

Renovation of Board cum Conference Hall in the 1st
Floor of NEEPCO Bhawan, Guwahati, Assam



ISO: 9001, 14001,
& 45001

Bid Document
Part-1: Short & Detail NIB

PART-1: SHORT & DETAIL NOTICE INVITING BIDS

Renovation of Board cum Conference Hall in the 1st Floor of NEEPCO Bhawan, Guwahati, Assam



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NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED
(Government of India Enterprise)
REGIONAL AFFAIRS WING

**NEEPCO BHAWAN, R. G. BARUAH ROAD,
SUNDARPUR, GUWAHATI-781005**

E-mail: coordghyneepco@gmail.com

Website: www.neepco.co.in, CIN-U40101ML1976GOI001658



SHORT NOTICE INVITING BIDS (E-Tender)

(DOMESTIC COMPETITIVE BIDDING)

NIB No. 06 Dated 08-12-2022

NEEPCO Ltd. invites online electronic bids 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 of **“Renovation of Board cum Conference Hall in the 1st Floor of NEEPCO Bhawan, Guwahati, Assam.”**

For further details, interested bidders may visit the websites <https://etenders.gov.in>, www.neepco.co.in. Any subsequent changes/modifications/notifications against this tender shall be updated on the websites mentioned above. Last date for online submission of bid is 04-01-2023 by 13:00 Hours.

Place: Guwahati
Dated: 08-12-2022

Sd/-
General Manager (RA)
NEEPCO, Guwahati

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NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED

(Government of India Enterprise)

REGIONAL AFFAIRS WING

NEEPCO BHAWAN, R. G. BARUAH ROAD,

SUNDARPUR, GUWAHATI-781005

E-mail: coordghyneepco@gmail.com

Website: www.neepco.co.in, CIN-U40101ML1976GOI001658

NIB No. 06 DATED 08-12-2022

DETAIL NOTICE INVITING BIDS (E-TENDER)

(DOMESTIC COMPETITIVE BIDDING)

FOR

“Renovation of Board cum Conference Hall in the 1st Floor of NEEPCO Bhawan, Guwahati, Assam.”

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 of **“Renovation of Board cum Conference Hall in the 1st Floor of NEEPCO Bhawan, Guwahati, Assam.”** at an approximate estimated cost of Rs. 27,75,963.00/- (including applicable taxes).

2. Scope of work:

The scope of work under this tender covers the following:

Supply of all materials and labour for the work of “Renovation of Board cum Conference Hall in the 1st Floor of NEEPCO Bhawan, Guwahati, Assam.” The work will comprise of wood paneling, UPVC/PVC work, acoustic provisions, false ceiling, flooring, decorative electrical works etc.

Please refer Part-4 (Tender Drawings) and (Bill of Quantities) of Bid Document for detailed Scope of work.

3. 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 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.

4. Time of Completion:

The scheduled time of completion of the work shall be 60 (Sixty) days from the date of issue of Letter of Intent.

5. Bid Security Declaration: The bidder shall furnish, along with his bid, “Bid Security Declaration” as per the format provided at Form-C: Bid Security Declaration under Part-5 (Tender Forms) of Bid Document.

6. Qualifying Requirements:

6.1 General Qualifying Requirement:

Bidders are to submit the following particulars along with the detailed Bid Documents in support of the Qualifying Requirements.

1. Documentary evidence of Registered Company or Partnership Company or Proprietorship Company.
2. Documentary evidence of EPF Registration and payment of EPF contribution against employees
3. Documentary evidence of Registration under ESI act, 1948.
4. Documentary evidence of GST Registration certificate.
5. Documentary evidence of Registration with Department of Labour.
6. Income Tax PAN Number along with proof of having submitted IT returns

6.2 Technical Qualifying Requirement:

The bidder shall have experience of the following works, during the last 7 (seven) years, ending on the last day of the month previous to the one in which the tenders are invited:

(i) Successful completion of the similar work(s), fulfilling any one of the following:

(a) 1(one) similar work valued at Rs. 22.21 Lakhs or more,

Or,

(b) 2(two) similar works each valued at Rs. 13.88 Lakhs or more,

Or,

(c) 3(three) similar works each valued at Rs. 11.11 Lakhs or more.

Documentary evidence in support of the above experience indicating details like value, quantity of works executed, name of the clients/employers, proof of satisfactory completion of work, shall be furnished along with the Techno-commercial bids for establishing eligibility. The documents should be in the form of copies of Detail Work Order and Completion certificate of Clients/ Owners.

6.3 Financial Qualifying Requirement:

i) **Minimum Average Annual Turnover (MAAT):**

Minimum Average Annual Turnover of the bidder shall be Rs. 21 Lakhs in the best three Financial Year out of the last 5 (five) Financial years. Other income shall not be considered for arriving at the minimum average annual turnover.

For evaluation purpose, the annual turnover of preceding years shall be brought to the current price level by considering an average inflation rate of 4 % per year.

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

6.4 Formation of Consortium /Joint-Venture for participation in the tender is not allowed.

Authenticated documentary evidence in support of qualifying requirements, as mentioned under **Clause 6** above, shall be submitted in Techno-Commercial Bids. For qualifying requirements specified at Clause 6 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.

7. Interested Bidders, who fulfill the qualifying requirements as mentioned under Clause 6 above, may download the Bid Document from <https://etenders.gov.in> on Bidder registration in the portal.

8. 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 coordghyneepco@gmail.com. Bidders may contact in regard to the instant NIB at 9864028617/ 9577049052

9. **Participation in Bids**

9.1 E-Tendering / E-Procurement:

This tender is being processed through e-tendering/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.

9.2 Registration for Participation in Bids:

- a. Bidders are required to enrol 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 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:

Ms. Deibaphire Suchiang
Rollout Support Engineer,
National Informatics Centre, Meghalaya State Centre, Shillong
Mobile No. 07005490585
Email Id: deibasuchiang496@gmail.com

9.3 **Bid Fee:**

For participation in this tender, Bidders shall have to pay BID FEE (non-refundable) of Rs. 1,000.00 (Rupees One Thousand) only including 18 % GST (SAC Code 9954). Applicable bank charges shall be borne by the bidder.

The bidder shall make the payment in the form of DD/CDR/FDR/BANK DRAFT from any Nationalised Scheduled Bank in India, drawn in favour of NEEPCO Ltd. payable at Guwahati.

10. Submission and Opening of Bids

- 10.1 Bidders shall prepare and submit their bids online in <https://etenders.gov.in> as per timeline mentioned in Clause 12 below. Submission of online bids is mandatory for consideration of the bids by NEEPCO.

Besides online submission, the following document is required to be compulsorily submitted physically (offline mode) as stipulated at Clause 10.1(iv), Part-3 (ITB) of Bid Document:

The above-mentioned document shall be submitted by hand or by registered Post/ Courier in a sealed envelope superscripted as **“Hard Copy of documents against NIB No. 06 Dated 08-12-2022 for Renovation of Board cum Conference Hall in the 1st Floor of NEEPCO Bhawan, Guwahati, Assam”** at the following address within the scheduled date and time mentioned under Clause 12 below.

**The General Manager (C),
Regional Affairs Wing
North Eastern Electric Power Corporation Ltd.,
R.G. Baruah Road, Sundarpur
Guwahati- 781005**

E-mail: coordghyneepco@gmail.com

11. **Bid validity:** 180 (one hundred eighty) days from the date of opening of Techno-Commercial Bids.

12. Tender timeline:

a)	Date of commencement of downloading of Bid Document from https://etenders.gov.in	09-12-2022
b)	End date and time for downloading of Bid Document	Upto 14:00 Hours of 02-01-2023
c)	Last date & time of receipt of queries from prospective bidders	Upto 14:00 Hours of 02-01-2023
d)	Last date & time for submission of online bids	Upto 13:00 Hours of 04-01-2023
e)	Last date & time for receipt of offline documents to be submitted as per bid conditions	Upto 13:00 Hours of 04-01-2023
f)	Date & time for opening of Techno-Commercial bids online	At 13:00 Hours on 05-01-2023
g)	Date & time for opening of Price bids online	Date & time shall be intimated separately to those Techno-Commercially qualified bidders, who qualify in Techno-Commercial evaluation.

In the event the last date specified for submission of offline documents and date of online opening of Techno-Commercial bids is declared as a closed holiday for NEEPCO, the last date for submission of offline documents and date of online opening of Techno-Commercial bids will be the following working day at the appointed times.

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13. Bidders are requested to visit <https://etenders.gov.in> and NEEPCO website www.neepco.co.in, regularly for any subsequent notice of Clarification/Amendment/Corrigendum to this Notice Inviting Bid.
14. 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.

Sd/-
General Manager (RA)
NEEPCO, Guwahati