



ISO 9001-14001
OHSAS 18001

नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड
North Eastern Electric Power Corporation Limited
(भारत सरकार का उद्यम) / (Government of India Enterprise)
135 मे.वा. अगरतला गैस टरबाइन कंबाइंड साइकिल पावर प्लांट
135 MW Agartala Gas Turbine Combined Cycle Power Plant
अनुबंध एवं खरीद: प्रचालन स्कंध/Contract & Procurement /Operation Wing
रामचन्द्र नगर, त्रिपुरा (प) / Ramchandra Nagar, Tripura (W) - 799008



NOTICE INVITING TENDER(E-TENDER)

e-NIT No. 07 /NEEPCO /AGTCCPP /C&P /2018-19 Dated 30.05.2018

Online Sealed bids (Single-Stage Two-Envelope) with 60 (Sixty) days validity are invited from eligible bidders for the work of "Running The Existing Canteen In Power House Complex and Administrative Block of NEEPCO, AGTCCPP, Ramchandranagar, Agartala- 799008". Detailed Tender Document containing Terms and Conditions for Bidding including Qualifying Requirement can be down loaded from NEEPCO's online portal <https://neepco.abcpocure.com>.

Estimated Value : ₹ 23,826/- (Rupees Twenty Three Thousand Eight Hundred and Twenty Six) only per month.

BIDDING PROGRAMME

Participations & Submission of Tenders:

- 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.abcpocure.com>. The registration once registered shall be valid for one year from the date of activation of 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 is valid till the completion of the entire bidding process of the relevant NIT.

- b) **Portal Registration Fee:** The fees for Bidder Registration in the portal is ₹ 3000.00 (Rupees Three Thousand) only per year (Non Refundable).
- c) **The procedure/ steps to be followed for payment of registration fees by SB-COLLECT of State Bank of India :**

Step 1 : The bidder shall visit url/ web page <https://www.online.com/prelogin/institutiontypedisplay.htm> on any internet browser.

Step 2 : State Bank Collect page will appear.

Select " **ALL India** " for " **State of Corporate/ Institution** " irrespective of location of the sites/ projects/ plants/ establishments where tenders are invited.

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 :

- Under **Name of Payer** : The bidder is to fill up his Name and Address.
- Under **Short Details of Payment** : The bidder shall indicate **Registration Fees**.
- Under **Type of Payer** : The bidder is to select **VENDOR** or **CONSULTANT** whichever is applicable.
- 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.
- Under **Payment Amount** : The bidder is to fill up the amount, i.e. 3000.
- Subsequent information for Name, Date of Birth/ Incorporation, Mobile Numbers are to be filled as required.
- Fill Captcha.
- 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.

Corporate Identification No.- U40101ML1976GOI1658 Website: www.neepco.co.in
Phone No. 0381-2391292, FAX : 0381-2391268, email : agtpn.onm@gmail.com

Step 8 : After successful payment, the system will generate receipt.

The receipt may also be generated from Reports - i.e. SB Collect (Request Report/ Download Report). This system generated receipt shall be downloaded and send it to the Contract & 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, Shilling Mobile No:+91-9436306773, to get confirmation regarding receipt of bidder registration fee.

Step 9 : The vendor 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 and Digital Certificate, the bidders may contact the Service Provider at :

Mr. Himalaya Vaishnav
e-Procurement Technologies Ltd, Ahmedabad
Phone No : +91-7940016866/38/21/18
Mobile No. :+91-9099090830
E-mail : info@abcprocure.com

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 10 : On approval of the bidder in the system, e-mail will be sent by the Service provider to the Company/Bidder regarding their vendor profile activation.

The registration is valid for one year once vendor profile is activated.

d) For any clarification related to terms and conditions of Bid Documents, bidders are requested to forward e-mail clearly stating their queries at e-mail id : agtpp.onm@gmail.com.

e) For any clarification related to procedure for bid submission, online furnishing of clarification in e-procurement portal etc., bidders are requested to forward e-mail stating their queries at e-mail id : contract_neepco@yahoo.com, contract@neepco.co.in

Bidders may also contract e-procurement Technologies Ltd.(Service Provider) having the following contact details:

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
E-mail ID ; Support@abcprocure.com.

f) 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 online vendor registration, if any.

g) **Submission and opening of Bids:** Bidders shall prepare and submit their bids online in e-tendering portal <https://neepco.abcprocure.com>. Online bidding forms will be available in the above website. Submission of online bids is mandatory for consideration of the bids by NEEPCO.

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

h) **Reverse Auction :** NEEPCO reserves the right to go for Reverse Auction process to finalize the tender or may finalize the tender without Reverse Auction, if required. However, the decision to conduct Reverse Auction or not will be conveyed to the short-listed bidders after opening of the bid.

i) **Important Dates & Bid Validity :**

- (1) Date of commencement of downloading of bid documents from the portal <https://neepco.abcprocure.com> : w.e.f 21:00 Hrs of 30/05/2018.
- (2) End date & time for downloading of bid document : 13:00 Hrs of 20/06/2018.
- (3) Last date & time for receipt of bids online: 13:00 Hrs of 20/06/2018.
- (4) Date & time for opening of bids online: 15:00 Hrs of 20/06/2018.
- (5) Bid validity : 120 (One Hundred Twenty) days from the date of opening of bids.

In case 20/06/2018 is a holiday, the bid shall be opened on the next working day at the appointed times. Quotations received through any Off-Line Mode shall not be considered.

- j) Bidders are requested to visit e-tendering portal <https://neepco.abcpurchase.com>, NEEPCO website <http://www.neepco.co.in> and CPP portal <http://www.eprocure.gov.in> regularly for any modification/ clarification of bid document.
- k) Bidders are requested to adhere to the following :
- (1) Obtain individual Organization Digital Signature Certificate (DSC or DC) well in advance of tender submission deadline on Electronic Tendering System (ETS).
 - (2) Register your organization on ETS well in advance to comply with the stipulated tender timeline.
 - (3) Get your organization's concerned executives trained on ETS well in advance to comply with the stipulated tender timeline.
 - (4) There could be last minute problems due to internet timeout, breakdown etc. Accordingly, the bidders are requested to submit the bid through online e-tendering system well before the bid submission end date and time as per Server System Clock. The Corporation shall not be responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.
- l) **Earnest Money:** An amount of ₹ 5000/- (Rupees five Thousand) only to be submitted along with the offer in the form of Demand Draft Drawn in favour of ' North Eastern Electric Power Corporation Ltd. ' and payable at ' Agartala ' from any Nationalized / Scheduled Bank, failing which their bid shall not be considered. The EMD should reach the office of the undersigned on or before the date of opening of the tender.
- If a bidder withdraws the tender while it is under consideration or, after placement of order, the bid security /EMD shall be forfeited along with other action as the Corporation deems fit. The EMD of all unsuccessful bidders shall be returned only after placement of order with the successful bidder.
- m) **Tender fees/ Bid Document Fee:** A non-refundable Tender Fee of ₹ 500/= (Rupees Five Hundred) only shall be submitted in addition to the EMD by the prospective bidders in the form of Demand Draft Drawn in favour of ' North Eastern Electric Power Corporation Ltd. ' and payable at ' Agartala ' from any Nationalized / Scheduled Bank, failing which their bid shall not be considered. The Tender Fee should reach the office of the undersigned on or before the date of opening of the tender.
- Address of the undersigned :** Sr. Manager(E/M), C&P,
AGTCCPP, NEEPCO Ltd.,
R.C. Nagar, Agartala - 799008, Tripura(W).
- n) **Evaluation of Tender:** The tender shall be opened on 20/06/2018 online. Tenderers' authorized representative shall be permitted to attend the tender opening only on submission of authorization letter. Purchaser will examine the Tender document to determine whether they fulfilled the qualifying requirement, whether they are complete and meet the requirements of this Tender specification. Tender submitted without fulfilling the qualification criteria shall be rejected.

INSTRUCTION TO BIDDER

The intending bidders who fulfill the eligibility / qualifying criteria as given below should participate in the on-line Bidding process. Fulfillment of criteria as mentioned is essential, as non-compliance will lead to rejection of the Bid, without any further communication.

Qualifying Criteria: The bidders must fulfill the following qualifying criteria :

1. The Tenders of the bidders must accompany tender fee and EMD. Without Tender Fee and EMD of requisite amount, the tenders will be rejected.
2. The bidder must have the experience of having successfully completed similar nature or allied works during last 7 (Seven) years in any Govt. of India organization/State Govt. organization /PSU/ reputed private organization. Documentary evidence to that effect shall be submitted.
 - a) Three similar completed works costing not less than the amount equal to 40% of the estimated cost.
OR
 - b) Two similar completed works costing not less than the amount equal to 50% of the estimated cost.
OR
 - c) One similar completed work costing not less than the amount equal to 80% of the estimated cost.

(Similar Works means Building/Road Works etc.)
3. Copy of Bidders PAN Card, GST registration, EPF registration & Labour Licence should be submitted along with their bids.

QUALIFYING REQUIREMENTS:

The bidders are to adhere to the following requirements:

1. Shall possess valid Labour License EPF credentials
2. GST registration
3. Proprietary Certificate/ Legal Business Address
4. The Unskilled manpower to be paid as per latest rates issued by Ministry of Labour and Employment, Government of India. Present rate is Rs 370/- per day as per Circular no. F.No.1/10(3)/2018-LS-II Dated 03/04/2018

GENERAL TERMS & CONDITIONS:

(All prospective Bidders are requested to go through these instructions carefully)

The rate quoted against this e-NIT should be submitted online. The general Terms and Conditions are:

1. **Name of the work** : Providing Unskilled Manpower For Running The Existing Canteen In Power House Complex and Administrative Block of NEEPCO, AGTCCPP , Ramchandranagar, Agartala- 799008
2. **Period of Contract**: The unskilled manpower to be provided shall remain valid for one calendar year from the date of issue of work order and can be terminated with a notice of one month in case performance is found to be unsatisfactory.
3. **Basis of Price/Rate**: The bidder shall quote the price on FIRM basis and no escalation shall be entertained during the contract period. The price shall be exclusive of GST which shall be payable extra at actual.
4. Contractor shall submit the EPF Registration Number, if already had, otherwise EPF deduction in respect of both employees and employer's contribution will be made from their bill(s) as per existing relevant norms. However, this will not relieve the Contractor from his responsibility.
5. Copy of Income Tax PAN and Professional Tax Certificate clearance of current validity are to be submitted along with the bid.
6. Laws, Regulations and Acts pertaining to engagement of Labours, environment protection, Safety etc. shall be applicable.
7. **Terms of Payment**: Within 7th day of each month the contractor shall raise bills for services rendered in preceding month accompanied by statement of man power engaged by him during the month, **documentary evidence of bank payment made to the personnel** and proof of deposit of the **due amount to PF account** of the concerned employees. NEEPCO shall release payment within 15 (fifteen) days of submission of bill with all documents. The income tax shall be deducted from each invoice as per prevailing rate.
8. **Payment to Contractor's Personnel**:
The contractor shall make all payments to his personnel by transferring the same to the **Savings Bank Account of the person concerned within 7th day of each month**. In addition, the contractor shall also deposit the statutory payment (employee's share + employer's share) **to the PF Account** of the concerned employee. Any violation to this shall be considered as willful default on the part of the contractor. In case of violation in making payment on time NEEPCO shall have the right to directly pay the employee concerned and deduct the amount so paid from the contractor's invoice and the profit component of the invoice will be deducted from the Contractor's bill.
9. **Contract Agreement and Contract Performance Guarantee**: Within 15 (fifteen) days from the date of issue of Letter of Intent, the contractor will furnish a Bank Guarantee / Demand Draft from any Scheduled Bank in India payable in favour of NEEPCO for an amount of Rs 10,000.00 (Rs Ten Thousand) only to serve as a contract performance guarantee. This contract performance guarantee shall be released after expiry of the contract agreement or termination of the contract as the case may be.
10. **Insurance** :
The Corporation bears no responsibility and liability, whatsoever, towards the contractor's workers for any loss or damage caused by any accident at the work site during execution of the work. For any such eventuality the responsibility lies solely on the Contractor. The Contractor, at his own interest and cost, shall arrange for adequate workmen's compensation insurance to protect him against all claims applicable under Workmen's Compensation Act, 1948. This policy shall also cover the Contractor against claims for injury, disability, disease or death of his employed workers, which for any reason, are not covered under Workmen's Compensation Act, 1948. The contractor needs to ensure and submit documentary evidence that he has taken necessary action regarding **ADEQUATE INSURANCE** policy for the workers under him. The cost towards premium for such insurance shall be reimbursed by the Corporation at actual.

11. **Special Condition:** The intending bidders are requested to visit the worksite to assess the requirement of the work before submission of their tenders.
12. Bidders shall submit their bids online in electronic form in <https://neepco.abcprocure.com>. Online bidding forms are available in above website. Manual offline Bids shall not be accepted. However, the document submitted by the bidder must be signed and sealed at each page by the bidder with signature before scanning and uploading.

The bidders are requested to note that participation in the bid shall be taken as acceptance of the terms & conditions as stated above. Bidders are requested to visit the website (<https://neepco.abcprocure.com>) for any future change/ modification/ corrigendum/addendum to this tender. The Corporation reserves the right to change/modify the requirements or to postpone/accept or reject the tender in full or part of this Notice or cancel without assigning any reason thereof and is not bound to accept the lowest offer.

For & on behalf of North Eastern Electric Power Corporation Ltd.



Sr. Manager(E/M), C&P Cell
NEEPCO Ltd. AGTCCPP,