



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

ISO : 9001 :2015, 14001 :14001 & 45001 :2018

NIB NO. 408 DATED 05.01.2022

SECTION-I

NOTICE INVITING BIDS

North Eastern Electric Power Corporation Limited, a leading Schedule-A Miniratna Category-I Public Sector Enterprise under the Ministry of Power, Government of India, invites online tender at e-procurement portal <https://etenders.gov.in> under Single-Stage Two-Envelope bidding process through Domestic Competitive Bidding (DCB) route from General Insurance Companies, Registered with Insurance Regulatory and Development Authority of India (IRDAI) dealing with Personal Accident Insurance for **Renewal of Group Personal Accident Insurance Policy due for renewal with effect from 00:00 Hours of 01.03.2022 for a period of 1 (one) year** with a Bid validity of 60 (sixty) days from the date of opening of Techno-Commercial bids.

Interested Bidders may download the bid document from e-Procurement portal <https://etenders.gov.in> on Bidder Registration in the portal.

1. 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 all the Bidding Forms, Form F-1 to Form F-8 as stipulated at Section-V (Part-A) of bid document in support of Techno-Commercial Bid.

Price Bid (Envelope No. 2):

Shall contain Price Bid Forms, Form-A: Price Schedule and Form-B: Break up of Premium as stipulated at Section-V (Part-B) of bid document. Price Bids of only those Bidders who qualify in Techno-Commercial evaluation shall be opened

2. Registration for Participation in Bids

- 2.1 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 Enrollment" on the CPP Portal which is free of charge.**
- 2.2 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 2.3 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.
- 2.4 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.
- 2.5 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.
- 2.6 Bidder can then log in to the site through the secured log-in by entering their user ID / password and the password of 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 no extra time will be considered for submission of bids for the delay in enrolling on the e-Procurement portal.

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

Mr. Akash Thadani
Senior Rollout Manager, GePNIC,
National Informatics Centre, Shillong
Mobile No. 08787522181
Email Id: akashthadani1@gmail.com

3. Submission and Opening of Bids

3.1 Bidders shall prepare and submit their bids online in e-Procurement portal **<https://etenders.gov.in>**. Online bidding forms will be available in the above website. Submission of online bids is mandatory for consideration of the bids by NEEPCO.

3.2 The bidder shall refer to the instruction for online bid submission given at Section-II of the bid document.

3.3 The bids shall be opened at the date & time mentioned below.

3.4 e-Reverse Auction:

The tender shall be finalized through 'Tender Cum Auction' i.e. though the tender followed by e-Reverse Auction (e- RA). After opening the Financial Bids, Reverse Auction shall be conducted amongst the Techno-Commercially qualified bidders, excluding the Highest (H1) bidder. The date and timing for the Reverse Auction shall be conveyed to the Techno-Commercially qualified bidders. There will be no participation fees for Reverse Auction. The instruction for Bidders for e-RA is given at Section-VI of the Bid Document.

4. Important Dates & Bid Validity:

- a) Date of commencement of downloading of bid document from the portal <https://etenders.gov.in>: w.e.f **19:00 Hours on 05.01.2022.**
- b) End date & time for downloading of bid document : **16:00 Hours on 02.02.2022.**
- c) Last date of submission of queries (e-mail id: contract_neepco@yahoo.com): **16:00 Hours on 19.01.2022**
- d) Last date & time for receipt of online bids: Upto **16:00 Hours on 02.02.2022.**
- e) Date & time for opening of Techno-Commercial bids online: at **16:00 Hours onward on 03.02.2022.**
- f) Date & time for opening of Price bids online: Date & time shall be notified in due course.
- g) Bid validity: **60 (Sixty) days** from the date of opening of Bids.

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

5. Bidders are requested to visit e-procurement portal <https://etenders.gov.in> and NEEPCO website <http://www.neepco.co.in> regularly for any Corrigendum/Addendum/Modification/Clarification of the bid document.
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.
7. 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 action of NEEPCO.

Chief General Manager(C)
I/c Contracts & Procurement



Not in Original

Memo No. NEEPCO/QP/ED/C&P/F/C/GPAIP-561 (Vol-I)/2021-22/ 2226-35

dated 05/01/2022

1. The Chairman and Managing Director, NEEPCO, Shillong, for favour of kind information please.
2. The Director (Personnel), NEEPCO, Shillong, for favour of kind information please.
3. The Director (Technical), NEEPCO, Shillong, for favour of kind information please.
4. The Director (Finance), NEEPCO, Shillong, for favour of kind information please.
5. The Chief General Manager (HR), NEEPCO, Shillong, for information please.
6. The Chief General Manager(F), Concurrence, NEEPCO, Shillong, for information please.
7. The Chief General Manager(F), IC&A, NEEPCO, Shillong, for information please.
8. The GM (IT), NEEPCO, Shillong for information please with a request to arrange for uploading the Short NIB at NEEPCO Website.
9. Hindi Officer, NEEPCO, Shillong, for translating the SNIB to Hindi. He is also requested to forward the Hindi version of the SNIB to IT Wing, Shillong, for uploading at NEEPCO's website (Hindi version), with an intimation to this Office.
10. Notice Board

Chief General Manager(C)
i/c Contract & Procurement
NEEPCO, Shillong.