



ISO: 9001, 14001 &  
OHSAS: 18001

नॉर्थ ईस्टर्न ईलैक्ट्रिक पावर कॉरपोरेशन लि.  
(भारत सरकार का उपक्रम)  
NORTH EASTERN ELECTRIC POWER CORPORATION LTD.  
(A GOVT. OF INDIA ENTERPRISE)  
ESTATE SERVICE DEPARTMENT  
BROOKLAND COMPOUND, LOWER NEW COLONY, SHILLONG- 793003

TENDER NO : NEEPCO / ES / R / 35 (A) /2012-2013/ 01

Dtd 10.07.2012

**NOTICE INVITING TENDER**

1. Sealed tenders are hereby invited with 180 (one hundred eighty) days validity from the experienced & resourceful contractors for the following work at Corporate Office, NEEPCO, Shillong.

Sl. No.	Name of work	Estimated Value	Earnest Money Deposit	Time of completion
1.	Annual Maintenance Contract (AMC) for operation and maintenance of electrical installations consisting of 11KV HT and LT panel, transformer and other ancillary equipment fittings and wiring system of NEEPCO office Complex at Shillong including NEEPCO Guest House complete in all respect as per scope of work for a period of 12(twelve) months	₹ 6,47,736.00	₹ 16,200/-	12 (twelve) Months.

2. Non – transferable Tender Documents can be purchased from the Office of the undersigned on all working days between 10 – 00 Hrs. to 16 – 00 Hrs. from **13.07.2012 to 02.08.2012** on payment of Tender Document cost of **₹1500.00 (Rupees one thousand five hundred)** only per set through crossed IPO / Demand Draft / Bankers Cheque drawn in favour of “**NEEPCO Ltd, Shillong**”.
3. Bid documents shall be issued only to prospective bidders who have experience in doing similar nature of works in any Government Department / PSUs / Boards etc. and also satisfy the following eligibility criteria:-
  - i) Average Annual Financial Turnover during the last 3 years, ending 31st March of the previous financial year, should be at least ₹ 1.95 Lakhs i.e. 30% of the estimated cost.
  - ii) The intending tenderer must have in its name as a prime contractor in Central / State Govt. Department/ Organization / PSU's experience of having successfully completed “Operation and maintenance of 11KV and above Sub-station, LT/HT panel, Wiring system of Building, Electrical operated air Conditioner, etc” during last (seven) years ending last day of month previous to the one in which bid application are invited (i.e. eligibility period) should be either of the following:

Three (03) similar completed works each consisting not less than to ₹ 2.59 lakhs (i.e the amount equal to 40% of the estimated cost).

**OR**

Two (02) similar completed works each consisting not less than ₹ 3.24 lakhs (i.e the amount equal to 50% of the estimated cost).

**OR**

One (01) similar completed works each consisting not less than ₹ 5.18 lakhs (i.e the amount equal to 80% of the estimated cost).

Similar work mean “Operation and maintenance of Sub-station, LT/HT panel, Wiring system of Building, Electrical operated air Condition, etc. This will also include daily Routine maintenance and operation of DG set”.

The intending tenderer must submit documentary evidence in support of (i) and (ii) above in the form of certified copy of work order/ LOI having BOQ and copy of completion certificate/ certified ( accepted) copy of final bill/ payment certificate/ vouchers indicating the period of work for which the payment has been made.

4. Tenderer must submit the self attested copy of the following documents:-

- a) Permanent Account No. Card.
- b) Company profile such as Partnership/Proprietorship/Memorandum & Article of Association of company.
- c) The tenderer should ensure implementation of CMPP. If their employees are not registered under CMPP act 1952 amended time to time, they have to ensure implementation of CMPP and submit affidavit.
- d) Service Tax Registration number if applicable. In case service tax is not applicable, tenderer has to submit an affidavit in this regard.
- e) Copy of valid electrical contractor license (Class “A”) for operation in the state of Meghalaya or valid electrical contractor license (Class “A”) for operation in any other state but in later case ,the tenderer is to give undertaking that he will submit the above license for operation in Meghalaya before start of work.
- f) 1(one) No. Supervisor having HT & LT License, 4(four) Nos. Skilled worker having LT/ Wireman License along with 2(two) names of helper under the Contractor.
- g) An affidavit in original stating the genuinity of the above documents signed by Notary or by any other competent authority in this regard should also be furnished in the prescribed format as enclosed with the tender document. Tendered should also mention the Bank A/C No. along with name of Bank & Branch in the tender document. A declaration is to be furnished by the tenderers to the affect that in the bid envelop the price quoted is ‘ WITHOUT ANY CONDITIONS ’. All the documents must be signed in ink along with rubber stamp by the tenderer.

h) An undertaking is required to be furnished by the tenderer(s) who have downloaded the tender from the website on the following lines.

*"I/We accept the tender document as available in the website and my / our tender may be rejected if any tempering is found in them. I/we also undertake that I/We can not raise any dispute in this regard."*

5. **Price Basis:** - Prices quoted shall be inclusive of all taxes , duties, levies and are firm for the entire period of Annual Maintenance Contract except Service Tax. The Service Tax as admissible would be reimbursed on submission of proof of payment by the contractor. Rates and amount shall be quoted in figures and words.
6. Other Eligibility criteria and details required to be submitted with tender shall be available / prescribed in tender document.
7. The Corporation reserves the right to reject any or all tenders without assigning any reason thereof.
8. For further details, please log on NEEPCO Web Site **<http://www.neepco.gov.in>** Any tenderer who desires to download the tender document from website and submit the tender on due date and time may do so subject to the condition that they will deposit the cost of tender document through DD/BC/Banker's cheque, in favour of NEEPCO, Shillong A/c payee only .
9. The bids shall have to be submitted on or before 14-00 Hrs of 09.08.2012 and shall be opened on the same day at 15 – 30 Hrs. In case of holiday or office remaining close, the next working day shall be considered for the above purpose.
10. Bidders are requested to visit NEEPCO's website regularly for any modification/ clarification.

HoP  
Estate Service,  
NEEPCO Ltd, Shillong – 3