



**North Eastern Electric Power Corporation Ltd.
(A Government of India Enterprise)
An ISO 9001, 14001 & OHSAS 18001 Corporation**

CONTRACT & PROCUREMENT CELL

KOPILI H.E. PLANT::DIMA HASAO DISTRICT::UMRONGSO – 788931

Website-www.neepco.gov.in

Phone: 03670-288241, Fax: 03670-288240/288254

Notice Inviting Tender no. : KHEP/ C&P (E)/ 2016/ 250

Dated 20.01.2016

Online Sealed Single Stage Single Envelop bidding system (e_tender) through domestic competitive bidding with minimum 120 (One hundred & twenty) days validity are invited from manufacturers / manufacturer's authorized dealer/ reputed supplier by the under mentioned on behalf of North Eastern Electric Power Corporation Ltd. for Supply, Delivery including Installation, Testing & Commissioning at site of one set of 40KVA Silent Generator set to Administrative Block of Kopili Hydro Electric Plant , NEEPCO Ltd. Umrongso , Dima Hasao ,Assam as per Scope of Work and Terms & Conditions stated below.

Last date and time for submission of bids : 15:00 hrs. of 22.02.2016
Date and time for opening of bids : 15:30 hrs. of 22.02.2016
Earnest Money Deposit : Rs 15,000/- (Rupees fifteen thousand) only
Tender Fees : Rs. 3000/- (Rupees Three Thousand) only

Scope: The Scope of work to be executed as per this tender shall be as follows:

Sl. No	Scope of Work	Unit	Qty
1.	Supply, Delivery including Installation, Testing & Commissioning at site of one set of 40KVA Silent Generator set. Detail specification is enclosed at ANNEXURE A.	Set	1 (one)

1. Qualifying requirement of the Bidder :

- 1.1 Bidder should state their Tax payer Identification Number, VAT Registration No. and PAN. Without which Bids may be summarily rejected.
- 1.2 Bidder must be an original equipment manufacturer/ authorised dealer.
- 1.3 Bid from authorised dealer should be supported with valid dealership certificate/ authorization letter issued by the manufacturer. Tenders without such certificate will be summarily rejected.
- 1.4 The intending bidder must have experience in execution of similar supply order to any Government department/ PSU.

Documentary evidence (supply order copies) in support of execution of similar work must be submitted along with the bid. Non-submission of documents in support of similar experience may result in disqualification.

2. **Price Basis:** The Price shall be quoted on FOR Umrongso basis indicating all charges towards freight & transit insurance and Taxes & Duties. All prices and rates shall be clearly indicated




both in figures and words. Applicable rates of taxes & duties shall be clearly stated in the bid. The quoted prices shall remain FIRM during the currency of the contract.

3. **Taxes & Duties:** Taxes and duties will be paid at actual prevailing at the time of dispatch against submission of documentary evidence.

4. **Earnest Money :**

EMD of Rs.15,000/ of the quoted value in the form of **Demand Draft** duly pledged in favour of **NEEPCO Ltd.**, payable at SBI, KHEPA, Garampani Branch, P.O. Umrongso (SBI Code-4812) should be submitted along with the tender. Tender without EMD shall be rejected.

- a. EMD submitted by the successful bidder shall be retained as security deposit towards satisfactory execution of the order and will be released after successful delivery and completion of entire quantity works.
- b. EMD of the unsuccessful bidders will be returned only after finalization of the bid.

5. **Submission of Contract Performance Guarantee :**

- 5.1 Within 20(twenty) days from the date of issue of the order, the Contractor/ successful bidder shall furnish a Bank Guarantee from a Nationalized Bank for an amount equal to (10) ten percent of the contract value by way of guarantee for the due and faithful performance of the contract. The Bank guarantee shall be submitted in the prescribed format (Annexure- CPG) enclosed in this order and initially be valid for such period to cover ninety days after the warranty period.
- 5.2 The Performance Guarantee will be returned to the Contractor without any interest at the end of the 90 (ninety) days after the warranty period, subject to fulfillment of the contract in all respects.

6. **Payment Terms :** The supplier / contractor may choose any one of the following payment terms.

a) 100% of the contract price alongwith 100% taxes and duties shall be paid after receipt of materials in full & good condition and successful commissioning at site subject to submission of CPG as per clause no. 5 stated above.

OR

b) 90% payment with 100% taxes and duties shall be released on receipt of complete materials at site in full & good condition and successful commissioning at site. Balance 10% payment shall be retained as Contract Performance Guarantee and shall be released after 3(three) months from date of expiry of guarantee period, **in the event of non submission of CPG** as per clause no. 5 above.

7. **Delivery Period:** The materials shall be delivered and commissioning at site within 18(eighteen) weeks from the date of awarding the contract / issue of order.

8. **Liquidated damage:** LD @ 0.5% on the contract value for per week of delay in delivery and commissioning subject to a maximum of 10% on the contract value shall be applicable.

9. **Guarantee / Warranty:**

- 9.1 The materials supplied shall be warranted / guaranteed as per manufacturer's norms or for a period of 18 months from the date of commissioning against manufacturing defect/ defective workmanship.
- 9.2 The successful bidder shall supply the materials to the satisfaction of the Engineer-in charge. Defective materials shall be replaced/ rectified by the supplier at free of cost immediately on intimation from this end.
10. **Submission of Manual:** The contractor shall submit the detailed manual of the DG set along with the offer.
11. **Operational Manual & Test Certificate :** The supplier / contractor shall provide operational manual and test certificate of the Generator set along with equipment.
12. **E-tendering / E- procurement:** This tender is being processed through e-tendering / e-procurement system. The bidding documents/ detail NIT are to be downloaded , filled in bids are to be submitted / uploaded through e-tendering system of NEEPCO Ltd at website <https://neepco.abcpurchase.com>.

13. Vendor Registration for Participation in Bids:

- 13.1 **Portal Registration:** The intending bidders have to register themselves in the portal <https://neepco.abcpurchase.com>. Information about the bidder required to be submitted during registration is available in the portal.
- 13.2 **Vendor Registration Fee:** The Fees for vendor registration in the portal is Rs. 3000/- (Rupees Three Thousand) only per year.

The bidder shall furnish the copy of receipt of payment for vendor registration at email id contract@neepco.gov.in & contract_khep@rediffmail.com to advise NEEPCO's service provider for approval of vendor registration.

Bidders who are already registered in the system shall ensure to keep their registration valid till completion of entire bidding process.

13.3 Procedures for payment of registration fee :

Bidders shall make payment of vendor registration fee of INR 3000.00 (Indian Rupees Three thousand only) at the following Account: Name of account : E Procurement Account, NEEPCO Ltd., Account No : 913020005982636 of Axis bank IFS Code : UTIB0000270.

The bidder shall clearly indicate the head against which payment has been made at the above mentioned account in the following format:

(i)-----/ NIT No. ----- dated -----/ Registration fee

(Name of bidder)

13.4 Procedure for Payment of BID Fees and EMD:



- a) Bidder shall make payment of Bid fees of amount Rs. 3000/- (non refundable) in the form a crossed bank draft in favour of North Eastern Electric Power Corporation Limited, payable at SBI, KHEPA, Garampani Branch Umrongo (SBI code 4812).
- b) The detail for submission of EMD amount of Rs. 15000/- is described at clause no. 4 (Terms & Conditions) and clause no. 16 of this tender specification.

Both Bid fees and EMD of the tender needs to be submitted physically (offline) i.e. either personally or by Registered Post in a sealed envelope at the following address so as to reach us before due date and time of opening of the tender. The Sr. Manager (E/M), C&P KHEP , NEEPCO Ltd. , Umrongso Dima Hasao , Assam Pin-788931 Phone : 03670-288241/ 288254 Fax : 03670 288240 / 288254

- 135 For any clarification related to e- procurement procedures of NEEPCO against this tender, bidders are requested to make their query as follows-

- a) Contact Sr. Manager (E/M) / Manager (E/M), C&P, KHEP at Phone no. : 03670-288241/288254, Fax no. : 03670-288240, email Id: contract_khep@rediffmail.com.
- b) Bidders may also contact e- Procurement Technologies ltd. (Service Provider of NEEPCO) having the following contact details :

e- Procurement Technologies Ltd.

A-201-208, Wall Street –II/ Opp. Orient Club
 Nr. Gujarat College/ Ellisbridge
 Ahmedabad- 80015
 Gujarat , India
 Tel: +91-79-40016802-77
 Cell : +91-9374519754/ 93779881191

14. Preparation and Submission of bids:

- 14.1 Bidder shall prepare and submit their bids in the electronic form at <https://neepco.abcpocure.com> . Online bidding forms shall be available in the above website. Submission of online bids is mandatory for consideration of the bids. The tender specification/ detail NIT can be downloaded from this website after vendor registration and payment of bid fee.
- 14.2 Bidders are also requested to visit the websites <https://neepco.abcpocure.com> and <https://neepco.gov.in> for any updated information / clarification regarding the tender.
- 14.3 Bidders may view the tender opening results of techno commercial and price bids at <https://neepco.abcpocure.com> by making their presence for online tendering opening.
- 14.4 In the online bid submission , bidders will submit their Techno – Commercial bids and Price bids in the online bidding forms using their digital signatures. Techno commercial bids shall be submitted / uploaded as per techno commercial checklist form and price to the quoted online in the price bid form readily furnished in the e-tendering portal.

- 14.5 Scan copy of EMD submitted in the form of DD or in the form of BG in the prescribed format in this tender specification to be uploaded.
- 14.6 Authentic documentary evidence in support of qualifying requirements as mentioned under sl. No. 1 above in the terms & conditions shall be uploaded along with the bid. For qualifying requirements, the documents should be submitted in the form of certificate of clients/ owners. Bids submitted without qualifying requirements shall be rejected.
- 14.7 A signed copy of the detail NIT/ tender specification must be uploaded along with the bid submission in acceptance of NIT conditions.
- 14.8 Besides the online submission , bidders shall compulsorily submit the following documents in offline mode / physically by registered post or in person in sealed envelop addressed to " The Manager(E) , C&P, KHEP , NEEPCO Ltd. , Umrongso, Pin -788931, Assam".
- a) Earnest Money Deposit in the form of DD.. The document must be submitted in a envelop super scribing "Bid Guarantee / EMD against NIT no. KHEP / C&P(E)/2016/250".
- 14.9 The documents submitted in offline/ physically must be sent by registered post with acknowledgement/ transmitted receipt / courier sufficiently in advance so as to reach the office of the under mentioned within the schedule dated and time of bid opening . The bidders are requested to ensure in their own interest the delivery of the documents on time.
- 14.10 Submission of bids not construe qualification for evaluation. The Corporation 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.
- 14.11 In the event the date of opening of bids is declared as a closed holiday for NEEPCO, the date of opening of bids will be the following working day at the appointed times.
- 14.12 If the bidder is eligible for any concessional duties and taxes he should invariably mention this in the bid. On or before the date of opening the price bid the bidder should also confirm any change in this regard. The price bid shall be evaluated on the basis of the information supplied by the bidder and hence the actual payments of taxes and duties shall be limited to the extent mentioned in the bid or in subsequent confirmation before opening of the price bids.
- 14.13 The bid will be opened at the time and date set for opening of bids, in presence of representatives of bidders. Bidders' authorized representative shall be permitted to attend the bid opening only on production of authorized letter. In the event that the day for opening of bids is holiday, the bids shall be opened on the next working day. No electronic recording device will be permitted during bid opening.
- 14.14 All texts and amounts of the bid shall be legibly written. The language and currency applicable are English and Indian currency respectively. In case of any discrepancy between figures and words, the amount indicated in words will be considered. In case of any discrepancy between unit rate and total amount, the total amount evolved by multiplying unit rate and quantity shall be considered. In case of discrepancy between lump sum amount and



breakup, the lump sum amount shall prevail. In such case the bidder shall adjust the breakup as and when requested for billing purpose.

14.15 Any action on the part of the bidder to revise the price or to change the structure of the price at his own instance after opening of the bid and within the validity of the offer shall not be possible.

14.16 The Corporation (NEEPCO) reserves the right to extend the last date and time for submission of bid submission and opening.

14.17 No separate tender document shall be issued against this NIT.

15. **Important Information and dates:**

S.N.	Particulars	Information / Dates
1	Tender Fees	Rs. 3000/-
2	Earnest Money Deposit (EMD)/ Bid Security	Rs. 15,000/-
3	Date of commencement of downloading of detail NIT/ tender specification from https://neepco.abcpurchase.com	12:00hrs. of 20.01.2016
4	Last Date & time for receipt of online bids	15:00hrs. of 22.02.2016
5	Last Date & time for receipt of offline documents	15:00hrs. of 22.02.2016
6	The last Date & time of online opening of bids	15:30hrs. of 22.02.2016

Encl.: 1. BG Format (Annexure-EMD & CPG)
2. Schedule of Technical Specification (Annexure-A)

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Manager (E/M), C&P (E)
KHEP, NEEPCO Ltd., Umrongso
Dima Hasao, Assam

