



नॉर्थ ईस्टर्न इलैक्ट्रिक पावर कॉर्पोरेशन लिमिटेड
भारत सरकार का उपक्रम

NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED

(A Government of India Enterprise)

Office of the Head of Plant

Ranganadi Hydro Electric Plant

ISO 9001-2008, ISO 14001-2004
BS OHSAS 18001-2007

Ranganadi Hydro Electric Plant, P.O. Ranganadi Project, Dist. Lower Subansiri, 791 119, A.P.
CIN No. U40101ML1976GOI001658

Notice Inviting Quotation No – 02/2014

Dtd 04/07/2011

The undersigned on behalf of “North Eastern Electric Power Corporation” (NEEPCO) (hereinafter referred as the Purchaser) hereby invites **Sealed tender** under single bid system with a validity of 180 (One Hundred Eighty Days) from authorized Dealer/ Distribution of HP/ Canon or both for supply of the following items. Terms & conditions are detailed herein under:

1. **Name of the work:** “Supply of Computer Consumables for RHEP”.
2. **Scope of Supply:-** The Supply of items should be as per Specification and Make mentioned in the schedule of item enclosed as Annexure A.
3. **Rate per unit basis:**
 - 3.1 Rate for the scope of supply of respective item against specification shall be “FIRM” till completion of supply irrespective of any quantity variation either upward or downward, i.e. Plus or Minus. No escalation of the rates quoted will be admissible.
 - 3.2 Bidders are to quote unit rates in numerical figures and words for the items indicated in Annexure-I. The tendered amount shall be legibly written in English in ink, in Indian currency both in numerical figures and words. In case of any discrepancy between figures and words, the rates in words will govern and considered for evaluation and subsequent placement of supply order. Erasing, over writing, changes and cuttings shall be initialed by the bidders.
 - 3.3 **Taxes, Duties & Levies:** Bidders shall quote their rates against respective item specification inclusive of all Packing and Forwarding charges, Transportation & Insurance Charges, CST, entry tax(wherever applicable), Excise duty and all other taxes and duties. However, all the taxes and duties should be indicated separately. No extra charge on this account shall be paid by the corporation. The Corporation shall treat the quoted rates as final and inclusive of all components & taxes etc. For Supplier outside the state of A.P., Entry Tax @ 12.5% is to be considered extra against the quoted rates.
 - 3.4. All the rates to be quoted for ‘**FOR** NEEPCO Ltd. Yazali, A.P’ basis.
4. **Payment Terms:**
 - 4.1 All the rates are to be quoted on ‘**FOR** NEEPCO Ltd. Yazali, A.P’ basis. The material will have to be delivered at Central Store, RHEP NEEPCO Ltd. Yazali. No extra transportation cost will be paid by the corporation.
 - 4.2 90% Payment will be released on receipt of all the materials in full and good condition and after inspection by the Engineer – In –Charge. Remaining 10% will be kept as Security deposit and shall be released after 1(One) month from date of completion of the supply. No part payment/advance payment will be entertained. Deputy Manager (IT) is the Engineer-In-Charge for this supply.
5. **Paying Authority:** The paying authority shall be Sr. Manager (F), F&A wing, RHEP, Yazali (A.P).
6. **Consignee:** - The Consignee shall be Sr. Manager(E), S&T, RHEP NEEPCO Ltd.

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7. Time of Completion: The supply shall be completed within 30(Thirty) days from the date of issue of the Order.

8. Qualifying Criteria:

The Qualifying criteria of the Tender has follows:-

- (i) The firm shall be a valid authorized dealer of HP / Canon or both on the date of closing of the bid.
- (ii) The firm shall submit a Solvency Certificate for an amount to ₹. 2,00,000.00 issued by a Nationalized/ Scheduled Bank.
- (iii) The Firm should have the experience of supplying Computer Peripherals amounting to ₹. 1,00,000.00 (Rupees One Lac) in the last 3(Three) financial years.

9. Compensation for Delay:

In case of delay in supply of items within the stipulated period indicated in clause no.4 above, compensation for delay at the rate of ½%(half percent) of the contract price shall be deducted for per week or part thereof of delay subject to a maximum of 10%(Ten percent) of the contract price. However, the Purchaser reserves the right not to accept the delayed items and cancel the order depending upon the discretion of Competent Authority.

10. Security Deposit:

A security deposit of 10% shall be deducted, which shall be released after completion of Inspection by Engineer – In –Charge or one month from the date of completion of supply, which ever is earlier. Any defect in the supply, detected after the completion of the supply or during inspection, shall be replaced by the Supplier at his own risk and cost, and no extra payment shall be made by the corporation. The nature and extent of defects to be considered for the purpose of Defect Liability, shall be decided by the Head of Project/EIC and decision of Head of Project/EIC in this matter shall be final and binding.

11. Earnest Money Deposit :

Earnest Money @2.5% for General Contractors/Firm & 1% (one percent) for SC/ST contractor of the quoted value shall be submitted in the form of Deposit at Call/Bankers cheque /Demand Draft duly pledged in favour of NEEPCO Ltd., Yazali, Lower Subansiri, Arunachal Pradesh. Our banker is S.B.I., Yazali – 9917. RHEP NEEPCO registered contractors are exempted from submitting the EMD along with the tender. Non submission of EMD and cost of tender documents, wherever applicable, shall result in cancellation of the bid document.

12. Submission of Documents:-

- a) The following documents are to be submitted along with the bid documents
 - i) Name & complete address of your firm / registered Office.
 - ii) Details of Bank Accounts
 - iii) EMD as specified under Clause 11 of NIQ
 - iv) The Cost of Bid Documents (if any)
 - v) Copy of PAN Card
 - vi) Copy of TIN /Sales Tax registration number.
 - vii) Solvency certificate as specified under Clause 8 of NIQ .
 - viii) Copy of the Previous supply Order.
 - ix) Copy of Dealership Certificate.

Incomplete submission of documents as mentioned above will lead to the rejection of the bid.

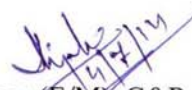
13. Terms & Condition for Submission of Tender:

- (i) Bid documents can be obtained from the Office of the Sr. Manager (E/M), C&P, RHEP, NEEPCO, Yazali, Arunachal Pradesh addressed to the Sr. Manager (E/M), C&P by paying a non refundable fee of ₹. 500.00 (Rupees Five Hundred only) as a cost of tender document till 02.08.2014.
- (ii) Bid documents can also be downloaded from the NEEPCO website www.neepco.gov.in. The cost of tender document has to be enclosed along with the downloaded bid documents.
- (iii) Sealed Tender is to be submitted to the undersigned during office hours namely, from 10:00 hrs to 17:00 hrs on all working days either in person or by speed post as per the following:

Date, time & place of submission of bid	Date, time & place of opening of bid
04/08/2014 up to 13:00 hrs, at Office of the Sr. Manager (E/M), C&P, RHEP, NEEPCO, Yazali, Arunachal Pradesh addressed to the Sr. Manager (E/M), C & P.	04/08/2014 at 15:30 hrs at Office of the Sr. Manager (E/M), C&P, RHEP, NEEPCO, Yazali, Arunachal Pradesh.

- (iv) Any query or clarification regarding the tender may be obtained during office hours from the address given below: Address for communication :
The Sr. Manager (E/M), C & P,
RHEP, NEEPCO Ltd.
P.O. Ranganadi Project, Yazali,
Arunachal Pradesh-791119,
Phone – 03809-222206, Fax – 222212
e-mail – contracts.rhep@gmail.com
- (v) Validity of bid : 180 (One Hundred Eighty) days.
- (vi) Bidders who intend to submit their bids in the speed post address, mentioned above, are to ensure that their bids reached (03) three days before the day set for opening of bids
- (vii) Tender will be opened in the presence of Bidder or his authorized representative who chooses to attend on the specified date and time.
- (viii) In the event of the date specified for bid receipt and opening being declared as a closed holiday for Purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed time and place.
- (ix) Tenders received by Fax or E- mail shall not be accepted.
- (x) The Corporation can not be held responsible for non receipt and Postal delay of the tenders dispatched through Post/ Courier.
- (xi) The Corporation reserves the right to accept or reject any or all tenders in part or full without assigning any reasons thereof and is not bound to accept the lowest bid.

Encl.: 1. Annexure-A


Sr. Manager (E/M), C&P
RHEP, NEEPCO Ltd. Yazali