

NORTH EASTERN ELECTRIC POWER CORPORATION LTD
O/O THE GENERAL MANAGER (IT)
BROOKLAND COMPOUND::LOWER NEW COLONY
SHILLONG-793003

Notice Inviting Bid
N.I.B. NO: 01 Date: 28.03.2014

Sealed single part bid in NEEPCO's prescribed format with 180 (one hundred and eighty) days validity is invited from Manufacturers of Computer Printers or their authorized Service Providers for Annual Maintenance Contract (AMC) of Computer Printers installed at Corporate Office of NEEPCO at Brookland Compound, Lower New Colony, Shillong-793003, Meghalaya.

Bidders may download detailed bid documents and the qualifying criteria from NEEPCO website "www.neepco.gov.in" from 31.03.2014 to 29.04.2014 and submit the same, duly signed in all pages, along with their offer. The Fee for the detailed bid documents shall have to be submitted in a separate sealed cover superscripted with "**Fee for Bid Document of AMC for Computer Printers**" along with their offer. Any Bid submitted without this fee shall be rejected as non-responsive.

Non-transferable detailed bid documents may also be purchased from the Office of the undersigned on any working day between 31.03.2014 and 1100Hrs. of 29.04.2014, on application in plain paper and payment of the above Fee for bid documents.

Fee for detailed bid documents:

Bidders shall have to make a payment of ₹500.00 (Rupees five hundred only), through Demand Draft drawn in favour of NEEPCO Ltd, Shillong towards the cost of the detailed bid documents.

<i>Particulars</i>	Earnest Money Deposit	Minimum average annual Turnover of the last three financial years	Time and date of receipt of bids	Time & date of opening of bids
Annual Maintenance Contract of 149(one hundred and forty nine) numbers of Computer Printers of different makes as listed out at Annexure-I	₹3,600.00 (Rupees three thousand six hundred only)	₹ 2,68,000.00 (Rupees two lakhs sixty eight thousand only)	Upto <u>1400</u> hrs on <u>29.04.2014</u>	<u>1500hrs</u> on <u>29.04.2014</u>

QUALIFYING CRITERIA FOR BIDDERS:

Bidders must submit the following documents/Certificates in a separate sealed envelope superscribed with "**Qualifying Criteria Documents**" at the time of submission of bids:

1. Latest and valid Authorization Certificate from the Manufacturer in case the Bidder is an authorized Service Provider.
2. Copies of Orders to show that the Bidder has successfully executed the Annual Maintenance Contract of similar items for last 2(two) years prior to the date of opening of bids in Government/ Public Sector Undertakings. (At least three copies of Orders).

3. Performance Certificates from Government/Public Sector Undertakings for last 2(two) years prior to the date of opening of bids (At least three certificates)
4. Solvency Certificate from Banker indicating the amount (latest and valid certificate from any Nationalized/Scheduled Bank).
5. Documentary proof in the form of financial statement certified by a Chartered Accountant, indicating the minimum annual turnover as mentioned in the table above, for the last 3 (three) financial years, i.e 2010-11 to 2012-13.
6. Details of Service Centre(s) and information on service support facilities as per Annexure-A. Bidder should have Service Engineer(s) exclusively for NEEPCO at Shillong, whose name, address, along with Telephone and Fax number must be indicated. The Bidder should also furnish the e-mail address of the firm.

The Bid of only those Bidders who have submitted “Fee for Bid Document”, Earnest Money Deposit and fulfill all the Qualifying Criteria as mentioned above shall be considered for evaluation. Bids submitted without the above documents shall be rejected as non-responsive.

Bids shall be opened on the specified date and time in presence of bidders or their authorized representatives, if any. In the event the date specified for bid receipt and opening is declared as a closed holiday for NEEPCO, the last date for submission of bids and date of opening of bids will be the following working day at the appointed times.

Acceptance of bids shall not automatically construe qualification. The Corporation reserves the right to accept/reject or cancel the bids without assigning any reason thereof.

General Manager (i/c) - IT
NEEPCO Ltd, Shillong.