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नॉर्थ ईस्टर्न इलेक्ट्रिक पॉवर कॉर्पोरेशन लिमिटेड

(भारत सरकार का उद्यम)

**NORTH EASTERN ELECTRIC POWER CORPORATION LTD
(A GOVT. OF INDIA ENTERPRISE)**

**OFFICE OF THE EXECUTIVE DIRECTOR (CONTRACTS & PROCUREMENT)
BROOKLAND COMPOUND::LOWER NEW COLONY
SHILLONG-793003, MEGHALAYA**

Website: <http://www.neepco.gov.in> E mail: contract@neepco.gov.in Fax: 91 364 222578

CIN: 40101ML1976GOI001658

NOTICE INVITING BID (NIB)

N.I.B. No 179 Dated 05.01.2016

The North Eastern Electric Power Corporation Limited (NEEPCO), a Public Sector Enterprise under the Ministry of Power, Government of India invites Single-Stage Two Envelope Bids through online bidding system from eligible and experienced bidders for Supply of Consumables for Photocopier machine, Fax Machine and Printer:

Particulars	Value of Earnest Money(EMD)	Bid validity	Cost of Bid Document(Bid Fee)	Estimated Cost in INR
Supply of Consumables for Photocopier machine, Fax Machine and Printer	Rs.59,000.00 (Rupees Fifty Nine Thousand) only	180 (one hundred eighty) days	Rs. 1000.00 (Rupees One Thousand) only	Rs.29.62 Lakh (Rupees Twenty Nine point six two lakh) only

1. QUALIFYING REQUIREMENTS

1.1 Technical

- Bidders must have experience of supplying Consumables for **Photocopier machine or Fax Machine or Printer** to any Government Department/Public Sector Undertaking. They shall furnish at least 1 (one) copy of order placed on them during last 5 (five) years prior to the date of publication of the Notice Inviting Bids. Performance Certificates from the clients against these Order shall also be submitted by the bidders.
- The bidder should not have been blacklisted by any Government/Government agency in India. Self declaration to that effect should be submitted along with the bid.

1.2 Financial

The minimum average annual turnover of the bidder in the best 3(three) financial years out of the last 5(five) years should not be less than Rs 14.82 lakh (Rupees Fourteen point eight two Lakh) only. Other income will not be considered for arriving at the annual turnover.

- Copies of Audited Annual Report/Financial Statements certified by a Chartered Accountant indicating the Annual financial turnover and latest Banker's Certificate in support of solvency indicating amount shall be furnished along with latest and valid VAT Registration Certificate/number.

Interested bidders who fulfill the qualifying requirements as mentioned at 1.1 and 1.2 above, may download the bid document from <https://neepco.abcprocure.com> with effect from 06.01.2016 on payment of Vendor registration fee as given under Clause 4.2 below.

3 Participation in Bids

3.1 Portal Registration:

The bidders intending to participate in the e-tendering and to download the detailed bid document have to register themselves in the portal <https://neepco.abcprocure.com> .

3.2 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, then no further registration is required and the vendor may directly log-in the e-tendering portal.

Step-3: To make the payment for vendor registration in the e-tendering portal in the account mentioned below (at clause no.3.4). The fees for Vendor Registration in the portal is Rs.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 going 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 email id: contract@neepco.gov.in or contract_neepco@yahoo.com to advise the service provider for approval of the Vendor. Vendors may contact Sri R.Ramaswamy, Manager (C), Cell No.+91 9436704369 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 his login-id as per the name of the registered company for approval process. For registration & Digital Certificate, the vendor may contact the Service Provider at :

Mr. Himalaya Vaishnav

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

Mobile No. 09099090830

Email: info@abcprocure.com

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.

3.3 Vendor registration fee:

The fee for Vendor Registration in the portal is Rs. 3000.00(Rupees Three Thousand) only per year. (Non refundable).

3.4 Procedure for payment of registration fee and bid fee

Bidders shall make payment of vendor registration fee of Rs. 3000.00 (non refundable) and bid fee of Rs. 1000 (non refundable) at the following Account:

Name of account : E Procurement Account, NEEPCO Ltd.,
Account No : 913020005982636
IFS Code : UTIB0000270

During payment of bid fee in the above account, Bidders shall clearly indicate the NIB No. against which the bid fee is paid.

3.5 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 & contract@neepco.gov.in. Bidder may contact in regard to the this NIB No. 179 at 0364-2224596, 2503346.

3.6 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

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

3.7 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 Vendor Registration, if any.

4.0 Submission and opening of Bids

4.1 Bidders shall prepare and submit their bids in the electronic form in <https://neepco.abcprocure.com>. Online bidding forms will be available in the above website.

4.2 Bidders may view the tender opening results of techno-commercial and price bids in <https://neepco.abcprocure.com> by marking their presence for online tender opening.

4.3 Important Dates:-

- (a) Start Date and Time for downloading of bid document from <https://neepco.abcprocure.com>: **11:00 Hrs 06.01.2016**
- (b) End date and time for downloading of bid document: **12:00 Hrs, 03.02.2016**
- (c) Last date & time for receipt of online bids: **14:00 Hrs, 03.02.2016**
- (d) Date & time of online opening of bids: **16:00 Hrs, 03.02.2016**

In the event the last date specified for submission of bids and date of opening of bids is declared as a closed holiday for NEEPCO, the last date for submission of online bid will remain

unchanged, however, date of receipt of any hard copy of the bid document and opening of bids will be the following working day at the appointed times.

5. The bidders registered as Micro/Small Enterprises are exempted from paying applicable Bid Fee and Earnest Money Deposit subject to submission of valid and relevant document/certificate.
6. Bidders are requested to visit <https://neepco.abcprocure.com> and “<http://www.neepco.gov.in>” regularly for any modification/clarification of the bid document.
7. Submission of bids shall not automatically construe qualification for evaluation. The Purchaser reserves the right to reject any or all bids, or to annul the bidding process and reject all the bids, without thereby incurring any liability to the affected bidders, nor does it have any obligation to inform the bidders of the ground for such action on the part of the Purchaser.

Sd/-

**General Manager
i/c, Contracts & Procurement**