shall submit copies of work order(s) in support of above qualification along with Certificate of satisfactory completion against such order(s) from the respective organizations.

- iv) The bidder shall not have been blacklisted by any Government / Government agency in India. Self-declaration on company letterhead to that effect should be submitted along with the technical bid.

3.2 Financial

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.1.69 Crore.

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 "Less :- (i) Expenses not written off (ii) Loss in Profit & loss account.

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. 1.05 Crore

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.

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. 84.50 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 ongoing 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.

3.3 Documentary evidences in support of qualifying requirements shall be submitted along with the Techno-Commercial bid. Bids submitted without fulfilling the qualifying requirements shall be rejected.

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

(a) Registration for GST

(b) PAN (Permanent Account Number)

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

(a) 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.

(b) 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 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.
- 3.6** Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any bank.
- 3.7** 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.
- 3.8** 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.
- 3.9** Each bidder shall submit only 1 (one) bid. A bidder who submits or participates in more than 1 (one) bid will be disqualified.

4 Conditions for Micro & Small Enterprises (MSEs):

- 4.1** The bidders participating as Micro/Small Enterprises (MSE) shall submit an Undertaking in the prescribed format (Form D, Section-IV) 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
 - MSEs having Udog Aadhar memorandum
 - 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 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.
- 4.2** 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.
- 4.3** 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.



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

5 Relaxation of Norms for Startups and Micro & Small Enterprises (MSEs) on Prior Experience and Prior Turnover criteria:

5.1 In line with the Policy Circular No. 1(2)(1)/2016-MA dated March, 2016 of the Ministry of Micro, Small & Medium Enterprises on “relaxation of norms for Startups and Micro & Small Enterprises in Public Procurement on Prior Experience and Prior Turnover criteria” and as per Section 2.1(5) of :Action Plan for “Startupindia” announced by the Government of India in Jan 2016, the Criteria of Prior Turnover and Prior Experience are exempted for the Startups and Micro & Small Enterprises for this tender, subject to meeting of quality and technical specifications.

5.2 The Startup Enterprises shall submit startup India recognition certificate issued by the Department of Industrial Policy and Promotion (DIPP) of Ministry of Commerce & Industry in order to be considered for relaxation in prior experience and prior turnover.

6 Condition on Domestically Manufactured Electronic Product:

6.1 The tendered items fall under the category of domestically manufactured electronic products (DMEP) notified by the Government of India

6.2 All companies registered in India and engaged in manufacture of electronic products in India including contract manufacturers, but excluding traders are eligible for consideration under the policy.

6.3 Bidder shall be either Original Equipment Manufacturer- Domestic Manufacturer (OEM-DM) of electronic product or authorized dealer / distributor / agent of OEM-DM. However, the product offered shall qualify as Domestically Manufactured.

6.4 The Domestic Manufactured Electronic Product (Tendered Item/s) will be qualified as “Domestically manufactured” as per percentage of domestic value addition given in the tender document.

6.5 Bidders either OEM-DM or authorized dealer / distributor / agent of OEM-DM, claiming to bid in the status of either “domestic manufacturer” directly or product being offered under the tender is DMEPs, are required to give / submit the following

- a) An undertaking / affidavit of self – declaration from OEM-DM of offered product regarding Domestic Value Addition in an Electronic Product in the prescribed format (Form-I) provided in the bid document
- b) The authorized dealer / distributor / agent of OEM-DM to submit valid authorized dealership certificate issued by OEM-DM whose product is being offered in the bid.
- d) Details of domestic value addition in terms of “Format for Domestic Value Addition” as specified in the bid document.

6.6 Such bidders shall get preference as per the prevailing directives of the Government of India as detailed in the Bid Document.

6.7 Preferences/benefits for MSE bidders and for bidders qualified for DMEPs shall be as detailed in the Bid Documents.



7 Participation in Bids:

7.1 Portal Registration for e-tendering:

The bidders intending to participate in the e-tendering have to register themselves in the NEEPCO's e-tendering portal <https://neepco.abcpocure.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.

7.2 Portal registration fee:

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

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

Step-1: Visit the e-tendering portal <https://neepco.abcpocure.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@abcpocure.com

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. 8 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, 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.



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- 7.4 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.

7.5 BID FEE

Bidders shall have to pay BID FEES (non-refundable) of Rs.2000.00 (Rupees Two Thousand) for participation in this instant NIB. The Bid Fees shall be paid through SB-COLLECT of State Bank of India as per procedure given under cl. no. 8 below. While making payment through SB-COLLECT, the bidder shall have to give the details as : "BID FEES for NIB no....."

- 7.6 For any clarification related to terms and conditions of Bid Document, bidders are requested to forward e-mail clearly stating their queries to tendering authority at e-mail id contract_neepco@yahoo.com, contract@neepco.co.in. Bidder may contact in regard to the instant NIB at 0364-2503346.

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

E-Procurement Technologies Limited (ETL)

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

Nr. Gujarat College / Ellis bridge, Ahmedabad - 380015.

Gujarat, India

Phone No. : +91-79-4027 0564 | 555 | 563 | 507 | 548

Cell: +91-93745 19729 | +91-93286 57215

Support Help-Desk No. at NEEPCO Shillong:

Tel: 0364-2507270/8974665789

Mail: support.neepco@abcprocure.com | support@abcProcure.com

8. The procedure/steps for payment by SB-COLLECT of State Bank of India (for payment of portal registration fee, Bid fee & EMD etc):

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.



	<p>ii) Under Short Details of Payment: The Bidder shall indicate Portal Registration Fees, BID FEE, EMD as applicable. In case of BID FEE and EMD payment, the Bidder shall indicate BID FEES or EMD as applicable and the NIB No. (Example: for payment of EMD against NIB No. dated DDMMYYYY, the bidder has to fill under this option as “EMD for NIB No. XX dated DDMMYYYY”).</p> <p>iii) Under Type of PAYER : The Bidder is to select VENDOR OR CONSULTANT whichever is applicable.</p> <p>iv) Under CIN in case the Payer is a company: The bidder is to fill up his CIN in case of a company, otherwise may kept blank.</p> <p>v) Under Payment amount: The bidder is to fill up the amount as per bid condition.</p> <p>vi) Subsequent information for Name, Date of Birth/Incorporation, Mobile Numbers are to be filled as required.</p> <p>vii) Fill Captcha.</p> <p>viii) Then Submit.</p>
STEP-6	In the new screen, check the details and click “ CONFIRM ”, if correct.
STEP-7	<p>The Multi Option Payment System will be available for making the payment.</p> <p>The Bidder may select option as per convenient and make the payment.</p>
STEP-8	<p>After successful payment, the system will generate receipt.</p> <p>The receipts may also be generated from Reports - i.e. SB Collect (Request Report/ Download Report).</p> <p>This system generated receipt shall be downloaded for submission as per bid condition.</p>

9. Earnest Money:

Bid security/Earnest Money Deposit (EMD) shall be Rs. 1,69,000.00 (Rupees One Lakh Sixty Nine Thousand) only. The amount of bid security may be paid /deposited as per procedure given in Section-II of the detail bid document.

10. Bidding Procedure & Time line:

The Bidder shall submit the Bid under the Single-Stage Single-Envelope bidding system in electronic form as follows:

Envelope No. 1: Techno-Commercial Bid.

Envelope No. 2: Price Bid.

Bid Validity	180 days from the date of opening of Bids.
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Last date & time of downloading of bid document:	1200 hrs. on 23.04.2018
Last date & time for submission of online bids:	14:00 hrs. on 23.04.2018
Opening of Techno-Commercial Bids	16:00 hrs. on 23.04.2018
Opening of Price bids	Will be intimated in due course of time to the techno-commercially qualified bidders

In the event the date of opening of bids is declared as a closed holiday for NEEPCO, the bids shall be submitted by the bidders as per stipulated time, however, the date of opening of bids will be the following working day at the appointed times.

11. Submission and opening of Bids:

- 11.1 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.
- 11.2 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.
- 11.3 Bidders are requested to visit <https://neepco.abcprocure.com> and <http://www.neepco.gov.in> regularly for any modification/clarification of the bid document.
- 12 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.
13. NEEPCO reserves the right to extend the last date and time for submission of Bid.
14. 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