NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED

(Mini Ratna, Category-I, Government of India Enterprise & A Wholly Owned Subsidiary of NTPC)
CIN No. U40101ML1976GOI001658, Website: www.neepco.co.in
Office of the HOD, Township & Estate Division
Brookland Compound:: Lower New Colony :: Shillong-793003, Meghalaya
E-mail: estate_neepco@rediffmail.com

NIB No. 07 Dated- 04.11.2025
DETAIL NOTICE INITING BIDS (E-TENDER)
(DOMESTIC COMPETITIVE BIDDING)

1. North Eastern Electric power Corporation Limited (NEEPCO Ltd.) invites online tender at e-procurement portal https://etenders.gov.in from prospective bidders fulfilling the Qualifying Requirement under Single-Stage Two-Envelope bidding system through Domestic Competitive Bidding (DCB) route for carrying out the work "**Making office chamber at 4th floor HR wing of corporate office, NEEPCO, Shillong**"

2. **Scope of work:**

   The scope of work under this tender covers the following:

   "**Making office chamber at 4th floor HR wing of corporate office, NEEPCO, Shillong**".

3. **Estimated Cost: Rs. 25, 16,145.00** (Rupees twenty five lakhs sixteen thousand one hundred forty five) only.

4. **Bidding Procedure:**

   The Bidder shall submit Bids under Single-Stage Two-Envelope bidding system through online as follows:

   Techno-Commercial Bid (Envelope No.1): Shall contain Earnest Money Deposit (EMD), documents in support of Qualifying Requirements and Techno-Commercial Bid.

   Price Bid (Envelope No. 2): Shall contain Price Bid. Price Bids of only those Bidders who qualify in Techno-Commercial evaluation shall be opened.

5. **Time of Completion: 30 (thirty) days** reckoned from the date of issue of detail work order (DWO) by the Corporation.

6. **Earnest Money Deposit: Rs. 50, 323.00 (Rupees fifty thousand three hundred twenty three) only**

7. **Security Deposit/Performance Security:**

   Ten percent (10%) Security Deposit will be deducted for due performance of the contract from every payment made on account of this work/supply. The Security Deposit will be returned on expiry of the Defect liability period.

8. Qualifying Requirements:

8.1 General Qualifying Requirement:

(i) A bidder who may be an individual or a partnership firm or Limited liability Partnership or Private/public Ltd. Company shall be registered entity in India. The bidder shall furnish copies of document in support of its registration in India, Company profile, copy of Memorandum of Association (MOA) of Company/Organization etc. along with the Techno-commercial bids.

(ii) As per Clause No.3 (b) of Public Procurement (Preference to Make in India) Order 2017, issued vide Order No.P-45021/2/2017-PP/BE Dated 16-09-2020 of Department for Promotion of Industry and Internal Trade (Public Procurement Section), Ministry of Commerce and Industry, Government of India, read in conjunction with Order No. A-1/ 2021-FSC-Part(5) Dated 16-11-2021 of Ministry of Power, Government of India, only 'Class-I local supplier' & 'Class-II local supplier' shall be eligible to participate in this bid, for definition of Class-I local supplier'& class-II local supplier', bidders may refer to the Bid document.

(iii) The non-tribal bidders (Individual/Firm/Company) shall submit a valid trading license issued by Khasi Hills Autonomous District Council (KHADC), Shillong along with their bids.

(iv) For tribal bidders residing outside Meghalaya, trading license issued by the Khasi Hills Autonomous District Council (KHADC), Shillong will be mandatory. Tribal bidder claiming residence of Meghalaya shall have to submit Schedule Tribe Certificate issued by the concern District Administration.

(v) For bidders having relation with an entity incorporated, established or registered in a country which shares a land border with India, as defined in Order (Public Procurement No. 4) dated 23-02-2023 issued by Procurement Policy Division, Department of Expenditure, Ministry of Finance, Government of India, the provisions of this order shall apply.

(vi) Bids submitted without valid KHADC Trading license are liable for rejection.

8.2 Technical Qualifying Requirement:

(a) The bidder (Individual/Company/Firm) shall have successfully completed construction and/or repairing of civil engineering works fulfilling any of the following conditions, during last 7 (seven) years ending on the date in which this NIB is floated.

(i) Three similar works, each of value not less than Rs. 10.06 Lakh /- i.e. 40% of the estimated cost of this work,

Or,

(ii) Two similar works, each of value not less than Rs. 12.58 Lakh, i.e. 50% of the estimated cost of this work,

Or,

(iii) One similar work of value not less than Rs. 20.13 Lakh, i.e. 80% of the estimated cost of this work.

Note: Documentary evidence in support of the above experience indicating details like scope of work; value of works executed; quantity of work executed; date of completion/substantial completion of the work; name & address including contact no., email address of the clients/ employers/ owners; proof of satisfactory completion/substantial completion of work shall be furnished along with the Techno-commercial bids for establishing eligibility in terms of the Qualifying Requirements. The documents should be in the form of copies of Work Order and completion Certificate of Clients/ Owners. Prior experience only under central Govt./ State Govt./ PSU/ Autonomous Bodies shall be considered for evaluation.

8.3 Financial Qualifying Requirement:

(a) Minimum average annual turnover (MAAT):

Minimum average annual turnover of the Bidder in the best 3 (three) financial years out of the last 5 (five) year's financial year should not be less than **Rs. 25.16 Lakh**. Annual Turnover should be from general civil construction works as certified by Chartered Accountant with UDIN. Other income shall not be considered for arriving at the minimum average annual turnover.

(b) Working Capital:

The bidder shall have Working Capital not be less than **Rs. 50.32 Lakhs** Working capital/Cash Flow amount shall be calculated by Subtracting Current Liabilities (CL) from Current Assets (CA) i.e. (CA-CL) as per the audited balance sheet / equivalent financial statement including profit and loss statement of the immediately preceding financial years. If audited financial statement for the immediate preceding financial year is not available, then the bidders shall submit these statements certified by a Chartered Accountant with UDIN.

(c) Net Worth:

The bidder shall have positive'' Net Worth'' in at least 2(Two) financial Years out of the last 3(Three) financial years, with the condition of positive Net Worth in immediately preceding financial year.

The Net Worth shall be calculated based on Subscribed and Paid-up Capital l+ Free Resaves + Unallocated balance surplus amount of profit and loss Account less Loss in profit & Loss Account if not reduced from Reserves.

(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. 25.16 Lakhs**:

Bid Capacity = 2 x A x N - B

Where,

A= Indexed value of maximum value of works executed (in an ongoing or completed project) in any one year during last 5 years, keeping index of inflation as 6% (compounded annually) for calculating 'A' at present Price Level.

N = Completion time of the Works put to tender in years.

B = Value at current price level of existing commitments and on-going works (as on the latest date for bid submission) to be completed in next "N" years.

Bid capacity shall be assessed at the time of submission of Techno-commercial Bid. Bidders shall calculate their Bid Capacity as per the stipulated formula and get it certified by the Chartered Accountant with UDIN (Unique Document Identification Number) and submit along with their Bid.

Audited Balance Sheets/Profit and Loss Account/other financial statements for the preceding 5(five) financial years including Solvency Certificate from their Bankers/ Financial Institutions should be furnished along with their bids for evaluation and also required to furnish a DATA SHEET 2. In case where the audited results of the preceding financial years are not available, certified financial statements from a practicing Chartered Accountant / Certified Public Accountant (CPA) will be also considered.

In the certificate and attestations by the Chartered Accountant, UDIN (Unique Document Identification Number) shall always be mentioned therein.

Authenticated documents as mentioned under Clause 8.1, 8.2 and 8.3 above, shall be submitted in Techno-Commercial Bids. Bids submitted without fulfilling the qualifying requirements shall be outright rejected.

9. Authenticated documentary evidence in support of qualifying requirements, as mentioned under Clause 8 above, shall be submitted in Techno-commercial Bids. For qualifying requirement specified at Clause 8 above, the documents should be in the form of Certificate of client/ owner/ Developer. Bids submitted without fulfilling the qualifying requirements shall be outright rejected. Notwithstanding above, NEEPCO shall have the right to seek any other information/ testimonies, as may be required and non-submission / refusal to submit these shall result in disqualification.

10. Interested Bidders fulfilling the qualifying requirements as mentioned under Clause 8 above may download the Bid Document from https://etenders.gov.in on Bidder registration in the portal.

11. This tender is conducted for procurement of works. Therefore, the benefits admissible to MSE bidders in terms of public procurement policy (for MSEs), 2012 including relaxation on prior Experience, prior Turnover Criteria, purchase preference etc. shall not apply.

12. Conditions for class-I local supplier, Class-II local supplier as per public procurement (Preference to Make in India), Order 2017 issued vide notification No. O-45021/2/2017-PP (BE-II) dated 16-09-2020 of Ministry of Commerce and Industry, Department for promotion of Industry and internal trade Government of India, read in conjunction with Order No.A-1/2021-FSC-part (5) Dated 16-11-2021 of ministry of power, Government of India shall be as per Clause 7.5 Part -3 of Bid Document.

The detailed scope of works and other terms and conditions are elaborated in the bid document. For any clarification related to terms and conditions of Bid Document, bidders are requested to send their queries online at https://etenders.gov.in under "Seek Clarifications" within the timeline stipulated in the system. Alternatively, the bidders may also forward e-mail clearly stating their queries to tendering authority at e-mail id estateservice@neepco.co.in.

13. Participation in Bids

E-Tendering /E-Procurement:

This tender is being processed through e-tender/ e-procurement system. The bidding documents are to be downloaded from https://etenders.gov.in and bids are to be submitted/ uploaded through above e-tendering system. Guidelines for e-tendering system are available on e-tender portal.

13.1 Registration for Participation in Bids

a. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (**URL: https://etenders.gov.in/eprocure/app**) by clicking on the link **"Online bidder Enrolment" on the CPP Portal which is free of charge**.

b. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

c. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

d. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (**Class III Certificates with signing key usage**) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.

e. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.

f. Bidder can then log in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

Bidders are requested to get themselves enrolled on the e-Procurement Portal **(URL:** https://etenders.gov.in/eprocure/app) well in advance and on extra time will be considered for submission of bids for the delay in enrolled on the e-Procurement portal.

For Registration and other e-procurement portal related queries, bidders may contact NIC at

(i) Mr. Lastbornson Pyngrope
Functional Manpower,
National Informatics Centre, Meghalaya State Centre, Shillong
Mobile No. 9774764136
Email Id: l.pyngrope29@gmail.com

13.2 BID FEE

Bidders shall have to pay BID FEES (non-refundable) of **Rs. 1000.00** (Rupees one thousand) plus GST @18% (SAC Code 9984) (NEEPCO Shillong GST NO.: 17AAACN9991J1ZT) for participation in the NIB. Applicable bank charge shall be borne by the bidder. Bidders shall make payment **through "SB-COLLECT" of State Bank of India** as per procedures/steps elaborated in Cl. No. 13.3 below. **Payment of bid fee through other mode of payment like DD etc. will not be acceptable.** During payment, Bidder shall clearly indicate the NIB No. for which the bid fee is paid. The bidder shall submit the proof of payment of bid fee and also indicate their GSTIN via e-mail to estate_neepco@rediffmail.com

13.3 The procedure/steps for payment of EMD & Bid Fee through SB-COLLECT of State Bank of India:

Bidder shall make payment as per procedures/steps elaborated below. The system generated receipt shall also be uploaded while submitting the bid in the e-tendering portal as per bid document.

Step-1	The bidder shall visit url/web page **https://www.onlinesbi.com/prelogin/institutiontypedisplay.htm** on any internet browser.
Step-2	State Bank Collect page will appear. Select "**ALL India**" for "**State of Corporate/Institution**". Select "**PSU**" for "**Type of Corporate/Institution**". Click "GO".
Step-3	In the new screen, select PSU Name as "**North Eastern Electric Power Corporation Limited**" and Submit.
STEP-4	In the new screen, select Payment Category as "**SHILLONG- PARTIES**" in this case.
STEP-5	New Screen will appear, here the bidder has to fill all the required information for the payment as under: i) Under **Name of Payer**: The Bidder is to filled up his Company/ Firm Name and Address. ii) Under **Short Details of Payment**: The Bidder shall indicate BID FEE or EMD as applicable and the NIB No. (Example: for payment of EMD against NIB No. XX dated DDMMYYYY, the bidder has to fill under this option as "EMD for NIB No. XX dated DDMMYYYY). iii) **Under Type of PAYER :**The Bidder is to select VENDOR. iv) **Under CIN in case the Payer is a company :**The bidder is to fill up his CIN in case of a company, otherwise may be kept blank. **Under Payment amount :**The bidders 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 "**CONFIRM**", if correct.
STEP-7	The **Multi Option Payment System** will be available for making the payment. The Bidder may select option as per convenient and make the payment.
STEP-8	After successful payment, the system will generate receipt. The receipts may also be generated from Reports - i.e. SB Collect (Request

	Report/ Download Report). This system generated receipt shall be downloaded and send it to The Head of Project, Township & Estate Division, NEEPCO Ltd., Lower New Colony, Shillong, Meghalaya, India-793003, at e-mail ID: **estate_neepco@rediffmail.com**. The system generated receipt shall be uploaded while submitting the bid in the e-tendering portal and also submit in offline mode as per bid document.

14. Submission and opening of Bids

14.1 Bidders shall prepare and submit their bids in **electronic form** in **https://etenders.gov.in** as per timeline mentioned in Clause 16 below. Bidding forms will be available in the above website. Submission of online bids is mandatory for consideration of the bids by NEEPCO.

Bids will be opened on the stipulated date in the office of the HOP, T&E Division, NEEPCO Ltd, Shillong.

Besides online submission, physical copies of the following documents are required to be compulsorily submitted:

a. Payment receipt of Bid Fee.
b. Bid Security/EMD in the form of Bank Guarantee/Demand draft/ or e–receipt of money paid through SB-COLLECT of State Bank of India, in original,
c. Power of Attorney, in original (as per format provided at Form-D of Bid Document) in original.

The above documents shall be submitted by hand or by registered Post/ Courier in a sealed envelope superscripted as "*Hard Copy of documents against NIB No.... Dated ....for the work of .... (Name of work).........*" at the following address within the scheduled date and time mentioned in Clause 16 below.

The Head of Department,
Township & Estate Division, NEEPCO Ltd.,
Brookland Compound, Lower New Colony,
Shillong – 793 003, Meghalaya, India.
E-mail: estate_neepco@rediffmail.com

14.2 Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

15. Bid validity: 180 (one hundred eighty) days from the date of opening of Bids.

16. Tender timeline:

a	Date of Commencement of downloading of bid document from **https://etenders.gov.in**	**04.11.2025**
b	End date & time for downloading of Bid Document:	**12:00 Hours of 24.11.2025**
c	Last date & time for receipt of online bids:	**14:00 Hours on 26.11.2025**
d	Last date for receipt of offline documents:	**7(seven) days from last date of receipt of online bids**
e	Date & time for opening of Techno-Commercial bids online:	**14:00 Hours on 28.11.2025**

In case, date for receipt of offline documents and date of opening of bids are declared as a closed holiday for NEEPCO then the next working day shall be the dates of submission of offline documents and opening of Bids at the appointed times.

17. Bidders are requested to visit https://etenders.gov.in and http://www.neepco.co.in regularly for any subsequent Clarification/Amendment/Corrigendum to the bid document.

18. Submission of bids shall not automatically construe qualification for evaluation. 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.

4/11/2025

Head of Department
Township & Estate Division