

नॉर्थ ईस्टर्न इलैक्ट्रिक पावर कॉरपोरेशन लिमिटेड  
भारत सरकार का उपक्रम

**North Eastern Electric Power Corporation Limited**

(A Government of India Enterprise)

Brookland Compound, Lower New Colony,  
Shillong Meghalaya – 793003



ISO: 9001-2000  
ISO: 14001-2004  
OHSAS: 18001-1999

## **NOTICE INVITING BID**

(DOMESTIC COMPETITIVE BIDDING)

**(THROUGH E-TENDERING)**

### **FOR**

### **BID MANAGEMENT CONSULTANCY**

(FOR AWARD OF EPC CONTRACT WORKS FOR SETTING UP OF 200MW  
CAPACITY SOLAR PHOTOVOLTAIC POWER PROJECT ALONG WITH ITS  
COMPREHENSIVE O&M)

**NIB No. 286 dtd. 29.06.2018**

CONTRACTS & PROCUREMENT,  
NEEPCO, BROOKLAND COMPOUND,  
LOWER NEW COLONY,  
SHILLONG – 793003  
MEGHALAYA, INDIA

E-MAIL: [contract\\_neepco@yahoo.com](mailto:contract_neepco@yahoo.com)

WEBSITE: [www.neepco.co.in](http://www.neepco.co.in)

PHONE/FAX: 0364-2224596

**NOTICE INVITING TENDER**  
(DOMESTIC COMPETITIVE BIDDING)  
**NIB NO. 286 DATED 29.06.2018**

- 1.1** NEEPCO Limited, a leading Public Sector Enterprise of Govt. of India, hereinafter referred to as 'the Employer', responsible for Planning, Design, Construction, Operation and Maintenance of Hydroelectric Power Projects as well Gas Based Thermal Power Projects has recently diversified into Wind & Solar power projects. It intends to implement - **200 MW solar power project in Dhenkanal, Odisha** referred to as 'the Project' by Domestic Competitive Bidding.
- 1.2** **Brief Scope of Work:** Bid Management Consultancy for "Award of Engineering, Procurement and Construction (EPC) contract work for setting up 200 MW capacity Solar PV Power Project along with its comprehensive Operation & Maintenance".
- 1.3** The bidder must satisfy the following qualifying criteria / requirements:

**1.3.1 Nature of Bidder:**

The Bidder should be a body incorporated in India under the Companies Act, 1956 or 2013, including any amendment thereto. A copy of Certificate of Incorporation, Memorandum of Association & Article of Association shall be furnished along with the Bid in support of above. It includes LLP registered under Indian Companies Act 2013.

**Note:**

The Bidders participation in the Form of JV/Consortium will not be allowed.

**1.3.2 Technical Criteria:**

The Bidder should have executed Bid Management Consultancy Services (scope including preparation of EPC Tender Documents, Tender Assistance, Techno-Commercial Evaluation of Bids, Financial Evaluation of Bids, Shortlisting of Bidders, Final Selection of Bidder, etc.) for Projects in India, out of which at least 1 project, where Bid Management Consultancy was completed in the last 5 years, had a value of Rs. 100 Crs. and above.

**Note:**

- a. Bid Management Consultancy experience in the field of MW based Solar Power Projects shall be an added advantage.
- b. Bid Management Consultancy experience with a client from CPSU/State Govt. shall be an added advantage.
- c. The Experience of Project Management Consultancy Services (PMC) in respect to Projects shall also be considered towards fulfilling the eligibility requirement considering that Bid Management Consultancy is part of the PMC.
- d. Bidder shall submit an end-user certificate of successful completion of the Bid Management Consultancy Services which shall include the Name & Address of Client, Location, Capacity, Contract No. and Contract Value.

### 1.3.3 Financial Criteria:

(a) Minimum Average Annual Turnover (MAAT):

The average annual turnover of the bidder in the best 3 (three) financial years out of the last 5 (five) financial years should not be less than Rs. 69 Lakhs (Rupees Sixty Nine Lakhs only).

(b) Net Worth:

The Net Worth of the bidder as on last day of the preceding financial year, shall not be less than 50% of the Paid up Share Capital.

The Net Worth shall be calculated based on Subscribed and Paid-up Capital + Free Reserves + Unallocated balance surplus amount of Profit & Loss Accounts if not reduced from Reserves less (i) expenses not written off (ii) Loss in Profit & Loss Account.

Complete Audited Annual Reports along with Audited Balance Sheets, Profit and Loss Account & detailed Schedule and other financial statements for the preceding 5(five) financial years, ending 31<sup>st</sup> March of the previous Financial Year, along with Letter of adequacy and commitment from their Bankers/Financial Institutions of International repute should be furnished along with their bids for evaluating the above financial criteria. In case where the audited results of the preceding financial years are not available, certified financial statements from a practicing Chartered Accountant will be also be considered acceptable.

**(c) Liquid Assets:**

The bidder should have liquid assets or / and evidence to availability of unutilized credit facilities of not less than Rs. 14 Lakhs

The certificate of the Banker regarding the availability of unutilized credit facility should not be dated earlier than 30 (thirty) days prior to the date of opening the bid.

**(d) Bid Capacity:**

The available Bid Capacity of the Bidder at the time of submission of Bid, calculated as under should not be less than Rs. 34 Lakh.

Bid Capacity =  $A \times N \times 2 - B$ , where,

A = maximum value of works executed in any one year during last 7 (seven) years (at current price level).

N = Completion time of the proposed work in years.

B = Value at current price level of existing commitments and ongoing works to be completed during next N years.

Bid capacity shall be assessed at the time of submission of Techno-commercial Bid, for which the bidder shall have to submit documentary evidence in support of "A" & "B" above along with their Bid.

- 1.3.4** A Consultancy firm which is a Joint Venture/sister concern of any EPC Firm is not qualified to participate in this bid. Both the consultancy firm and the individuals involved in this consultancy cannot be associated or receive any monetary or other benefits from the recommended EPC Firm. **Bidders have to submit a confirmation certificate in this regard.**

- 1.3.5** Consultancy firms are not allowed to form consortium, JVs, partnerships or sub-contracting arrangements at any stage of bid or subsequent consultancy assignment.
- 1.3.6** Consultancy firm that will be successful in this bid shall not be eligible to participate in the EPC Tender at his own or as associated / JV Partner to any other firms.
- 1.3.7** The bidder shall furnish copies of the following Registration Certificates;
- (a) Registration for GST
  - (b) PAN (Permanent Account Number)
- 1.3.8** The bidders shall also provide satisfactory evidence with respect to the following:
- 1.3.8.1** The Bidder should not have been banned/ de-listed/ black listed/ debarred from business by any Government / Government Agency/PSUs in India on any grounds during last 03 (three) years.
  - 1.3.8.2** They do not anticipate change in the Ownership of their concern during the proposed period of work. If such a change is anticipated, the scope and effect thereof shall be defined.
  - 1.3.8.3** They have adequate financial stability and status to meet the financial obligations pursuant to the scope of the works. They shall submit copies of their audited Annual Reports and balance sheet for the last 5 (five) years and the latest Tax Clearance Certificate and latest Banker's certificate indicating amount in support of solvency.
  - 1.3.8.4** In case bidders are unable to furnish such certificates, they shall give valid reason for the same. The Owner reserves the right to reject any bid if Tax Clearance Certificate or the reasons for the bidders' inability to furnish such a certificate are not mentioned in the bids.
  - 1.3.8.5** Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any bank.
  - 1.3.8.6** The above requirements are minimum and the Owner reserves the right to request for any additional information and also reserves the right to reject the proposal of any bidder if, in the opinion of Owner, the qualification data furnished by the bidder is incomplete or the bidder is found to be not qualified to satisfactorily perform the works.
  - 1.3.8.7** Notwithstanding anything stated above, the Owner reserves the right to assess bidders' capability and capacity to perform the work, should the circumstances warrant such an assessment, in the overall interest of the Owner.
  - 1.3.8.8** Each bidder shall submit only 1 (one) bid. A bidder who submits or participates in more than 1 (one) bid will be disqualified.

**1.4 Time for Completion:**

- a) The basis of consideration and the essence of the Contract shall be the strict adherence to the time schedule for performing the specified works under the Contract.
- b) Completion period of the scope of work shall be 6 (Six) months from the date of issue of Letter of Intent.

**1.5 EARNEST MONEY DEPOSIT:**

Earnest Money Deposit (EMD) for this tender shall be INR. 69,000/- (Rupees Sixty Nine Thousand only) and shall be submitted as per procedure detailed in Section-B of the bid document.

**1.6 BID SUBMISSION:**

- a) Online Bid Submission – Technical Bid (Part-I) in pdf and Price Bid (Part-II) in electronic format, complete in all respect must be submitted on the portal **<https://neepco.abcprocure.com>** by 30.07.2018 (up to 14:00 Hrs.).
- b) Offline Documents to be submitted as mentioned elsewhere in the bid Document must be delivered in sealed envelope to the below mentioned office within 7(seven) days of opening of Technical Bid(Part-I)

The bidder shall ensure that all the offline documents to be physically submitted shall also be scanned and uploaded alongwith Technical Bid in ONLINE submission.

The Address for submission of Hard Copies and Opening of the Bid is as under:

The General Manager (C), i/c Contracts & Procurement  
NEEPCO Ltd, Brookland Compound,  
Lower New Colony, Shillong, India – 793 003  
E-MAIL: [contract\\_neepco@yahoo.com](mailto:contract_neepco@yahoo.com)  
WEBSITE: [www.neepco.co.in](http://www.neepco.co.in)  
PHONE/FAX: 0364-2224596

The envelope(s) containing documents must be clearly marked - Bid Management Consultancy for “Award of Engineering, Procurement and Construction (EPC) contract work for setting up 200 MW capacity Solar PV Power Project along with its comprehensive Operation & Maintenance”.

In the event of the specified date for the submission of offline bids or opening of on line bids being declared a holiday for the Employer, the same shall be carried out at the specified time on the next working day. However, the date and time for online submission of the Bids shall continue to be the date and time specified or amendment notified in this regard. The name, mailing address and tele-fax/mobile number of the Bidder should be clearly indicated on the envelope.

- 1.8** The Techno-commercial Bid shall be opened online on 30.07.2018 (16:00 Hrs) at the address stated under Para 1.6.
- 1.9** The currency for the bid shall be Indian Rupee (INR) only.
- 1.10** Bids shall be valid for a period of 180 days after the deadline for bid submission. If any bidder withdraws his bid before the said period or makes any modification in his bid, the bid security shall stand forfeited.
- 1.11** Bids shall be furnished on firm price basis.
- 1.12** Bids shall be submitted under Single Stage Two Envelope (Envelope-I: Technical Commercial Bid & Envelope-II: Price Bid) process through e-tendering as per the procedure as detailed below:

**i) Techno-commercial Bid**

The Envelope-I i.e. Techno-commercial Bid shall be opened first in presence of bidders designated representatives who chose to attend at the scheduled time & date and at the

location stipulated in Para 1.6. The bidder's representatives who are present shall sign a register evidencing their attendance.

## ii) **Price Bid**

The Envelope-II i.e. Price bid of only those bidders, who are found to be techno-commercially responsive and qualified for the subject works shall be opened thereafter. The date of opening of the Price Bids shall be notified separately to all the bidders whose bids are found Techno-Commercially responsive. The price bid shall be opened online in presence of bidders representatives who wish to be present at the designated time and at the location stipulated in Para 1.6.

Bidders may also view the tender opening results of Techno-commercial and Price Bid in <https://neepco.abcprocure.com> by marking their presence.

## **1.13 Participation in Bids**

### **1.13.1 Portal Registration:**

The bidders intending to participate in the e-tendering and to download the detailed bid document have to register themselves in the NEEPCO's e-tendering portal <https://neepco.abcprocure.com>. The registration once completed shall be valid for one year from the date of registration.

The Bidders who have already registered in NEEPCO's e-tendering portal having valid registration need not to register again. However, such bidders are to ensure that their registration is valid till the completion of the entire bidding process of the relevant NIB.

### **1.13.2 Portal Registration Fee**

The fees for Bidder Registration in the portal is ` 3000.00 (Rupees three thousand) only per year (Nonrefundable).

### **1.13.3 The procedures for registration in the e-tendering portal are as under:**

**Step-1:** Visit the e-tendering portal <https://neepco.abcprocure.com>

**Step-2:** Click on new vendor registration and submit the online Form for company/vendor details required. Already registered bidders having a valid registration may directly log-in the e-tendering portal.

**Step-3:** The bidder has to map the digital certificate (Class-II or Class –III Signing & Encryption Certificate) with his login-id as per the name of the registered company for approval process. For registration & Digital Certificate related information, the bidders may contact the Service Provider at:

E-Procurement Technologies Limited (ETL)

Mr. Himalaya Vaishnav

Phone No. +91-79-40016866/38/21/18

Mobile No. +91-9099090830

Email [info@abcprocure.com](mailto:info@abcprocure.com)

**Step-4:** Payment for bidder registration in the e-tendering portal:

Bidders shall make the payment of non-refundable Bidder registration fee of Rs.3000.00 (Rupees Three thousand only) through “**SB-COLLECT**” of State Bank of India as per procedures/steps elaborated in Cl. No. 1.15 below.

**Step-5:** After payment of bidder registration fee through “**SB-COLLECT**” of State Bank of

**India**, the system generated receipt shall be downloaded and send it to the Contracts & Procurement Department, NEEPCO, Shillong at e-mail ID : contract\_neepco@yahoo.com to advise the service provider for approval of the Bidders' registration.

Bidders may also contact Sri N.Kithan, Manager (C), C&P Department, NEEPCO, Shillong, Mobile No. +91-9436306773, to get confirmation regarding receipt of bidder registration fee.

**Step-6:** On approval of the bidder in the system, e-mail will be sent by the Service Provider to the Company / bidder regarding their bidder profile activation. The registration is valid for one year once bidder profile is activated.

1.13.4 All the bidders are requested to get themselves registered well in advance and no extra time will be considered for submission of bids for the delay in on-line Bidder Registration, if any.

1.13.5 **Procedure for payment of bid fee**

Bidders shall have to pay BID FEES (non-refundable) of INR 1, 000/- (Indian Rupees One Thousand only) plus 18% GST as applicable (SAC Code 9984) (NEEPCO Shillong GST NO.: 17AAACN9991J1ZT) for participation in this instant NIB. The Bid Fees shall be paid through SB-COLLECT of State Bank of India as per procedure given under **cl. no. 1.15** below. While making payment through **SB-COLLECT**, the bidder shall have to give the details as :”BID FEES for NIB no.....” **Payment of bid fee through other mode of payment like DD etc. will not be acceptable.**

1.13.6 For any clarification related to terms and conditions of Bid document, bidders are requested to forward mail clearly stating their queries to the tendering authority at e-mail id: [contract\\_neepco@yahoo.com](mailto:contract_neepco@yahoo.com) . Bidder may contact the Phone No. 0364-2224596 in regard to this NIB. **NO PRE-BID CONFERENCE IS PROPOSED AGAINST THE NIB.**

1.13.7 For any clarification related to procedure for bid submission, online furnishing of clarification in e-procurement portal etc, bidders may contact:

**E-Procurement Technologies Limited (ETL)**

A - 201-208, Wall Street - II / Opp. Orient Club  
Nr. Gujarat College / Ellis bridge, Ahmedabad - 380015.

Gujarat, India

**Phone No. : +91-79-4027 0564 | 555 | 563 | 507 | 548**

Cell: +91-93745 19729| +91-93286 57215

Support Help-Desk No. at NEEPCO Shillong:

Tel: 0364-2507270/8974665789

Mail: support.neepco@abcprocure.com|[support@abcProcure.com](mailto:support@abcProcure.com)

**1.14** Complete Bid Document can be downloaded from the portal <https://neepco.abcprocure.com> from **30.06.2018 (of 11:00 Hrs)** to 30.07.2018 **(upto12:00 Hrs)**.

**1.15 The procedure/steps for payment by SB-COLLECT of State Bank of India(for payment of portal registration fee, Bid fee & EMD etc):**

STEP-1	The bidder shall visit url/web page <a href="https://www.onlinesbi.com/prelogin/institutiontypedisplay.htm">https://www.onlinesbi.com/prelogin/institutiontypedisplay.htm</a> on any internet browser.
STEP- 2	State Bank Collect page will appear. Select “ <b>ALL India</b> ” for “ <b>State of Corporate/Institution</b> ” Select “ <b>PSU</b> ” for “ <b>Type of Corporate/Institution</b> ” ‘GO”
STEP -3	In the new screen, select PSU Name as “ <b>North Eastern Electric Power Corporation Limited</b> ” and Submit.
STEP-4	In the new screen, select Payment Category as “ <b>SHILLONG- PARTIES</b> ”.
STEP-5	New Screen will appear, here the bidder has to fill all the required information for the payment as under: i) Under <b>Name of Payer</b> : The Bidder is to filled up his Name and Address. ii) Under <b>Short Details of Payment</b> : The Bidder shall indicate Portal <b>Registration Fees, BID FEE,EMD as applicable</b> . In case of BID FEE and EMD payment, the Bidder shall indicate BID FEES or EMD as applicable and the NIB No. (Example: for payment of EMD against NIB No. .... dated DDMMYYYY, the bidder has to fill under this option as “EMD for NIB No. XX dated DDMMYYYY”). iii) <b>Under Type of PAYER</b> :The Bidder is to select VENDOR OR CONSULTANT whichever is applicable. iv) <b>Under CIN in case the Payer is a company</b> : The bidder is to fill up his CIN in case of a company, otherwise may kept blank. v) <b>Under Payment amount</b> : The bidder is to fill up the amount as per bid condition. vi) Subsequent information for Name, Date of Birth/Incorporation, Mobile Numbers are to be filled as required. vii) Fill Captcha. viii) Then Submit.
STEP-6	In the new screen, check the details and click “ <b>CONFIRM</b> ”, if correct.
STEP-7	The <b>Multi Option Payment System</b> will be available for making the payment.  The Bidder may select option as per convenient and make the payment.



<b>STEP-8</b>	<p>After successful payment, the system will generate receipt.</p> <p>The receipts may also be generated from Reports - i.e. SB Collect (Request Report/ Download Report).</p> <p>This system generated receipt shall be downloaded for submission as per bid condition.</p>
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**1.16 Conditions for Micro & Small Enterprises (MSEs):**

1.16.1 The bidders participating as Micro/Small Enterprises (MSE) shall submit an Undertaking in the prescribed format (Form IX Section-D) declaring the status of their firm under the provisions of Micro and Small Enterprises along with a copy of the relevant document/ certificate issued by any of the Authority mentioned below:

- District Industries centers
- Khadi and Village Industries Commission
- Khadi and Village Industries Board
- National Small Industries Corporation (NSIC)
- Directorate of Handicrafts and Handloom
- MSEs having Udog Aadhar memorandum
- Any other Body specified by Ministry of Micro, Small and Medium Enterprises.

The MSEs owned by Scheduled Caste (SC) & Scheduled Tribe (ST) entrepreneurs; the SC/ST certificate issued by District Authority must be submitted in addition to certificate of registration with any one of the agencies mentioned above. The bidder shall be responsible to furnish necessary documentary evidence to ascertain that the MSE is owned by SC/ST. MSE owned by SC/ST is defined as:

- a) In case of proprietary MSE, proprietor(s) shall be SC /ST
- b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the enterprise.
- c) In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

1.16.2 The registration certificate issued from any one of the above agencies must be valid as on close date of the tender. The successful bidder should ensure that the same is valid till the end of the contract period.

1.16.3 The MSEs who have applied for registration or renewal of registration with any of the above agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption/preference.

1.16.4 The MSEs registered with above mentioned agencies/bodies are exempted from payment of Bid Fees and Earnest Money Deposit (EMD).

**1.17** Any corrigendum, subsequent amendments and / or extension of date, if any, for submission of bids shall be posted only on the portal <https://neepco.abcprocure.com>. Bidders are advised to visit the portal regularly before the deadline for submission of bids.

**1.18** Submission of bids shall not automatically construe qualification for evaluation. The Employer reserves the right to reject any or all bids or to annul the bidding process and reject all the bids, at any time prior to the award of Contract, without thereby incurring

any liability to the affected bidder or bidders, nor does it have any obligation to inform the bidders of the ground for such action.

Sd/-  
***The General Manager (C),***  
***i/c Contracts & Procurement***  
NEEPCO Ltd, Brookland Compound,  
Lower New Colony, Shillong – 793 003  
E-MAIL: contract\_neepco@yahoo.com