

NORTH EASTERN ELECTRIC POWER CORPORATION LTD

(A Govt. of India Enterprise)

OFFICE OF THE DGM (E/M)

AGTCCPP, NEEPCO LTD, R C NAGAR, AGARTALA
TRIPURA (W), PIN: 799008

SHORT NOTICE INVITING TENDER (NIT):
No.02/AGTCCPP/DGM (E/M)/T-1/2015-16, Dt. 17.03.2016

Sealed tender under SINGLE BID SYSTEM in duplicate with minimum validity of 60 (sixty) days are invited from reputed manufacturers/authorized dealer having related experiences for entering into contract in connection with supply of "Insulation Materials" as detailed in Technical Specification at AGTCCPP, NEEPCO Ltd., R C Nagar, Agartala, Tripura (W), PIN – 799 008 as per stipulated terms and conditions of detail in NIT. Tender documents may be downloaded from NEEPCO's website www.neepco.gov.in

(N. BASUMATARY),
DGM (E/M)-AGTCCPP,
NEEPCO Ltd., R C Nagar,
Agartala, Tripura (W)-799008

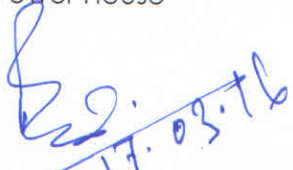
NOT TO BE PUBLISHED:

Memo No. NEEPCO/AGTCCPP/DGM (E/M)/T-1/2015-16/299-306

Dt.17.03.2016

Copy for information to:

1. The GM (E/M) & HOP, AGTCCPP, NEEPCO Ltd. for his kind information please. This has reference to his U. O. No. 3126, Dt. 11.03.2016.
2. The Sr. Manager (E/M) C&P, for information please.
3. The Sr. Manager (E/M) MMU, AGTCCPP, for his information please.
4. The Sr. Manager (E/M) EC&I, AGTCCPP, for information please
5. The Manager (F) F&A, for information please. This has reference to his U. O. No. 1188, Dt. 17.03.2016
6. The DM (IT), AGTCCPP, for publication of the same in NEEPCO's website
7. The DM (C), AGTCCPP, for information please.
8. The Notice Boards of Administrative Building, CC Extension Building and Power House Building


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DETAILS NOTICE INVITING TENDER (NIT):

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TERMS & CONDITIONS:

1. **TENDER FEE:** The bidders shall submit a Demand Draft of Rs. 500.00 (five hundred) in favour of NEEPCO Ltd. payable at Agartala as tender fee. Tenders not accompanied with Tender Fees are liable for rejection.
2. **ESSENTIAL CONDITION:** The works shall include supply of "Insulation Materials" as detailed in Technical Specifications (**Annexure-I**) and prices shall be quoted accordingly. The purchaser reserves the right to accept lowest rate for total system as package. All responsibility for transportation of the items from the supplier's premises to the power plant shall be of the supplier. The supplier shall arrange for and take full responsibility during transit.
3. **EARNEST MONEY:** The bidder shall submit EMD of Rs. 10,000.00 (Ten Thousand) in the form of BG/DD issued by any nationalized bank in favour of NEEPCO Ltd. payable at Agartala in separate envelope. Tenders not accompanied with requisite earnest money or Tenders with EMD with inadequate value shall not be entertained, and in such cases, Tenders shall be returned to the bidders. However, as per government norms, bidders fulfilling the exemption criteria need not require to submit EMD, for which documentary proof is to be submitted.
4. **ELIGIBILITY CRITERIA:** The bidders, viz., manufacturers/authorized dealer having experiences of similar kinds of supply can only participate in the tender. The bidders shall invariably submit documentary evidence in support of it alongwith tender bid. In case the manufacturers participate in the tender, they will produce a copy of Manufacture's license/Companies registration/Excise Registration Certificate along with the bid. The bidders shall submit following documents: **a)** List of Customers, **b)** Copies of Purchase Order received from PSU/Govt. Industries, and executed during last 2 (two) years **c)** Audited Balance Sheet of the Company for last 2 (two) years.
5. **SCOPE OF CONTRACT:** The scope of this contract shall be supply of "Insulation Materials" as per detail Technical Specification (**Annexure-I**) on FOR site basis and to be delivered at site.

6. **PRICES:** The bidders shall fully make themselves aware of the applicable taxes & duties for supply of goods at the State of Tripura & shall quote total FOR destination prices showing break-up of basic price, applicable taxes & duties, freight & insurance charges, loading-unloading etc. For concessional CST, "C" Form shall be issued. The rates quoted shall be FIRM till completion of supply even in case there is a variation in ordered quantity. The prices shall be quoted as per "**Schedule of Prices**" attached as **Annexure-II** herewith.
7. **TAXES AND DUTIES:** All taxes and duties, as applicable, as per government norms, shall be paid extra. The applicable taxes shall be indicated in the tender.
8. **TRANSPORTATION:** The Contractor shall arrange for and take full responsibility during transit and comply with as required for completion of supply. The materials shall be supplied on FOR Site basis, i.e., on freight paid basis. Freight charges shall be reimbursed on production of documentary evidence.
9. **TRANSIT INSURANCE:** The materials shall be covered under transit insurance prior to dispatch to cover the materials against any loss/damage/theft during transit. In case of any loss/damage/theft during transit, the supplier shall lodge claim and take up with underwriter and shall be responsible till settlement of claim. Transit insurance charges shall be reimbursed on production of documentary evidence.
10. **TERMS OF PAYMENT:** 90% basic payment alongwith 100% (hundred percent) taxes and duties shall be released after receipt of equipments in full and good condition at AGTP store and balance 10% shall be paid after expiry of warranty period on submission of the followings:
 - a. Invoice in triplicate
 - b. Packing List
 - c. Guarantee/Warranty Certificate
 - d. Consignment Note
 - e. Bank details for e payment

Alternatively,

100% payment after receipt of materials at site in full and good condition against submission of invoice and submission of Bank Guarantee @10% of the order value drawn from nationalized bank in lieu of Security Deposit, which will remain valid till 90 (ninety) days after expiry of warranty period.
11. **GUARANTEE/WARRANTEE:** The materials supplied shall be guaranteed/warranted for a period of 12 months from the date of installation or 18 months from the date of supply, whichever earlier.
12. **SAMPLE OF INSULATION MATERIALS:** The Bidders shall send 2 (two) samples of insulation materials alongwith the tender. Size of the sample should be 2 inch X 2 inch. Bids not accompanied with samples are liable for rejection.
13. **TEST CERTIFICATE:** The insulation materials must conform to the following tests:

The bidders shall agree to submit following test reports:

 - i) Thermal withstandability test for withstanding 550°C to 650°C
 - ii) Thickness Test as per ASTM D1777
 - iii) Weight test as per ASTM D3776
14. **DELIVERY PERIOD:** The materials shall be delivered within a period of **4-6 weeks**.
15. **DEVIATION:** All deviation from the specifications, if any, shall be separately listed as per format "Schedule of Deviation from Specifications" as enclosed in Annexure-V. On the absence of which it will be presumed that the provisions of the specifications are fully complied within the tender.
16. **LIQUIDATED DAMAGE:** In case the suppliers fails to deliver the materials within contractual delivery period (or any extension thereof) due to reasons attributable to the supplier, then the Corporation reserve the right to recover from the supplier's sum towards Liquidated Damage @ ½ % (half percent) value of the undelivered portion of the supply for each calendar week or part thereof delay from the schedule delivery date (or extension thereof). The total recovery from the supplier on account this shall, however, not exceed 10% (five percent) of the value of the undelivered portion of supply. However, the Liquidated Damage will not be imposed if the supplier fails to deliver the materials within the schedule delivery period due to Force Majeure conditions, which shall include without

limitation, wars insurrection, civil war, disobedience, strikes, riots, epidemics, earthquake, storms, flood, explosion or the fire not caused by the supplier's negligence, lightning, acts of God or the public enemy which is of such a nature as to delay, curtail or prevent timely action by either partly.

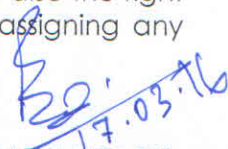
SUBMISSION OF TENDER:

- a. **LAST DATE AND TIME OF SUBMISSION OF TENDER:** On or before 12:00 hrs of **18/04/2016**. In case, the due date happens to be a holiday/bandh, the tender shall be received till 12:00 hours of next working day.
- b. **DATE OF TIME OF OPENING OF TENDER:** The Tender shall be opened on 15:30 hrs **18/04/2016**. In case, the due date happens to be a holiday/bandh, the tender shall be opened at 15:30 hours of next working day.

INSTRUCTION TO BIDDERS:

- a. Each bidder should carefully study the conditions of contract, technical provisions, schedules and all instructions.
- b. Tender documents should be submitted in a sealed envelope super scribed as "Tender for supply of **"Insulation Materials"** against **"NIT No. 02/AGTCCPP/DGM (E/M)/T-1/2015-16, Dt. 17.03.2016"**
- c. The tenders are to be delivered personally or by registered post to **"The DGM (E/M), AGTCCPP, NEEPCO Ltd., R C Nagar, Agartala, Tripura (W), PIN - 799 008"**. Telephonic, Telegraphic, telexed or faxed tenders shall not be considered for acceptance.
- d. **The main Envelope shall contain the following documents:**
 - i) Envelope of Tender Fee of Rs. 500.00 in the form of demand draft
 - ii) Envelope of EMD of Rs. 10,000.00 in the form of demand draft
 - iii) Envelope of Tender, containing the following:
 - a) Forwarding letter of tender
 - b) Duly filled in and signed Tender Documents downloaded from website or purchased from the tender issuing authority
 - c) Certified copy of Manufacturer's license
 - d) Certified copies of Dealership Certificate
 - e) List of Customers
 - f) Certified Copies of recent Purchase Orders received from PSU/Govt. Industries executed in last 2 (two) years
 - g) In case of Micro or Small scale industries, certificate to that effect obtained from competent Govt. Department
 - h) Any other documents in support of price justification.
 - i) Sample of Insulation materials of 2 inch X 2 inch size
- e. **In case envelopes at Sl. i) and ii) are not available in the main envelope, then envelope at Sl. No. iii) will not be opened and shall be returned to the bidder in unopened condition.**
- f. Every page of the tender shall be signed by the bidders as a token of acceptance of the terms and conditions.
- g. The intended bidders may participate at the tender opening. The authorized representative of the intended bidder is required to furnish a letter of authorization from the respective bidder. He is also required to produce original copy of the tender document issue letter.
- h. NEEPCO shall not be responsible for any delay in postal or courier service, loss or non-receipt of tenders. Late received tenders shall not be considered for reasons whatsoever and the same shall be returned to the concerned bidder.
- i. Bidders must keep their tenders valid for 60 (sixty) days.

- j. NEEPCO is not bound to accept the lowest tender and reserves the right to waive any formality in regards to submission of tenders or to reject any or all tenders without assigning reasons thereof.
- k. NEEPCO reserves the right to divide the scope of supply of the materials to successful bidders.
- l. The tendered rates shall be legibly written in English in ink, in Indian Currency, both in figures and words. In case of any discrepancy between words and figures, the rates in words shall govern. Erasures or other cuttings shall be attested by the bidder. In case the amount shown against any item of schedule of price is not in conformity with the quantity and unit price, the unit price quoted shall govern.
- m. The contract must not be sub-let without the permission of the Corporation.
- n. The bidders shall submit all the information and documents as sought for in relevant clauses of the tender documents, both in Technical Specification & Commercial conditions. Tenders without the requisite information and documents shall be considered as incomplete and are liable for rejection.
- o. All information shall be furnished by the bidders in good faith and with full satisfaction. The bidder shall print or type his name and that of his company in the schedule of prices and each subsequent continuation sheets thereof, on which he makes any entry. Overwriting or changes should be dated and initialed by the bidder.
- p. NEEPCO reserves the right to verify bidders' capability and capacity both in terms of technically and commercially to perform the contract as well as to verify the authentication of any or all documents produced/submitted by bidders.
- q. Each page of the tender should be signed by the bidders.
- r. **NEEPCO may allow purchase and other preferences to Govt./PSU/SSI/NSIC units as per Govt. policy and guidelines. The bidders intending to avail this provision of tender, he/she shall furnish requisite certificate issued by competent authority.**
- s. NEEPCO reserves the right to accept/reject any or all offers in part or full and also the right to relax qualifying requirements whenever and wherever required without assigning any reasons thereof.


(N. BASUMATARY),
DGM (E/M)-AGTCCPP,
AGTPCCEP, NEEPCO Ltd.,
R. C. NAGAR, AGARTAL, TRIPURA

**TECHNICAL SPECIFICATION &
SCHEDULE OF REQUIREMENT**

Sl. No.	Description of items with Technical Specification	Technical Specification	Quantity (No.)
1	Insulation Material (required for application in Gas Turbine Exhaust Duct)	1) Needle Fiber Felt Insulation materials 2) Temperature: 550°C to 650°C 3) Thickness of Felt 20 mm 4) Density: 200 kg/M ³ 5) Width: 900 mm to 1000 mm 6) Weight: 4000 gm/sqm	700 M ²

SIGNATURE OF TENDERER
NAME & STAMP

Annexure-II

SCHEDULE OF GUARANTEE AND TECHNICAL PARTICULAR

(To be filled in by the tenderer)

SIGNATURE OF TENDERER
NAME & STAMP

 7

Annexure-III

SCHEDULE OF PRICES
(To be filled in by the Tenderer)

SL. NO.	DESCRIPTION OF ITEMS	BASIC PRICE	TAXES AND DUTIES	REMARKS

Notes:

1. If the bidder is eligible for any concessional duties and taxes they should invariably mention this in the tender on or before the date of opening of bid.
2. If the bidder did not mention the prices of any item then his offer may either be considered as incomplete or will be loaded by the highest price quoted by other bidders for that item.

SIGNATURE OF TENDERER
NAME & STAMP

SCHEDULE OF DELIVERIES

(Earliest delivery period shall be specified by the bidder)

SL. NO.	DESCRIPTION OF ITEMS	EARLIEST PERIOD
1	2	3
1	Expected delivery period from the date of issue of supply order. (NEEPCO's preferred period is 4-6 weeks from the date of issue of supply order)	
2		

SIGNATURE OF THE TENDERER
NAME AND STAMP

SCHEDULE OF DEVIATION FROM SPECIFICATION

Unless specifically mentioned in this schedule, the bidders shall be deemed to confirm the purchaser's specification:

Sl. No.	Specification Clause No.	Details of deviation	Justification for deviation
1	2	3	4

Certificate: -

Certified that above listed deviations and exceptions are exhaustive and the contract shall be executed as per the tender specifications excepting for the above deviations and exceptions in the event of placing an order on us.

SIGNATURE OF TENDERER
NAME & STAMP