



ISO 9001, 14001
& 45001

नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड

(भारत सरकार का उद्यम)

NORTH EASTERN ELECTRIC POWER CORPORATION LTD.

(A Govt. of India Enterprise)

मिनीरत्न : श्रेणी-I Miniratna : Category-I

एनटीपीसी लिमिटेड की पूर्ण स्वामित्व वाली सहायक कंपनी A Wholly Owned Subsidiary of NTPC Ltd.

Office of the Executive Director, Contracts and Procurement

Brookland Compound, Lower New Colony, Shillong- 793003

Phone No.0364-2227784; E-mail: contract@neepco.co.in

www.neepco.co.in; CIN - U40101ML1976GOI001658



CORRIGENDUM NO. 02 DATED 23.10.2024

TO

BID NO. GEM/2024/B/5440913 Dated 25.09.2024

Name of Service: Preparation of Detailed Project Report pertaining to Wah Umiam Pumped Storage Project (4 X 200 MW), E.K. Hills District, Meghalaya.

The following corrigendum to the Bid Document/ ATC is hereby issued:

INSTRUCTION TO BIDDERS AND FORMS & DATA SHEETS

1. Clause 1.5.2: Technical Qualifying Requirement, shall be read as below:

i) Experience in DPR completed Projects:

The bidder as Individual/ Company/Firm shall have successfully completed the following:

The Bidder should have experience in completion of Detailed Project Report of at least 1(One) Hydro/Pumped Storage Project of minimum 100 MW installed Capacity within last 15 (Fifteen) years from the date of floating of this NIB.

ii) Experience in DPR On-going Projects:

The bidder shall have in hand DPR preparation works for at least 1(One) No. of Hydro/Pumped Storage Projects, each having capacity of 100 MW or above.

Notes:

- The completed or on-going DPR (for projects located in India) or FR (for projects located outside India) of the project prepared & submitted by the bidder may be in India or outside India by the bidder itself. Experience of the Parent Company/ Holding Company of the bidder shall not be considered for evaluation. The supporting documents submitted against proof of experience must be issued in the name of the bidder. The supporting documents shall incorporate the scope of the work carried out by the bidder, value of the work, date of successful completion (in case of completed DPR/FR), name & address including contact no., email address of the clients/employers/owners etc. shall be furnished along with the Techno-commercial bids for establishing eligibility in terms of the Qualifying Requirements. It may be noted that completion of DPR means concurrence by CEA/equivalent Central or State Govt. agencies for the projects located in India or acceptance by appropriate authorities for projects located outside India. The supporting documents should clearly substantiate the same.
- The bidder must submit an undertaking as per the format in Data Sheet-1 by its Power of Attorney Holder jointly with Key Managerial Personnel (KMP) of the Company i.e. CEO/Managing Director/Company Secretary/Director/CFO/any other officer entrusted with substantial powers of the management of the affairs of the company/firm, declaring the data to be true and correct.

2. Clause 3.2.1 (i)(b) of ITB, shall be read as below:

DATA SHEETS:

- Data Sheet-1:** Details of Similar Experience.
- Data Sheet-2:** Brief Description of the Bidder's Organisation.

3. **Data Sheet-3:** Consultant/Bidder's relevant experience.
4. **Data Sheet-4:** Description of the Approach, Methodology and Service Plan for performing the assignment.
5. **Data Sheet-5:** Team Composition & Task Assignments.
6. **Data Sheet-6:** Qualification & Experience of Key Professionals.
7. **Data Sheet-7:** Format of Curriculum Vitae of proposed Professional Expert.
8. **Data Sheet-8:** Activity (Work) Schedule.
9. **Data Sheet-9:** Declaration assuring availability of the proposed Professional.
10. **Data Sheet-10:** Details of Ongoing Assignments of contractually committed.
11. **Data Sheet-11:** Details regarding Ex-Employees of NEEPCO Ltd.
12. **Data Sheet-12:** Information regarding Failure and Reasons thereof that occurred in performing Services in the projects where the firm was/is engaged.
13. **Data Sheet-13:** Letter of Undertaking (Secrecy and Confidentiality).
14. **Data Sheet-14:** Confirmation of the Site Visit and Project Appreciation by the Bidder.
15. **Data Sheet-15:** Financial Data Sheet.
16. **Data Sheet-16:** Existing commitment of works.
17. **Data Sheet-17:** Additional/Supplemental Information
18. **Data Sheet-18:** Check-List of documents to be submitted with the Bids.

The revised Data Sheets-1-18 is attached at **Annexure-A** for reference.

3. **Clause 4.4.2.3 (viii) of ITB, shall be read as below:**

Bidders shall be assessed in detail by means of a scoring method against the areas indicated below:

Parameter	Evaluation Criteria	Maximum Marks	Minimum Qualifying Marks	Minimum combined Technical Qualifying Marks
Technical (Quality) (80% Weightage)	A. Experience of the bidder and its capability related to similar works within last 15 (fifteen) years	40	20	70
	1. Experience in Completed Project	30		
	2. Experience in Ongoing Project	10		
	B. Qualifications and competence of the key professionals for the work	60	30	
Financial (Cost) (20% Weightage)				

Note:

In Technical Criteria, the bidders scoring at least 70 (Seventy) marks out of 100 (Hundred) in total and minimum 50% against each sub-heads, shall only be considered for further evaluation for award of work.

Table-1: Evaluation Criteria for Experience of the bidder related to similar works (Maximum 40 Marks)
Experience in Completed Project (Maximum 30 Marks)

Sl. No.	Criteria	Maximum Marks	Evaluation Criteria
A.1.	Preparation & submission of Detailed Project Report including subsequent clearances from the statutory authorities for Hydro/Pumped Storage Project completed within last 15 (Fifteen) years from the date of issue of the NIB. (Submission of performance certificate supporting the bidder's claim issued by the client in the name of the bidder is mandatory)	30 (Thirty)	
1.1.	Installed Capacity $\geq$ 100 MW		20 (Twenty) marks per project
1.2.	< 100 MW and $\geq$ 50 MW		15 (Fifteen) marks per project
1.3.	< 50 MW and $\geq$ 25 MW		10 (Ten) marks per project
1.4.	Less than 25 MW		No marks shall be awarded

Note:

1. Similar work means: Completion of bankable Detailed Project Report/Feasibility Report for a Hydro/Pump Storage Project in India or outside India carried out by the bidder on its own. Completion of DPR means concurrence by CEA/equivalent central or state govt. agencies for the projects located in India or acceptance by appropriate authorities for projects located outside India. For the works carried out outside India, DPR means FR (Feasibility Report) as an equivalent.
2. The cut-off date for evaluating the experience criteria shall be the last date of submission of proposal.
3. The bidder shall, solely be liable to the information furnished thereof and should furnish supporting documents as and when sought by NEEPCO.
4. Completion and work experience shall be evidenced by the client's certificate clearly indicating scope of the work/services with the client reference and issued only in the name of the bidder. Any certificate issued other than the said client and not in the name of the bidder shall not be considered for evaluation.

Table-2: Evaluation Criteria for Experience of the bidder related to similar works (Maximum 40 Marks)
Experience in Ongoing Project (Maximum 10 Marks)

Sl. No.	Criteria	Maximum Marks	Evaluation Criteria
A.2.	On-going Detailed Project Report Preparation works for Hydro/Pumped Storage Project. (Submission of copies of Work Order supporting the bidder's claim issued by the client in the name of the bidder is mandatory)	10 (Ten)	
1.1.	Installed Capacity $\geq$ 100 MW		7 (Seven) marks per project
1.2.	< 100 MW and $\geq$ 50 MW		5 (Five) marks per project
1.3.	Less than 50 MW		No marks shall be awarded

TABLE-3: Qualification of key personnel to be employed in the project.

Sl. No.	Key Personnel	Numbers to be deployed	Total Weightage	Weightage per key personnel	Rating		Rating					
					Professional Experience		Consultancy Experience in relevant Field					
					Post Graduate	Graduate	>20	>15 - 20	>10 - 15	>5 - 10	>2 - 5	<2
1.	Hydrologist	1	10.0%	10.0%	4.0%	3.2%	6.0%	4.8%	4.0%	3.2%	2.4%	0.0%
2.	Hydraulic Expert	1	10.0%	10.0%	4.0%	3.2%	6.0%	4.8%	4.0%	3.2%	2.4%	0.0%
3.	Dam Engineer	2	20.0%	10.0%	4.0%	3.2%	6.0%	4.8%	4.0%	3.2%	2.4%	0.0%
4.	Power House Civil Engineer	2	10.0%	10.0%	4.0%	3.2%	6.0%	4.8%	4.0%	3.2%	2.4%	0.0%
5.	Tunnel Engineer	1	5.0%	5.0%	2.0%	1.6%	3.0%	2.4%	2.0%	1.6%	1.2%	0.0%
6.	Engineering Geologist	1	10.0%	10.0%	4.0%	3.2%	6.0%	4.8%	4.0%	3.2%	2.4%	0.0%
7.	Structural Engineer	1	3.0%	3.0%	1.2%	1.0%	1.8%	1.5%	1.2%	1.0%	0.8%	0.0%
8.	Geo- Technical Engineer	1	2.0%	2.0%	0.8%	0.6%	1.2%	1.0%	0.8%	0.6%	0.4%	0.0%
9.	Hydro- Mechanical Expert	2	10.0%	5.0%	2.0%	1.6%	3.0%	2.4%	2.0%	1.6%	1.2%	0.0%
10.	Electro- Mechanical Expert	3	15.0%	5.0%	2.0%	1.6%	3.0%	2.4%	2.0%	1.6%	1.2%	0.0%
11.	Environmental Engineer	1	5.0%	5.0%	2.0%	1.6%	3.0%	2.5%	2.0%	1.5%	1.0%	0.0%
Grand Total		16	100%									

Note:

1. Bidders shall be evaluated on the basis of the numbers of key personnel against each qualification. No additional Weightage shall be given under this head in case of additional deployment of personnel against each qualification.
2. Bidders are to ensure that the strengths of the key personnel as well as site personnel and other technical personnel are maintained throughout the tenure of the design & review consultancy work. The bidder shall have to submit an undertaking in this regard.
3. The key personnel with age more than 75 (Seventy-Five) years shall not be considered for evaluation.
4. The key personnel should be either regular employee or under full time contract of the respective bidder. Otherwise, shall not be considered to evaluation.

All other terms and conditions contained in the Bid Document/ATC shall remain unchanged.


 23/8/2024
 Chief General Manager (C)
 Contracts & Procurement

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ANNEXURE-A: REVISED DATA SHEETS

ABM *ABM*

**DATA SHEET-1: DETAILS OF SIMILAR EXPERIENCE****Documentary Proof regarding Qualifying Requirements w.r.t. Technical Strength**

(The following table shall be filled in for the Consultant and for each member of a JV)

Consultant/JV Member's Name: (Insert Full Name)

Date: (Insert Day, Month & Year)

Tender No. and Title: (Insert tender number and title)

Page (Insert Page Number) of (Insert total number of pages)

Bidder should be a registered Indian Company and should have the following experiences:

- Completion of Detailed Project Report of at least 1 (One) Hydro/Pumped Storage Project of at least 100 MW installed capacity within last 15 (Fifteen) Years from the date of floating of this NIB.
- On-going DPR preparation works for at least 1 (One) No. of Hydro/Pumped Storage Project having installed capacity of 100 MW or above.

Sl. No.	Contract Identification	Role of Applicant	Document Submitted	Reference No.
1.	Contract Name: (Insert Full Name) Brief Description of the Services performed by the Consultant: (Describe the services performed) Amount of Contract: (Insert Amount) Date of Start: (Insert Date) Date of Completion: (Insert Date) Name of the Owner: (Indicate full name) Address: (Indicate full address of communication)	Insert "Consultant" or "Sub-Consultant"	Yes/No	
2.	Contract Name: (Insert Full Name) Brief Description of the Services performed by the Consultant: (Describe the services performed) Amount of Contract: (Insert Amount) Date of Start: (Insert Date) Date of Completion: (Insert Date) Name of the Owner: (Indicate full name) Address: (Indicate full address of communication)	Insert "Consultant" or "Sub-Consultant"	Yes/No	
3.				
4.				
5.				

Note:

- If required, additional sheets may be used.
- Supporting documents from client certifying the scope of the services and having successfully

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completed the same is required.

- In absence of supporting certificates from the client, such experiences not be considered for evaluation.
- In addition, Company Profile, Copy of Memorandum of Association (MoA)/Certificate of Registration of Company/Organization, etc. should be provided.

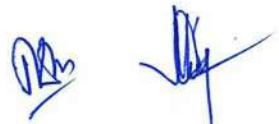
Signature of the authorized representative

Name: _____

Designation: _____

Name of the Consultant: _____

Stamp: _____



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DATA SHEET-2: BRIEF DESCRIPTION OF THE BIDDER'S ORGANISATION

(Provide here a brief (limited to two pages) description of the background and organization of consultant/entity and each associate for this assignment)

Signature: _____

(Seal & signature of Authorized Signatory of the bidder/Consultant)

In the Capacity of _____

Duly authorized to sign on behalf of _____





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DATA SHEET-3: CONSULTANT/ BIDDER'S RELEVANT EXPERIENCE

Name of the Consultant/Bidder: _____

(Use separate sheet for each LOA/PO ref.)

Sl. No.	Items	Particulars Required	Reference (Attachment for details)
1.	Purchase Order No./LOA No.	Copy of Purchase Order/LOA	
2.	Title of the Project		
3.	Scope of the Work	Provide Scope of the Work; highlight Key Result Areas expected and achieved	
4.	Clients Details	Name; Contact person's name & telephone no.; Official e-mail id; Please specify if the client is Govt./PSU/Private	
5.	Contract value of the Project	Provide particulars on Contract Value	
6.	Schedule time of completion		
7.	Actual time of completion	Date of start of work and date of completion may be furnished	
8.	Project work completion certificate	Completion Certificate/Letter issued by client	
9.	Manpower Deployed	Details of manpower deployed and their roles in the project	
10.	Name of the associated consultants, if any	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader, etc.)	

Note:

- Supporting documents from the client certifying consultant's scope of work, ToR and having completed the same satisfactorily required.
- In absence of supporting documents from the client, such experience/work shall not be considered for evaluation.

Signature of the authorized representative

Name: _____

Designation: _____

Name of the Consultant: _____

Stamp: _____





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**DATA SHEET-4: DESCRIPTION OF THE APPROACH, METHODOLOGY AND SERVICE PLAN
FOR PERFORMING THE ASSIGNMENT**

Technical approach, methodology and work plan are key components of the Technical Proposal. The Consultants are suggested to present their technical proposal (in details supported with charts, diagrams and progress reporting, etc.) divided into the following three chapters:

- ❖ Technical Approach and Methodology
- ❖ Work Plan
- ❖ Organization and Staffing

(a) Technical Approach and Methodology:

In this chapter the consultant should explain their understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities & obtaining the expected output, and level of details of such output. The Consultant should also highlight the problems being envisaged and their importance, and explain the technical approach the consultant would adopt to address them. The Consultant should also explain the methodologies proposed and highlight the compatibility of those methodologies with the proposed approach.

(b) Work Plan:

In this chapter the consultant should propose the main activities of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Owner), and delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan. The tentative list of the documents, including reports, drawings, and tables to be delivered as final output, should be included here. The work plan should be consistent with the work Schedule.

(c) Organization and Staffing:

In this chapter the consultant should propose the structure and composition of their team. The Consultant should list the main disciplines of the assignments, the key expert responsible and technical and support staff.

(Signature of the Consultant with Seal)

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DATA SHEET-5: TEAM COMPOSITION & TASK ASSIGNMENTS

1. Hydrologist

Sl. No.	Name	Position	Task

2. Hydraulic Expert

Sl. No.	Name	Position	Task

3. Dam Engineer

Sl. No.	Name	Position	Task

4. Power House Civil Engineer

Sl. No.	Name	Position	Task

5. Tunnel Engineer

Sl. No.	Name	Position	Task

6. Engineering Geologist

Sl. No.	Name	Position	Task

7. Structural Engineer

Sl. No.	Name	Position	Task

8. Geo-Technical Expert

Sl. No.	Name	Position	Task

9. Hydro-Mechanical Expert

Sl. No.	Name	Position	Task

10. Electro-Mechanical Expert

Sl. No.	Name	Position	Task

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11. Environmental Engineer

Sl. No.	Name	Position	Task

(Signature of the Consultant with Seal)




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DATA SHEET-6: QUALIFICATION & EXPERIENCE OF KEY PROFESSIONALS

(To be given only for the categories listed in "Team Composition and Task Assignments" Data Sheet 6)

Sl. No.	Detail	Professional Staff										
		1	2	3	4	5	6	7	8	9	10	11
		Hydrologist	Hydraulic Expert	Dam Engineer	Power House Civil Engineer	Tunnel Engineer	Engineering Geologist	Structural Engineer	Geo-Technical Engineer	Hydro-Mechanical Expert	Electro-Mechanical Expert	Environmental Engineer
1.	Name											
2.	Age											
3.	Nationality											
4.	Qualification											
5.	Date since when the professional has been in employment with Consultant's organization											
6.	No. of years of experience in detailed design and engineering of Hydro/Pumped Storage Projects											
7.	No. of years of experience in detailed design and engineering of related fields											
8.	Marks obtained as per Table-3 " Qualification of key personnel to be employed in the project " of Clause 4.4.2.3 (viii) of ITB and Forms & Data Sheets of Bid document/ATC (to be indicated by the bidder)											
9.	Submission of relevant experience certificates	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N

The CV covering the similar experience portion in bold letters with photograph of the person duly signed by the professional and authorized signatory of the consultant. The CV of the proposed key professional staff (mentioning therein the date of appointment) duly signed by the professional key staff and verified/counter signed by the bidder shall be submitted. Consultant/bidder may furnish the documentary proof of the above mentioned wherever required.

(Signature of the Consultant with Seal)




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DATA SHEET-7: FORMAT OF CURRICULUM VITAE OF PROPOSED PROFESSIONAL EXPERT

(Use the format given below for each individual with their latest photograph)

1.	Proposed Position: (Only one candidate shall be nominated for each position)		Latest Coloured Photograph
2.	Name:		
3.	Date of Birth:		
4.	Nationality:		
5.	Current Designation:		
6.	Educational Qualification:		
7.	Membership of Professional Association:		
8.	Training Certifications:		
9.	Countries of Work Experience: (List of Countries where the expert has worked in the last 10 years)		
10.	Publication in National Journals, etc.:		
11.	Proposed Roles to be assigned:		
12.	Areas of Expertise:		
13.	Summary of Professional Experience:		
14.	Period of Association with the Organization:		
15.	Details of relevant project and experience (such as roles and responsibilities, details of project such as detail of customer, description and any other details regarding the project)		
	Project # 1		
	Project # 2		
	-----	-----	
	-----	-----	
16.	Detailed Tasks Assigned (List all tasks to be performed under this assignment)		
17.	Work undertaken the Best illustrates Capability to handle the Tasks Assigned (Among the assignments in which the staff has been involved, indicate the following information for those assignments that best illustrate staff capability to handle the tasks listed under point 15) Name of assignment or project: _____ Year: _____ Location: _____ Client: _____		




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	Main Project Features: Positions held: Activities performed:
18.	Any other information:
19.	Certification: I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged. Signature of the Expert (Name of the Expert) Date: Signature of the authorized representative of the Consultant Full name of the authorized representative

(Signature of the Consultant with Seal)




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DATA SHEET-8: ACTIVITY (WORK) SCHEDULE

Activity (Work) Schedule									
Sl. No.	Item of Activity (Work)	Week wise program (in form of bar chart)							Total
		1 st	2 nd	3 rd	-	-	-	N th	
1.									
2.									
3.									
4.									
-									
-									
-									
-									
N									

Notes:

1. List the deliverables with the breakdown for activities required to produce them and other benchmarks such as the Client's approval.
2. Duration of activities shall be indicated in the form of a bar chart.
3. Include a legend, if necessary, to help for reading the chart.
4. The work/ activities shall be so planned/ framed so as to be completed within the scheduled time period mentioned in the "Terms of Reference (ToR)".
5. 1 (One) Week shall be considered as seven (7) days.

(Signature of the Consultant with Seal)

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DATA SHEET-9: DECLARATION ASSURING AVAILABILITY OF THE PROPOSED PROFESSIONAL

To,

The Executive Director,
Contracts & Procurement,
NEEPCO Ltd., Lower New Colony,
Shillong – 793003, Meghalaya.

Dear Sir,

Sub: ENGAGEMENT OF CONSULTANT FOR PREPARATION OF DPR PERTAINING TO WAH UMIAM PUMPED STORAGE PROJECT (4 X 200 MW), E. K. HILLS DISTRICT, MEGHALAYA.

It is hereby declared that all the professionals who's CVs have been enclosed with our proposal shall be available for the proposed assignment in case of award of the consultancy contract to us. Their availability is assured by us for the assigned task.

Experts engaged for the consultancy work shall continue in the assignment for the entire contract duration from the date of bid submission.

Date:

Signature of the authorized signatory

Name:

Designation:

Organization:

Date & Place:

Phone/Fax/Mobile/Email:




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DATA SHEET-10: DETAILS OF ONGOING ASSIGNMENTS OF CONTRACTUALLY COMMITTED

The Bidder will submit the **Details of Ongoing Assignments of Contractually Committed** till in Tabular form with the following information.

1. Name of the Projects & address
2. Scope of work
3. Date of LOA of the assignments
4. Total awarded value of the project
5. Schedule completion of the project

Signature of authorized representative:

Name:

Designation:

Name of the agency:

Stamp of the agency:




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DATA SHEET-11: DETAILS REGARDING EX-EMPLOYEES OF NEEPCO LTD.

(On the Letter Head of the Bidder)

We furnish the details of ex-employees of NEEPCO Ltd., retired/resigned at the level of Manager or above from NEEPCO Ltd. and subsequently have been employed by us:

Name of the Person and designation in NEEPCO at the time of retirement/resignation	Date of Retirement/Resignation from NEEPCO	Date of Joining and present designation in our organization

Signature of authorized representative:

Name:

Designation:

Name of the agency:

Stamp of the agency:




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**DATA SHEET-12: INFORMATION REGARDING FAILURE AND REASONS THEREOF THAT OCCURRED IN
PERFORMING SERVICES IN THE PROJECTS WHERE THE FIRM WAS/IS ENGAGED**

Bidder will submit the details of the failures and delays of the assignments undertaken till in Tabular Form with the following information:

1. Name of the Projects & Address
2. Date of LOA of the assignments
3. Total awarded value of the project
4. Reason of failure & delays
5. Likely completion date of the project

Signature of authorized representative:

Name:

Designation:

Name of the agency:

Stamp of the agency:




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DATA SHEET- 13: LETTER OF UNDERTAKING (SECRECY AND CONFIDENTIALITY)

(In Rs. 10 Non-Judicial Stamp Paper)

I _____ (name) _____, S/o _____ (Designation & Address) and authorized signatory of _____ (Name & Address of the Company) _____ do hereby undertake for and on behalf of the Company to maintain secrecy and confidentiality of all the information such as software/documents/data/designs/photographs/any relevant material in hardcopy/softcopy received from NEEPCO Ltd. which will be used only for the work under this contract i.e. **"Engagement of Consultant for Preparation of Detailed Project Report pertaining to Wah Umiam Pump Storage Project (4 x 200 MW), E.K. Hills District, Meghalaya"** and same shall be returned to NEEPCO Ltd. Any information etc. received from NEEPCO Ltd. will be kept secret in strict confidence and will not be used/shared for any other purpose with any person/company. In case of any violation of secrecy and confidentiality clause, the company undertakes to indemnify NEEPCO Ltd. for any loss occasioned there from apart from any civil and criminal action available to NEEPCO Ltd. under law.

Signature of authorized representative:

Name:

Designation:

Name of the agency:

Stamp of the agency:

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DATA SHEET-14: CONFIRMATION OF THE SITE VISIT AND PROJECT APPRECIATION BY THE BIDDER

Name of Bidder: _____

We _____ (Name of the Bidder) whose registered office is at _____ (Official Address of the Bidder) declare herewith that our representatives have visited the site of the work on _____ day of _____, and that we have fully informed ourselves of all the conditions, local and otherwise, which may affect the preparation of this tender and the performance of the works.

Subsequent to the site visit we have prepared the attached Project Appreciation Report in accordance with the Instruction to the Bidders.

Give Names and Positions of the representative(s) who took part in the site visit(s):

Name: _____	Signature: _____
Position: _____	Date: _____
Representative of: _____	

Name: _____	Signature: _____
Position: _____	Date: _____
Representative of: _____	

Name: _____	Signature: _____
Position: _____	Date: _____
Representative of: _____	

(N.B.: Detailed report on site visit describing Project Appreciation in accordance with requirements specified in the Instruction to the Bidders to be attached separately along with this data Sheet)

Dated: _____

Signature: _____




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DATA SHEET-15: FINANCIAL DATA SHEET

Name of Bidder: _____

Bidders should provide financial information to demonstrate that they meet the requirements stated in the Instructions to Bidders summarizing actual assets and liabilities in INR.

Fill in the blanks for each of the last 5 (five) financial years, duly certified by Chartered or Public Accountant or Chamber of Commerce or Banks.

	Year I	Year II	Year III	Year IV	Year V
1. Share Capital					
	Year I	Year II	Year III	Year IV	Year V
2. Paid up Capital					
	Year I	Year II	Year III	Year IV	Year V
3. Free Reserve (gross)					
	Year I	Year II	Year III	Year IV	Year V
4. Unallocated balance surplus					
	Year I	Year II	Year III	Year IV	Year V
5. Expenses not written off					
	Year I	Year II	Year III	Year IV	Year V
6. Total current assets					
	Year I	Year II	Year III	Year IV	Year V
6.1 Total cash and deposits					
	Year I	Year II	Year III	Year IV	Year V
6.2 Deposits with bids or otherwise as guarantees (due within ninety (90) days)					

BM

[Signature]

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	Year I	Year II	Year III	Year IV	Year V
6.3 Amounts receivable from completed contracts (due within ninety (90) days)					
	Year I	Year II	Year III	Year IV	Year V
6.4 Amounts receivable from completed contracts after retention (due within ninety (90) days)					
	Year I	Year II	Year III	Year IV	Year V
6.5 Stocks and bonds at present market value					
	Year I	Year II	Year III	Year IV	Year V
6.6 Any other current assets (due within ninety (90) days)					
	Year I	Year II	Year III	Year IV	Year V
7 Closing stock if any					
	Year I	Year II	Year III	Year IV	Year V
8. Total current liabilities (give in details)					
	Year I	Year II	Year III	Year IV	Year V
9. Total assets					
	Year I	Year II	Year III	Year IV	Year V
10. Total liabilities					
	Year I	Year II	Year III	Year IV	Year V
11. Contingent Liability (give in details)					
	Year I	Year II	Year III	Year IV	Year V
12. Total profit before tax					
	Year I	Year II	Year III	Year IV	Year V
13. Turnover from Contracting during the financial year.					
14. Exchange rate adopted if any for the equivalent in US\$:					




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15. Bank references and address:
16. Credit Line Instruction (list names of institutions and maximum Credit Line; attach respective letters from sureties)
Maximum Amount in INR
.....
.....
17. Current Solvency Certificate (Certificate indicating amount.)
Notes:
Item 1: The amount for share capital shall include retained earnings.
Item 17: Attach respective letters from banks (Bank Credit Letter).

NB: This Form is to be duly certified by the Chartered Accountant with due mention of UDIN (Unique Document Identification Number) in the certificates and attestations by the Chartered Account.

.....
(Place and Date)

.....
(Name and Signature of Authorized Representative)

Dated: _____

Signature: _____

North Eastern Electric Power Corporation Ltd.

Preparation of Detailed Project Report pertaining to Wah Umiam Pumped Storage Project (4 X 200 MW), E.K. Hills District, Meghalaya



ISO 9001, 14001
& 45001

Bid Document/ATC

Instruction to Bidders
and Forms & Data Sheets

DATA SHEET-16: EXISTING COMMITMENT OF WORKS

Name of Bidder:

Bidders shall provide information on their work commitment.

Sl. No.	Name of contract presently at hand	Name & Address with Phone No./ Mobile No. and Email address of client/ owner/ purchaser/ developer.	Date of award of work	Completion period	Value of work	Anticipated date of completion
1.						
2.						
3.						
4.						
5.						

Dated _____

Signature _____

Note: Bidder shall submit documents in support of the data / information provided in the above data sheet in the form of certificate of client/ owner/ purchaser /developer. This data sheet shall be required for evaluation of Bid capacity of Financial Qualifying Requirement as specified in Qualifying Requirements of ITB.

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DATA SHEET-17: ADDITIONAL/SUPPLEMENTAL INFORMATION

Name of Bidder:

Add any further information that the Bidder considers to be relevant to the evaluation of Technical proposal.
If the Bidder wishes to attach other documents, list them below.

Bidders should not enclose testimonials, certificates, and publicity material with their Bids, they will not be taken into account in the evaluation of Technical qualifications and will be discarded.

Dated _____

Signature _____




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DATA SHEET-18: CHECK-LIST OF DOCUMENTS TO BE SUBMITTED WITH THE BIDS

Name of Bidder:

Sl. No.	List of documents to be submitted by the Bidders with the Bids	Ref. to Detailed Bid Document	Description on mode of submission of documents by the Bidders	Compliance (Yes/No)	Page Nos. (To be mandatorily marked in the documents submitted)
1	Fulfills General Qualifying Requirement	Cl. 1.5.1 of Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/upload required supporting documents, duly signed and stamped with online Techno-Commercial bids.	Yes/No	
2	Fulfills Technical Qualifying Requirement	Cl. 1.5.2 of Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/upload required supporting documents, duly signed and stamped with online Techno-Commercial bids.	Yes/No	
3	Fulfills Financial Qualifying Requirement	Cl. 1.5.3 of Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/upload required supporting documents, duly signed and stamped with online Techno-Commercial bids.	Yes/No	
4	FORM-A: Bid Form	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/upload Form-A: Bid Form, duly filled up, signed and stamped with online bids.	Yes/No	
5	FORM-B: Warranty Form	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/upload Form-B: Details of Bidder, duly filled up, signed and stamped with online bids.	Yes/No	
6	FORM-C: Bid Security/ EMD Form	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-C: Bid Security/ EMD, with online bids, including its physical submission in original.	Yes/No	
7	FORM-D: Power of Attorney Form	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Bid Form-D: Power of Attorney, with online bids, including its physical submission in original, if applicable.	Yes/No	
8	FORM-E: Undertaking for Bidders who are registered as Micro/Small Enterprises	Instruction to Bidders	Bidders shall submit/ upload Form-E, duly filled up, signed, stamped along with relevant supporting	Yes/No	




North Eastern Electric Power Corporation Ltd.	 ISO 9001, 14001 & 45001	Bid Document/ATC Instruction to Bidders and Forms & Data Sheets
Preparation of Detailed Project Report pertaining to Wah Umiam Pumped Storage Project (4 X 200 MW), E.K. Hills District, Meghalaya		

Sl. No.	List of documents to be submitted by the Bidders with the Bids	Ref. to Detailed Bid Document	Description on mode of submission of documents by the Bidders	Compliance (Yes/No)	Page Nos. (To be mandatorily marked in the documents submitted)
	(wherever applicable) with certificates from concerned authorities.	and Forms & Data Sheets of ATC	documents/ certificate, in case of MSE Bidders, with the online bids.		
9	FORM-F: Documents for verification of local content, as per Cl. 1.6 (iii) of this ITB of Bid Document/ATC	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-F, duly filled up, signed, stamped with the online bids.	Yes/No	
10	FORM-G: Declaration of Bidder covering Cl. 1.3 of this ITB of Bid Document/ATC	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-G, duly filled up, signed, stamped with the online bids.	Yes/No	
11	FORM-H: Declaration of Bidder covering Cl. 1.4 of this ITB of Bid Document/ATC	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-H, duly filled up, signed, stamped with the online bids.	Yes/No	
12	FORM-I: Certificate regarding Compliance	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-I, duly filled up, signed, stamped with the online bids.	Yes/No	
13	FORM-J: Bank Details for e-Payment	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-J, duly filled up, signed, stamped with the online bids.	Yes/No	
14	FORM-K: Bid Security Declaration	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-K, duly filled up, signed, stamped with the online bids.	Yes/No	
15	FORM-L: Undertaking by the Parent /Holding Company	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-L, duly filled up, signed, stamped with the online bids.	Yes/No	
16	FORM-M: Parent/Holding Company Agreement	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Form-M, duly filled up, signed, stamped with the online bids.	Yes/No	
17	DATA SHEET-1: Details of Similar Experience	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-1, duly filled up, signed, stamped with the online bids.	Yes/No	

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Sl. No.	List of documents to be submitted by the Bidders with the Bids	Ref. to Detailed Bid Document	Description on mode of submission of documents by the Bidders	Compliance (Yes/No)	Page Nos. (To be mandatorily marked in the documents submitted)
18	DATA SHEET-2: Brief Description of the Bidder's Organisation	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-2, duly filled up, signed, stamped with the online bids.	Yes/No	
19	DATA SHEET-3: Consultant /Bidder's relevant experience	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-3, duly filled up, signed, stamped with the online bids.	Yes/No	
20	DATA SHEET-4: Description of the Approach, Methodology and Service Plan for performing the assignment	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-4, duly filled up, signed, stamped with the online bids.	Yes/No	
21	DATA SHEET-5: Team Composition & Task Assignments	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-5, duly filled up, signed, stamped with the online bids.	Yes/No	
22	DATA SHEET-6: Qualification & Experience of Key Professional	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-6, duly filled up, signed, stamped with the online bids.	Yes/No	
23	DATA SHEET-7: Format of Curriculum Vitae of proposed Professional Expert	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-7, duly filled up, signed, stamped with the online bids.	Yes/No	
24	DATA SHEET-8: Activity (Work) Schedule	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-8, duly filled up, signed, stamped with the online bids.	Yes/No	
25	DATA SHEET-9: Declaration assuring availability of the proposed Professional	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-9, duly filled up, signed, stamped with the online bids.	Yes/No	
26	DATA SHEET-10: Details of Ongoing Assignments of contractually committed	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-10, duly filled up, signed, stamped with the online bids.	Yes/No	
27	DATA SHEET-11: Details regarding Ex-Employees of NEEPCO Ltd.	Instruction to Bidders	Bidders shall submit/ upload Data Sheet-11, duly filled up, signed, stamped with the online bids.	Yes/No	




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Sl. No.	List of documents to be submitted by the Bidders with the Bids	Ref. to Detailed Bid Document	Description on mode of submission of documents by the Bidders	Compliance (Yes/No)	Page Nos. (To be mandatorily marked in the documents submitted)
		and Forms & Data Sheets of ATC			
28	DATA SHEET-12: Information regarding Failure and Reasons thereof that occurred in performing Services in the projects where the firm was/is engaged	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-12, duly filled up, signed, stamped with the online bids.		
29	DATA SHEET-13: Letter of Undertaking (Secrecy and Confidentiality)	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-13, duly filled up, signed, stamped with the online bids.	Yes/No	
30	DATA SHEET-14: Confirmation of the Site Visit and Project Appreciation by the Bidder	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-14, duly filled up, signed, stamped with the online bids.	Yes/No	
31	DATA SHEET-15: Financial Data Sheet	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-15, duly filled up, signed, stamped with the online bids.	Yes/No	
32	DATA SHEET-16: Existing Commitment of Works	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-16, duly filled up, signed, stamped with the online bids.	Yes/No	
33	DATA SHEET-17: Additional/ Supplemental Information	Instruction to Bidders and Forms & Data Sheets of ATC	Bidders shall submit/ upload Data Sheet-17, duly filled up, signed, stamped with the online bids.	Yes/No	
34	Any other documents	Any relevant Bid conditions	Bidders shall submit/ upload any other documents, which are required in terms of relevant bid conditions with online Techno-commercial bids.	Yes/No	

Note: Bidder shall refer to above check list for compliance on submission of all the required documents/data to be submitted by the Bidder with the Bid. However, submission of documents/ data as per the above check list will not absolve the bidder from submission of any other required documents/ data to be submitted by the bidder complete in all respect under the Bid as per the bid conditions.

Dated _____

Signature of Bidder _____