



ISO: 9001, 14001,  
& OHSAS: 18001

नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड

(भारत सरकार का उद्यम)

## NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED

(A Government of India Enterprise)

Office of the Executive Director, Contracts & Procurement  
Brookland Compound, Lower New Colony, Shillong-793 003, Meghalaya, India  
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Website: www.neepco.co.in; CIN – U40101ML1976GOI001658

**NIB NO. 206 DATED 21.07.2016**

### **SECTION-I**

#### **NOTICE INVITING BIDS**

1. M/s Oriental Insurance Co. Ltd., Pulin Bhawan, 1, Keating Road, Shillong-793001.
2. M/s United India Insurance Co. Ltd., Laitumkhrah Main Road, Shillong-793003.
3. M/s National Insurance Co. Ltd., Morellow Building, Kachari Road, Shillong-793001.
4. M/s New India Assurance Co. Ltd., Lower Lachumiere, Opp. Bawari Mansion (2nd Floor), Dhankheti, Shillong-793001.
5. M/s ICICI Lombard General Insurance Co. Ltd., Mayur Garden, 4th Floor, ABC Bus Stop, Opp. Rajiv Bhawan, G. S. Road, Guwahati-781005.
6. M/s Tata AIG General Ins. Co. Ltd., Mayur Garden, 3rd Floor Opp. HDFC Bank, ABC, GS Road, Guwahati-781005.
7. M/s Bajaj Allianz General Insurance Co. Ltd., 2B, 2nd Floor, N.H. Centre Point, G. S. Road, Ulubari (Opp. Borah Service Station), Ulubari, Guwahati-781007.
8. M/s Cholamandalam MS General Insurance Co. Ltd., "Dare House" 2nd Floor, New No.2 (Old No. 234), N.S.C Bose Road, Chennai – 600001.
9. M/s IFFCO TOKIO General Insurance Co. Ltd. 9/1, Metro Tower, 10th Floor, 1, Ho-Chi-Minh Sarani, Kolkata – 700071.
10. M/s Reliance General Insurance Co. Ltd., Dihang Arcade, 4th Floor, G.S. Road, ABC, Guwahati-781005.
11. M/s Royal Sundaram Alliance Insurance Co. Ltd., "Sundaram Towers" 45-46, Whites Road, Royapetah, Chennai-600014.
12. M/s Future Generali India Insurance Company Ltd., 2nd Floor, R.D Enclave, Above Manikchand Jewellers, Christian Basti, G.S. Road, Guwahati-781005.
13. M/s Universal Sompo General Insurance Co. Ltd., Unit1, Comm B, 1st Floor, Adams Plaza, Christian Basti, Guwahati-781005.
14. M/s Shriram General Insurance Company Ltd., Greams Dugar, 5th Floor, No.-149, Greams Road, Chennai-600006.
15. M/s HDFC ERGO General Insurance Company Ltd. 1, Ho Chi Minh Sarani, 10th Floor, Metro Towers, Kolkata-700071.
16. M/s Bharti AXA General Insurance Company Ltd., 510 Amaze Shopping Mall, 5th floor, Vishal Mega Mart, AT Road, Guwahati-781001.
17. M/s Raheja QBE General Insurance Company Limited, "Windsor House", 5th Floor, CST Road, Kalina, Santa Cruz East, Mumbai-400098.
18. M/s SBI General Insurance Co. Ltd., Lakshmi Darshan Building, 2nd Floor, Opp- Bora Service, G.S. Road, Ulubari, Guwahati-781007.
19. M/s L&T General Insurance Company Limited, 601-602, Trade Centre, Bandra Kurla Complex, Bandra (East), Mumbai 400051.
20. M/s Magma HDI General Insurance Company Limited, Magma House, 24 Park Street, Kolkata- 700016.
21. M/s Liberty Videocon General Insurance Company Limited, 221, Fort House, Dr. D.N. Road, Fort, Mumbai – 400 001.

**Sub: Limited Tender for Renewal of Directors and Officers Liability Insurance Policy of NEEPCO due for renewal w.e.f. 00:00:00 Hours of 22.08.2016.**

Dear Sir(s),

The NORTH EASTERN ELECTRIC POWER CORPORATION LTD. intends to invite limited tender from the above mentioned IRDA registered insurers for renewal of Directors and Officers Liability Insurance Policy of NEEPCO for a period of one year w.e.f. 00:00:00 Hours of 22.08.2016.

Interested Bidders may download the bid document from e-tendering portal <https://neepco-archive.abcprocure.com/ssoeprocurement> with effect from 22.07.2016 on payment of Vendor Registration fee as given below.

## **1. Participation in Bids**

### **1.1 Portal Registration:**

The bidders intending to participate in the instant e-tendering and to download Detailed Bid Document have to register themselves in the portal <https://neepco.abcprocure.com>.

### **1.2 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. If a vendor is already registered in the e-tendering portal (<https://neepco.abcprocure.com>) of NEEPCO and registration is valid, then no further registration is required and the vendor may directly log-in the e-tendering portal.

Step-3: Then to make the payment for vendor registration in the e-tendering portal in the account mentioned below (at Clause 1.4). The fees for Vendor Registration in the portal is ₹ 3000.00 (Rupees three thousand only) per year (Non-refundable). If a vendor is already registered in the portal and registration is valid, no further payment for registration is required. However, vendor intending to participate in the relevant e-tender is to ensure that his registration in the e-tendering system is valid till the completion of the entire bidding process of the relevant NIB.

Step-4: After payment of vendor registration fee, the scanned copy of payment receipt should be sent along with the bidder's details at e-mail id: [contract\\_neepco@yahoo.com](mailto:contract_neepco@yahoo.com) or [contract@neepco.gov.in](mailto:contract@neepco.gov.in) to advice the service provider for approval of the Vendor. Vendors may contact Sri R. Ramaswami, Manager (C), C&P Department, NEEPCO, Shillong, Mobile No. +91-9436704369, E-mail: [rramaswami@neepco.gov.in](mailto:rramaswami@neepco.gov.in) to get confirmation regarding receipt of vendor registration fee.

Step-5: After successful payment, the vendor has to map the digital certificate (Class-II or Class-III Signing & Encryption Certificate) with hid login-id as per the name of the registered company for approval process. For registration and Digital Certificate, the vendors may contact the Service Provider at:

Mr Himalaya Vaishnav

e-Procurement Technologies Ltd., Ahmedabad

Phone No. +91-7940016866/38/21/18

Mobile No. +91-9099090830

E-mail: [himalay@abcprocure.com](mailto:himalay@abcprocure.com), [info@abcprocure.com](mailto:info@abcprocure.com)

However, vendors are free to obtain Digital Signature Certificate from any other certification agencies appointed by the Controller of Certification Agencies (CCA) under the provision of IT Act, 2000.

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





### 1.3 Vendor registration fee:

The fees for Vendor Registration in the portal <https://neepco.abcpurchase.com> is ₹ 3000.00 (Indian Rupees three thousand only) per year (Non-refundable).

### 1.4 Procedure for payment of registration fee:

Bidders shall make payment of non-refundable vendor registration fee of ₹ 3000.00 (Indian Rupees three thousand only) at the following Account.

- i) Name of Beneficiary's Account: E Procurement Account, NEEPCO Ltd.,
- ii) Address of Beneficiary: NEEPCO Limited,  
Brookland Compound,  
Lower New Colony, Shillong- 793 003,  
Meghalaya, India
- iii) Name of Bank: Axis Bank, Shillong
- iv) Bank Account No.: 913020005982636
- v) IFS Code: UTIB0000270

### 1.5 Bidders shall clearly indicate the head against which payment has been made at the above account in the following format:

- (i) ...../NIB No .....dated ...../ Registration fee  
(Name of bidder)

### 1.6 For any clarification related to terms and conditions of Bid Document, bidders are requested to forward e-mail clearly stating their queries to tendering authority at e-mail id: [contract\\_neepco@yahoo.com](mailto:contract_neepco@yahoo.com), [contract@neepco.gov.in](mailto:contract@neepco.gov.in).

### 1.7 For any clarification related to procedure for bid submission, online furnishing of clarification in e-procurement portal etc., bidders may contact e-Procurement Technologies Ltd. (Service Provider) having the following contact details:

#### **e-Procurement Technologies Ltd**

A - 201-208, Wall Street - II / Opp. Orient Club  
Nr. Gujarat College / Ellisbridge  
Ahmedabad - 380015.  
Gujarat, India  
**Tel :** +91-79-40016802 - 77  
**Cell:** +91-9374519754 | 9377988119

**E-mail ID:** [support.neepco@abcpurchase.com](mailto:support.neepco@abcpurchase.com), [kapil.purohit@procuretiger.com](mailto:kapil.purohit@procuretiger.com),  
[Support@abcpurchase.com](mailto:Support@abcpurchase.com),

### 1.8 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 online Vendor Registration, if any.

## 2. Submission and Opening of Bids

### 2.1 Bidders shall prepare and submit their bids online in e-tendering portal <https://neepco-archive.abcpurchase.com/ssoeprocurement>. Online bidding forms will be available in the above website. Submission of online bids is mandatory for consideration of the bids by NEEPCO.

### 2.2 Bidders may view the tender opening results in <https://neepco-archive.abcpurchase.com/ssoeprocurement> by marking their presence for online tender opening.

### 2.3 Reverse Auction:



The Purchaser reserves the right to go for Reverse Auction process to finalize the tender or may finalize the tender without Reverse Auction, if required. However, the decision to conduct Reverse Auction or not will be conveyed to the short-listed bidders after opening of the bid. The business Rules and General Terms and Conditions for Reverse Auction is given in Section-V of Bid Document.

**3. Important Dates & Bid Validity:**

- (a) Date of commencement of downloading of bid document from the portal <https://neepco-archive.abcpurchase.com/ssoeprocurement>: **w.e.f. 11:00 Hours on 22.07.2016.**
- (b) End date & time for downloading of bid document: **11:00 Hours on 04.08.2016.**
- (c) Last date & time for receipt of online bids: **Upto 12:00 Hours on 04.08.2016.**
- (d) Date & time for opening of bids online: **At 14:00 Hours onwards on 04.08.2016.**
- (e) **Bid validity:** 60 (Sixty) days from the date of opening of Bids.

In the event the date at serial (d) above is declared as a closed holiday for NEEPCO then opening of Bids will stand postponed to the following working day at the appointed times.

4. Bidders are requested to visit e-tendering portal <https://neepco-archive.abcpurchase.com/ssoeprocurement>, NEEPCO website <http://www.neepco.co.in> and CPP portal <http://www.eprocure.gov.in> regularly for any modification/clarification of bid document.

**5. The bidders are requested to adhere to the following:**

- i) Obtain individual Organization Digital Signature Certificate (DSC or DC) well in advance of tender submission deadline on Electronic Tendering System (ETS).
- ii) Register your organization on ETS well in advance to comply with the stipulated tender timeline.
- iii) Get your organization's concerned executives trained on ETS well in advance to comply with the stipulated tender timeline.
- iv) There could be last minute problems due to internet timeout, breakdown, etc. Accordingly, the bidders are requested to submit the bid through online e-tendering system well before the bid submission end date and time as per Server System Clock. The Corporation shall not be responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.

6. NEEPCO reserves the right to reject any or all bids, or to annul the bidding process and reject all the bids for any justified and genuine grounds without thereby incurring any liability to the affected bidders, nor does it have any obligation to inform the bidders of the ground for the action of NEEPCO.

Yours sincerely,

  
General Manager(C)  
i/c Contracts & Procurement