

NORTH EASTERN ELECTRIC POWER CORPORATION LTD

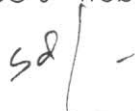
(A Govt. of India Enterprise)

OFFICE OF THE DGM (E/M)

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

DETAILS NOTICE INVITING TENDER (NIT): No.01

Sealed tender under **SINGLE BID SYSTEM** in triplicate with minimum validity of 60 (sixty) days are invited from reputed manufacturers/authorized dealer having related experiences for entering into contract in connection with manufacture, supply & delivery 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

Dated: 27th FEB 2016

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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 required to submit EMD.
4. **ELIGIBILITY CRITERIA:** The bidders viz., manufacturers/reputed firms having experiences of similar kinds of supply can only participate in the tender. The bidders shall invariably submit documentary evidence in support of it along with tender bid. In case the manufacturers participate in the tender, they will produce a copy of Manufacture's license along with the bid. The bidders shall submit following documents: **a)** List of Customers, **b)** Copies of Purchase Order received from PSU/Govt. Industries, **c)** the bidders should have minimum 5 years of experience in the field of manufacturing of insulation materials. In support of this, the bidders shall submit a photocopy of purchase order issued in last 5 (five) 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 all necessary.
9. **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/Warrantee Certificate
 - d. Consignment Note
 - e. Bank details for e payment

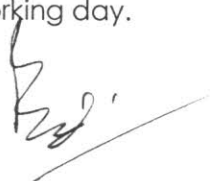
Alternatively,

100% payment after receipt of materials at site in full and good condition. In such payment terms, the successful bidder shall have to submit 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 warrantee period.

10. **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 expires earlier.
11. **DELIVERY PERIOD:** The materials shall be delivered within a period of **4-6 weeks**.
12. **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.
13. **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 @ $\frac{1}{2}$ % (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.

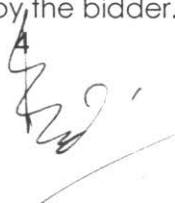
SUBMISSION OF TENDER:

- a. **LAST DATE AND TIME OF SUBMISSION OF TENDER:** On or before 12:00 hrs of **21/03/2016**. 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 **21/03/2016**. In case, the due date happens to be a holiday/bandh, the tender shall be opened at 15:30 hours of next working day.

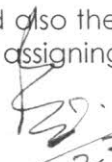


INSTRUCTION TO BIDDERS:

- 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. 01**.
- 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**
 - g) **Certified Copies of purchase order received from PSU/Govt. Industries in last 5 (five) years**
 - h) **In case of Micro or Small scale industries, certificate to that effect obtained from competent Govt. Department**
 - i) **Any other documents in support of price justification**
- 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 initiated 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.


27.02.16

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