



ISO 9001-14001
OHSAS 18001

नॉर्थ ईस्टर्न इलेक्ट्रिक पॉवर कॉर्पोरेशन लिमिटेड
North Eastern Electric Power Corporation Limited
(भारत सरकार का उद्यम) / (Government of India Enterprise)
135 मे.वा. अगरतला गैस टरबाइन कंबाईंड साइकिल पॉवर प्लांट
135 MW Agartala Gas Turbine Combined Cycle Power Plant
अनुबंध एवं खरीद: प्रचालन स्कंध / Contract & Procurement / Operation Wing
रामचन्द्र नगर, त्रिपुरा (प) / Ramchandra Nagar, Tripura (W) - 799008



NOTICE INVITING TENDER(E-TENDER)

e-NIT No. 12 /NEEPCO /AGTCCPP /C&P /2018-19 Dated 11.06.2018

Online Sealed bids (Single-Stage Two-Envelope) with 120 (One Hundred Twenty) days validity are invited from reputed and interested Vehicle owners/Suppliers/Transport Agencies for " **Supply of 1(one) number of Brand New School Bus ; Make TATA, Starbus SKool (30+1) or equivalent conforming to the latest version Bharat Stage IV or, higher & fitted with speed governor with maximum speed limit of 40kph and having commercial license on hire basis to the AGTCCPP, NEEPCO Ltd. "** for a period of 3(three) years and subsequent extension for a period of another 2(two) year upon satisfactory performance. Detailed Tender Document containing Terms and Conditions for Bidding including Qualifying Requirement can be down loaded from NEEPCO's online portal <https://neepco.abcprocure.com>.

BIDDING PROGRAMME

Participations & Submission of Tenders:

- a) **Portal Registration for e-tendering:** The bidders intending to participate in the e-tendering and to download the detailed bid document have to register themselves in the NEEPCO's e-tendering portal <https://neepco.abcprocure.com>. The registration once registered shall be valid for one year from the date of activation of profile.

The bidders who have already registered in NEEPCO's e-tendering portal having valid registration need not to register again. However, such bidders are to ensure that their registration is valid till the completion of the entire bidding process of the relevant NIT.

- b) **Portal Registration Fee:** The fees for Bidder Registration in the portal is ₹ 3000.00 (Rupees Three Thousand) only per year (Non Refundable).
- c) **The procedure/ steps to be followed for payment of registration fees by SB-COLLECT of State Bank of India :**

Step 1 : The bidder shall visit url/ web page <https://www.online.com/prelogin/institutiontypedisplay.htm> on any internet browser.

Step 2 : State Bank Collect page will appear.

Select " **ALL India** " for " **State of Corporate/ Institution** " irrespective of location of the sites/ projects/ plants/ establishments where tenders are invited.

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** " .

Step 5 : New screen will appear. Here, the bidder has to fill all the required information for the payment as under :

- Under **Name of Payer** : The bidder is to fill up his Name and Address.
- Under **Short Details of Payment** : The bidder shall indicate **Registration Fees**.
- Under **Type of Payer** : The bidder is to select **VENDOR** or **CONSULTANT** whichever is applicable.
- Under **CIN in case the Payer is a company** : The bidder is to fill up his CIN in case of a company, otherwise may kept blank.
- Under **Payment Amount** : The bidder is to fill up the amount, i.e. 3000.
- Subsequent information for Name, Date of Birth/ Incorporation, Mobile Numbers are to be filled as required.
- Fill Captcha.
- 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 receipt 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 Contract & Procurement Department, NEEPCO, Shillong at e-mail ID : contract_neepco@yahoo.com to advise the service provider for approval of the bidders registration.

Bidders may also contact Sri N. Kithan, Manager(C), C&P Department, NEEPCO, Shilling Mobile No:+91-9436306773, to get confirmation regarding receipt of bidder registration fee.

Step 9 : 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 and Digital Certificate, the bidders may contact the Service Provider at :

Mr. Himalaya Vaishnav

e-Procurement Technologies Ltd, Ahmedabad

Phone No : +91-7940016866/38/21/18

Mobile No. :+91-9099090830

E-mail : info@abcprocure.com

However, bidders are free to obtain Digital Signature Certificate from any other certification Agencies appointed by the Controller of Certification Agencies(CCA) under the provision of IT Act 2000.

Step 10 : On approval of the bidder in the system, e-mail will be sent by the Service provider to the Company/Bidder regarding their vendor profile activation.

The registration is valid for one year once vendor profile is activated.

d) For any clarification related to terms and conditions of Bid Documents, bidders are requested to forward e-mail clearly stating their queries at e-mail id : agtpp.onm@gmail.com.

e) For any clarification related to procedure for bid submission, online furnishing of clarification in e-procurement portal etc., bidders are requested to forward e-mail stating their queries at e-mail id : contract_neepco@yahoo.com, contract@neepco.co.in

Bidders may also contract e-procurement Technologies Ltd.(Service Provider) having the following contact details:

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

E-mail ID ; Support@abcprocure.com.

f) 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 online vendor registration, if any.

g) **Submission and opening of Bids:** Bidders shall prepare and submit their bids online in e-tendering portal <https://neepco.abcprocure.com>. Online bidding forms will be available in the above website. Submission of online bids is mandatory for consideration of the bids by NEEPCO.

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.

h) **Reverse Auction** : NEEPCO reserves the right to go for Reverse Auction process to finalize the tender or may finalize the tender without Reverse Auction, if required. However, the decision to conduct Reverse Auction or not will be conveyed to the short-listed bidders after opening of the bid.

i) **Important Dates & Bid Validity** :

(1) Date of commencement of downloading of bid documents from the portal <https://neepco.abcprocure.com> : w.e.f 21:00 Hrs of 11/06/2018.

(2) End date & time for downloading of bid document : 13:00 Hrs of 11/07/2018.

(3) Last date & time for receipt of bids online: 13:00 Hrs of 11/07/2018.

(4) Date & time for opening of bids online: 15:00 Hrs of 11/07/2018.

(5) Bid validity : 120 (One Hundred Twenty) days from the date of opening of bids.

In case 11/07/2018 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.

- j) Bidders are requested to visit e-tendering portal <https://neepco.abcprocure.com>, NEEPCO website <http://www.neepco.co.in> and CPP portal <http://www.eprocure.gov.in> regularly for any modification/ clarification of bid document.
- k) Bidders are requested to adhere to the following :
- (1) Obtain individual Organization Digital Signature Certificate (DSC or DC) well in advance of tender submission deadline on Electronic Tendering System (ETS).
 - (2) Register your organization on ETS well in advance to comply with the stipulated tender timeline.
 - (3) Get your organization's concerned executives trained on ETS well in advance to comply with the stipulated tender timeline.
 - (4) There could be last minute problems due to internet timeout, breakdown etc. Accordingly, the bidders are requested to submit the bid through online e-tendering system well before the bid submission end date and time as per Server System Clock. The Corporation shall not be responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.
- l) **Earnest Money:** An amount of ₹ 44800/= (Rupees Forty Four Thousand Eight 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.
- m) **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).
- n) **Evaluation of Tender:** The tender shall be opened on 11/07/2018 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.

GENERAL TERMS & CONDITIONS:

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

The rate quoted against this e-NIT should be submitted online. The general Terms and Conditions are :

1. **Specification of Vehicle :** Supply of 1(one) number of Brand New School Bus ; Make TATA, Starbus SKool (30+1) or equivalent conforming to the latest version Bharat Stage IV or, higher & fitted with speed governor with maximum speed limit of 40kph and having commercial license on hire basis to the AGTCCPP, NEEPCO Ltd.
2. **Other incorporations and requirements :**
 - (i) Must have a First-Aid Box.
 - (ii) The windows of bus must be fitted with horizontal grills.
 - (iii) There must be a Fire-Extinguisher in the bus.
 - (iv) The doors of the bus should be fitted with reliable locks.
 - (v) To keep the School Bags safely, there should be a space fitted under the seats.
 - (vi) The body of the school bus shall be **HIGHWAY YELLOW COLOUR WITH A HORIZONTAL STRIP IN GREEN COLOUR OF 150MM WIDTH IN THE MIDDLE ALL AROUND THE VEHICLE AND THE SCHOOL BUS MUST BE PROMINENTLY DISPLAYED ON ALL FOUR SIDES OF THE VEHICLE.**
 - (vii) The driver of the school bus must have a valid heavy vehicle license to drive transport vehicle for a period of at least 4(Four) years and compulsorily wear a light blue shirt, light blue trousers and

black shoes. His name ID must be displayed on the shirt. The expenditure incurred on the same shall be reimbursed on production of valid documentary evidence.

(viii) Emergency Exit as per Section 2(47) of the Motor Vehicles Act 1988 is mandated.

3. **Scope of supply** : The Vehicle shall be utilized for ` school duty in respect of wards of NEEPCO Employees. The said vehicle will report to a designated officer of Agartala Gas Turbine Combined Cycle Power Plant. The area of duty of the vehicle will normally be within Agartala and shall have a valid permit from statutory authority as deemed fit for the state of Tripura in particular. But in some cases, the vehicle may also be required to perform non-school related duty even outside Tripura (Assam/Meghalaya/Mizoram) as required and as decided by the plant authority of AGTCCP.
4. **Place of Report** : Head Quarters for duty of the vehicle shall be at O/o Senior Manager(HR), AGTCCP, R.C. Nagar, Tripura(W).
5. **Rate** : The rate shall be quoted as per the table formulated below. The same shall be legibly and clearly written both in figures and words. In case of difference in rate quoted in figures and words, the rate quoted in words will be considered.

Description of the vehicle	Year of manufacture	Monthly hire charge (₹)	Declared Mileage in Km	Rate per Km (₹)	Night Halt per day for outstation duty [Considering AGTCCPP, NEEPCO Ltd. as the base station] (₹)
Supply of 1(one) number of Brand New School Bus ; Make TATA, Starbus SKool (30+1) or equivalent conforming to the latest version Bharat Stage IV or, higher & fitted with speed governor with maximum speed limit of 40kph.					

Note :- The above rate would be exclusive of driver's salary and taxes.

6. **The rate per Km shall be guided by the following formula** :
The Charges per kilometer in both Local and Outstation hiring shall increase-decrease if the cost of P.O.L. increase and decreases more than 5% of the rate as on the date of opening of tender as follows :-

For Example: If the Cost of P.O.L. as on the date of opening of the tender = X & Percentage increase/decrease in the cost of P.O.L.(Petrol/Diesel)=Y, then Increase/decrease of Charge per Ltr. = $X(Y-5)/100$.

However, the charge per Km shall remain unaltered in the event of the variation is within 5%(Five percent). The above increase/decrease will be applicable as per the P.O.L. used in the vehicle. For the ease of calculation of the charges per litre of P.O.L, the price of Diesel/ Petrol ruling on the 1st day of the calendar month in the State of Tripura shall be considered.
7. **SALARY OF DRIVER AND HANDYMAN** : The vehicle should have at least 1(One) number of Driver(HV) and 1(One) number of Handyman. Also, the monthly remuneration of the Driver(HV) and Handyman shall be paid extra as per minimum wage rate for skilled workers & unskilled workers respectively as per minimum wage rate of the Ministry of Labour and Employment, Government of India. This shall also include PF contribution. All the payments made to the drivers shall be reimbursable on submission of documentary evidence such as PF Challans, Bank Deposit Statement and drivers payment receipt. Any subsequent increase in the aforesaid rate shall have to be paid to the driver and handyman which would be re-imbursed.
8. **INSURANCE**: The nature of insurance coverage would be comprehensive. From the second year onwards, insurance of the vehicle shall be reimbursed on submission of documentary evidence on equated monthly basis.
9. **Vehicle fitness** : Necessary fitness as required shall have to be carried out every year. The relevant charges as required shall be reimbursed at actual on submission of documentary evidence.
10. **Period of Contract**: The contract shall be for a period of 3(three) years and subsequent extension for a maximum period of another 2(two) year upon satisfactory performance.

11. **Repair & Maintenances:** Regular repair and Maintenance of the hired vehicle during deployment shall rest with the supplier. In the event of the vehicle remains off road for repair or, maintenance, the supplier shall make replacement of substitute vehicle of identical type only at no extra cost to the Corporation. This condition will be also applicable for break down periods of the vehicle.
12. **Availability for duty:** The supplier shall ensure the availability of the vehicle for round the clock duty and 7(seven) days a week. No additional charges will be paid for holidays or Sundays.
13. **Performance of Driver:** Driver of the vehicle shall be an experienced and have a valid Driving license . He will be provided an unfurnished accommodation on rent basis subject to availability. In case of family members of the driver, only wife and 2(two) children will be allowed to stay after due consideration by the Competent Authority. Salary etc. of the Driver shall be the suppliers responsibility. The driver shall be properly attired and behave in a proper and courteous manner at all times. He should be duty bound and shall obey the instructions of the officer or officials under whom the vehicle is placed. In case of any unsatisfactory performance of the vehicle or service of the Driver, the contract will be terminated with 1(one) month notice. The contract may be terminated by giving 1(one) month notice by other side also.

DRIVER'S RESPOSIBILITY :

- Must have a mobile connection
 - Respond immediately and attend to the caller.
 - Keep the vehicle tidy and wash /clean regularly.
14. **Penalty for absence:** For break down repair and sudden withdrawal from duty for any other reason, the supplier have to provide replacement by a similar vehicle immediately. In case the supplier fails to provide a suitable replacement, deduction of hire charge on pro-rata basis will be made for the period of absence from duty.
 15. **Accidents/damages claim and liability:** In the event of any accident or damage caused to the vehicle while the vehicle is on duty of the purchaser, the purchaser shall not take any responsibility for this loss or damage and settlement of insurance claim thereof. The supplier shall be exclusively responsible for any consequence under the laws, arising out of any accident caused by the vehicle to the thirty party/parties/occupants of the vehicle during the hiring period, 100% risk will be with the owner and the user/purchaser will not be responsible any way.
 16. Vehicle must have commercial registration, certificate, Road permit(Assam, Tripura, Meghalaya & Mizoram, fitness etc. And the Contractor must keep valid insurance coverage under comprehensive insurance policy. Copies of all these documents must be submitted to the hirer, whereas original ones needs to be retained with the respective driver of the vehicle including his original driving license etc. Rules/Act related to the Motor Vehicle Act will be applicable.
 17. **Rates:** The quoted rate should be excluding GST, which shall be paid extra at actual against submission of documentary evidence.
 18. **Requisition of vehicles:** In case the vehicle is requisitioned by the police or any public authority, the hirer shall neither pay the hire charges for the period nor take any responsibilities for the vehicle and supplier shall be bound to provide replacement by a suitable vehicle of identical type.
 19. The vehicle shall be provided with a spare wheel with tyres in good condition, with other tools required to attend to minor breakdowns en-route and a first aid box containing necessary items. No retreaded tyres are permissible.
 20. **Compliance of Regulations:** The supplier shall accept full responsibility for compliance of all statutory regulations/rules & enforcement/Acts whatsoever of the Central/state Government/local bodies, District Administration and Municipal Authority for Taxes, Toll Tax, Road permit, pollution control, Service Tax, Insurance. After engagement of the vehicle, the supplier has to submit the statutory licenses/certificate/ Road permit/ Insurance etc. and ensure renewal of those statutory licenses every year and submit to the concerned authority for verification, otherwise payment will not be released.
 21. Copies of Income Tax PAN CARD and GST Registration is to be submitted along with the bid. On Selection, the Supplier must register with respective PF authorities and obtain valid EPF Code Number.

22. **Bill:** While submitting bill against hiring of vehicle, the supplier will have to submit a copy of last deposit Challan of the concerned authority in support of payment of EPF contribution against the driver of the said vehicle for the period claimed as well as submit as undertaking, otherwise decision/action will be taken as deem fit.
23. All the vehicles services need to be fulfilled as per norms.
24. Any dispute is within the jurisdiction of Agartala only.
25. **Payment :** 100% (Hundred percent) payment on monthly basis on submission of monthly bill in triplicate along with the certified copy of Log Book.
26. Bidders shall submit their bids online in electronic form in <https://neepco.abcpurchase.com>. 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://neepco.abcpurchase.com>) 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.



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