

- 2.4 Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 2.5 Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 2.6 Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 2.7 The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 2.8 All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening.
- 2.9 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 2.10 Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 2.11 The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

3 **Important Dates & Bid Validity:**

- 3.1 Date of commencement of downloading of bid documents from the portal <https://etenders.gov.in/eprocure> w.e.f 18:00 Hrs of 01/02/2019.
- 3.2 Last date & time for submission of bids online: 13:00 Hrs of 02/03/2019.
- 3.3 Date & time for opening of bids online: 15:00 Hrs of 04/03/2019.
- 3.4 Bid validity: 120 (One Hundred Twenty) days from the date of opening of bids.

In case 04/03/2019 is a holiday, the bid shall be opened on the next working day at the appointed times. Quotations received through any Off-Line Mode shall not be considered.

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

- 4 **Earnest Money:** An amount of ₹ 76,700/- (Rupees Seventy Six Thousand Seven Hundred) only to be submitted along with the offer in the form of Demand Draft Drawn in favour of ' North Eastern Electric Power Corporation Ltd. ' and payable at ' Agartala ' from any Nationalized / Scheduled Bank, failing which their bid shall not be considered. The EMD should reach the office of the undersigned on or before the date of opening of the tender.

If a bidder withdraws the tender while it is under consideration or, after placement of order, the bid security /EMD shall be forfeited along with other action as the Corporation deems fit. The EMD of all unsuccessful bidders shall be returned only after placement of order with the successful bidder.

- 5 **Tender fees/ Bid Document Fee:** A non-refundable Tender Fee of ₹ 1000/= (Rupees One Thousand) only shall be submitted in addition to the EMD by the prospective bidders in the form of Demand Draft Drawn in favour of 'North Eastern Electric Power Corporation Ltd.' and payable at 'Agartala' from any Nationalized / Scheduled Bank, failing which their bid shall not be considered. The Tender Fee should reach the office of the undersigned on or before the date of opening of the tender.

Address of the undersigned : Sr. Manager(E/M), C&P,
AGTCCPP, NEEPCO Ltd.,
R.C. Nagar, Agartala - 799008, Tripura(W).

- 6 **Evaluation of Tender:** Techno-commercial bid shall be opened on online. Tenderers' authorized representative shall be permitted to attend the tender opening only on submission of authorization letter. Purchaser will examine the Tender document to determine whether they fulfilled the qualifying requirement, whether they are complete and meet the requirements of this Tender specification. Tender submitted without fulfilling the qualification criteria shall be rejected and shall not be considered for price bid evaluation. Price bid of those tenderers meeting the qualifying requirement and requirements of Tender specification shall be opened on completion of Techno-commercial Evaluation. Date for price bid opening shall be notified at a later date.

INSTRUCTION TO BIDDER

The intending bidders who fulfill the eligibility / qualifying criteria as given below should participate in the on-line Bidding process. Fulfillment of criteria as mentioned is essential, as non-compliance will lead to rejection of the Bid, without any further communication.

Qualifying Criteria: The bidders must fulfill the following qualifying criteria :

1. The Tenders of the bidders must accompany tender fee and EMD. Without Tender Fee and EMD of requisite amount, the tenders will be rejected.
2. The bidder must have the experience of having successfully completed similar nature or allied works during last 7 (Seven) years in any Govt. of India organization/State Govt. organization /PSU/ reputed private organization. Documentary evidence to that effect shall be submitted.
 - a) Three similar completed works, each of value not less than 40% of the estimated cost.
OR
 - b) Two similar completed works, each of value not less than 50% of the estimated cost.
OR
 - c) One similar completed work of value not less than 80% of the estimated cost.
3. Copy of Bidder's PAN Card, Proprietor's Name, Legal Business Address, GST Registration, Dealership Certificate/ Manufacturer's License, Copy of Income Tax and Professional Tax Certificate clearance of current validity should be submitted along with their bids.
4. Offline bids shall not be considered.

GENERAL TERMS & CONDITIONS:

(All prospective Bidders are requested to go through these instructions carefully)

01. **SCOPE:** "Construction of security road (Group-C : Chainage 850.00m to 1200.00m) on the back side of Transformer Yard to near TSR camp of the Plant area of AGTCCPP, NEEPCO Ltd., Ramchandranagar, Agartala - 799008, Tripura(W)".
02. **Time of Completion:** The work shall have to be completed within 60 (Sixty) days from the date of issue of the work order.
03. **Taxes:** The rate quoted by the bidders should be inclusive of GST.
04. **LIQUIDITY DAMAGE:** If the materials are not supplied within the stipulated time a Liquidity Damage shall be applicable @ $\frac{1}{2}\%$ (half percent) of the total value of the undelivered items per week subject to a ceiling of 10% of the ordered value.

- 05. Force Majeure Condition:** The above clause of liquidated damage shall not be applicable in case of force majeure condition such as Flood, war, civil unrest, natural calamities or acts of God on which the bidder does not have any control.
- 06.** Contractor shall submit the EPF Registration Number, if already had, otherwise EPF deduction in respect of both employees and employer's contribution will be made from their bill(s) as per existing relevant norms. However, this will not relieve the Contractor from his responsibility.
- 07.** Copy of Income Tax PAN and Professional Tax Certificate clearance of current validity are to be submitted along with the bid.
- 08.** Laws, Regulations and Acts pertaining to engagement of Labours, environment protection, Safety etc. shall be applicable.
- 09. Payment Terms :-** After completion of work in all respect, bills will be prepared by the Engineer designated by the Dy General Manager(C), AGTCCPP for supervision of the work. For R/A bill, the contractor will have to submit an application to the Engineer-in-charge requesting release of the R/A bill and the decision of the Engineer-in-charge in this regard shall be final and binding on all concerned. Also, for effecting e-payment, bank details are to be submitted for RTGS/ NEFT transfer.
- 10.** The rates of all the items of work after issuance of the work order shall remain firm till the completion of the work in all respect.
- 11. Security Deposit :** 10% (Ten percent) security deposit will be deducted from the bill(s) for due performance of the work and the same shall be released on expiry of Defect Liability period of 6(six) months from the date of completion. In case, any defect is noticed during the Defect Liability Period, the contractor will have to rectify/correct the same at his cost and risk; else NEEPCO will get the work done at the cost and risk of the Contractor.
- 12.** The Contractor shall have to supply all materials and labours etc. required for the work for successful completion of the same in all respect.
- 13.** In case, the work is not been carried out the work as per specifications or not to the satisfaction of NEEPCO or the Contractor causes any damage to the work or property of NEEPCO or other damages not mentioned herein, NEEPCO shall have the right to recover any amount as considered suitable from the bill/ Security deposit/ any other amount due to the Contractor in NEEPCO.
- 14. Special Condition:** The intending bidders are requested to visit the worksite to assess the requirement of the work before submission of their tenders.
- 15.** Bidders shall submit their bids online in electronic form in <https://etenders.gov.in>. Online bidding forms are available in above website. Manual offline Bids shall not be accepted. However, the document submitted by the bidder must be signed and sealed at each page by the bidder with signature before scanning and uploading.

The bidders are requested to note that participation in the bid shall be taken as acceptance of the terms & conditions as stated above. Bidders are requested to visit the website (<https://etenders.gov.in>) for any future change/ modification/ corrigendum/addendum to this tender.

The Corporation reserves the right to change/modify the requirements or to postpone/accept or reject the tender in full or part of this Notice or cancel without assigning any reason thereof and is not bound to accept the lowest offer.

For & on behalf of North Eastern Electric Power Corporation Ltd.



(SURANJANA SARKAR)
Sr. Manager(E/M), C&P
NEEPCO Ltd. AGTCCPP