

DETAILED NOTICE INVITING BID

(Domestic Competitive Bidding)

NIB No 22 Dated 12.08.2020

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 bidders for Maintenance Contract of UPS System for a period of 2 (two) years as detailed below.

Particulars	Value of Earnest Money (EMD)	Bid validity	Cost of Bid Document (Bid Fee)
Maintenance Contract of UPS System for a period of 2 (two) years.	INR 12,620.00 (Rupees Twelve thousand six hundred twenty) Only	180 (One Hundred eighty) days	INR 1000.00 (Rupees one thousand) plus GST only.

1.0. Technical Qualifying Requirements:

- 1.1. The bidder shall be an experienced Contractor, who must have successfully executed at least 3 years maintenance of Orion UPS brand during last 5(five) years prior to the date of opening of the bid. The bidder should furnish copies of detailed orders and also performance certificates from the customers, which should indicate the dates of award of the work and also indicate that the work is executed to the satisfaction of the customer.
- 1.2. Bidder should have at least 2(two) full-fledged Authorized Service Set-up/Service Centre(s) in North East India. Details of such Authorized Service Set-up/ Service Centre(s) indicating complete address and contact details shall have to be furnished as per prescribed format (**form-G**) provided in **Section-VI**. In case service is rendered through Authorized Partner, the bidder shall furnish a certificate indicating the same and the place of Service set-up/Service Centre(s) of the partner.
- 1.3. The bidder shall not have been blacklisted by any Government/ Government agency in India. **Self-declaration** to that effect should be submitted along with the technical bid in the prescribed format (**Form- I**) provided in **Section-VI**.

2. Financial Qualifying Requirement

2.1 Minimum Average Annual Turnover (MAAT)

MAAT in the best 3(three) financial years out of the last 5(five) financial years, ending 31st March of the previous financial year, should not be less than **INR 473,050.00**.

2.2 Liquid Asset:

The bidder should have liquid assets or / and evidence to availability of unutilized credit facilities of not less than **INR 65,700.00**.

The Certificate of Banker regarding the availability of unutilized credit facilities (Fund Based and non-fund based) shall not be dated earlier than 30 (thirty) days prior to the date of opening of bids.

Liquid Asset = Current Asset – (Inventory + Pre-Paid expenses)

2.3 Net Worth:

The Net worth of the bidder as on last day of the preceding financial year, ending 31st March of the previous financial year shall not be less than 50% of the Paid up Share capital.

The Net Worth shall be calculated based on Subscribed and Paid-up Capital + Free Reserves + Unallocated balance surplus amount of Profit and Loss Account less (a) Expenses not written off (b) Loss in Profit & Loss Account if not reduced from Reserves.

Complete Audited Annual Reports along with Audited Balance Sheets, Profit and Loss Account & detailed Schedule and other financial statements for the preceding 5(five) financial years, ending 31st March of the previous Financial Year, along with Letter of adequacy and commitment from their Bankers/ Financial Institutions of International repute should be furnished along with their bids for evaluating the above financial criteria. In case where the audited results of the preceding financial years are not available, certified financial statements from a practicing Chartered Accountant will also be considered acceptable.

2.4 Bid Capacity:

The available Bid Capacity of the Bidder at the time of submission of Bid, calculated as under should not be less than the estimated cost of the work put to tender:

$$\text{Bid Capacity} = A \times N \times 2 - B$$

Where,

A = Maximum value of works executed in any one year during last 7 (seven) years (at current price level).

N = Completion time of the proposed work 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, for which the Bidder shall have to submit documentary evidence in support of "A" & "B" above along with their Bid. Complete Audited Annual Reports along with Audited Balance Sheets, Profit and Loss Account & detailed Schedule and other financial statements for the preceding 5(five) financial years, ending 31st March of the previous Financial Year, along with Letter of adequacy and commitment from their Bankers/ Financial Institutions of International repute should be furnished along with their bids for evaluating the above financial criteria. In case where the audited results of the preceding financial years are not available, certified financial statements from a practicing Chartered Accountant will also be considered acceptable.

- 2.5 Copies of Audited Balance Sheet & Profit and Loss account for the last 3(three) financial years certified by a Chartered Accountant indicating the Annual financial turnover and latest Banker's Certificate in support of solvency shall be furnished along with latest and valid GST Registration Certificate, PAN etc.
- 2.6 Interested bidders who fulfill the qualifying requirements as mentioned at Sl. No. 1 and Sl. No. 2 above, may download the bid document from <https://etenders.gov.in> on registration in the e-portal and submission of bid fee as given under Clause 3 below.

3. Registration for Participation in Bids

- 3.1 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.
- 3.2 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

- 3.3 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.
- 3.4 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.
- 3.5 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.
- 3.6 Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.
- 3.7 **Bid Fee:** Bidders shall have to pay BID FEES (non-refundable) for participation in this instant NIB of Rs.1000.00 (Rupees One Thousand) plus GST @18% (SAC Code 9984) (NEEPCO Shillong GST NO.: 17AAACN9991J1ZT).

The bidder shall make the payment through “**SB-COLLECT**” of **State Bank of India only** as per procedures/steps elaborated in Cl. No. 9 below.

Payment of bid fee through other mode of payment like DD etc. will not be acceptable. Any bid not accompanied by bid fee will be summarily rejected.

During payment of bid fee through “SB-COLLECT” of State Bank of India, Bidders shall clearly indicate the NIB No. against 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 itshillong@neepco.co.in.

For any clarification related to terms and conditions of Bid document, bidders are requested to forward mail clearly stating the NIB No and their queries to the tendering authority at e-mail id: itshillong@neepco.co.in. Bidder may contact in regard to this NIB at 0364-2220818.

4. **Submission and opening of Bids**

- 4.1 Bidders shall prepare and submit their bids in the electronic form at <https://etenders.gov.in> 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 at <https://etenders.gov.in> by marking their presence for online tender opening.

5. **Bidding Procedure:**

- 5.1 The Bidder shall submit the Bid under the Single-Stage Two-Envelope bidding system in electronic form as follows:
 - 5.1.1 **Envelope No. 1:** Techno-Commercial Bid.
 - 5.1.2 **Envelope No. 2:** Shall contain Price Bid. Price Bids of only those Bidders who qualify in Techno-Commercial evaluation shall be opened.

6. **Important information and dates:**

Start date and time for downloading of bid document:	15:00 Hrs (IST) of 12/08/2020
Last date & time of downloading of bid document:	11:00 Hrs (IST) of 02/09/2020
Last date & time for receipt of online bids:	15:00 Hrs (IST) of 02/09/2020
Date & time of online opening of bids	15:00 Hrs (IST) of 04/09/2020

7. In the event the date of opening of bids is declared as a closed holiday for NEEPCO, the bids shall be submitted as per stipulated time and date, however, the date of opening of bids will be on the following working day at the appointed times.

8. Equipment details with Location.

Sl.No	Make	Manufacturer's Sl.No.	Capacity	Quantity	Location
1	ORION	DS12D257, DS12D-ST-256	10KVA	2	Corporate Office, Shillong
2	ORION	DS E9 248, DS E9 249, 14A- 1577, 14A- 1576, 2K11-I-076	5KVA	5	--do--
3	UNILINE	UL-E7-127, UL-E7-130, UL-E7-131, UL-E7-139, UL-G7-042, UL-G7-043, UL-E7-134	5KVA	7	--do--
4	HITA	BPNAM120611310260047, BPNAM120611310260023, 9902250008	5KVA	3	--do--
5	APC	JS0539035561	5KVA	1	--do--
6	Libert	2K-9D-8156, 8332S1402100033	3KVA	2	--do--
7	BetterPower	BP10110242	3KVA	1	--do--
8	ORION	20338960708	1KVA	1	--do--
9	APC	B21741023640	1KVA	1	--do--
10	ORION	DS-J8-123, DS-J8-125, DS-J8-129, DS-J8-130, DS-J8-131	5KVA	5	KHEP, Umrongso.
11	ORION	DS-J8-124, DS-J8-126, DS-J8-127,	3KVA	3	--do--
12	ORION	15D-9481	6KVA	1	--do--(For VC)
13	UNILINE	UL-E7-140, UL-E7-143	10KVA	2	NEEPCO Office, Guwahati.
14	ORION	14H-2157, 16E-10-798	10KVA	2	--do--
15	ORION	OM12D7D- 387, OM12D7D-ST-575	6KVA	2	--do--(For VC)
16	UNILINE	UL-E7-133	5KVA	1	BDC, KaHEP, A/Pradesh
17	ORION	OM12DFD382, OM12DFD-ST-382	6KVA	2	--do--(For VC)
18	UNILINE	UL-E7-051	5KVA	1	KPC, KaHEP, A/Pradesh
19	ORION	OM12DFD386, OM12DFD-ST-377	6KVA	2	--do--(For VC)
20	ORION	OM12DFD395, OM12DFD-ST-378	6KVA	2	For VC at Tenga, KaHEP
21	ORION	OM12DFD392, OM12DFD-ST-379	6KVA	2	For VC at Doimukh
22	ORION	OM12DFD394, OM12DFD-ST-381	6KVA	2	For VC at Sopo
23	ORION	OM12DFD389, OM12DFD-ST-384	6KVA	2	For VC at Jampa
24	ORION	OM12DFD390, OM12DFD-ST-374	6KVA	2	For VC at Hoz
25	ORION	OM12DFD391, OM12DFD-ST-385	6KVA	2	For VC at AGTP
26	ORION	OM12DFD397, OM12DFD-ST-383	6KVA	2	For VC at TGBP
27	ORION	OM12DFD-ST-380, OM12DFD-ST-393	6KVA	2	For VC at Tuirial
28	ORION	OM12DFD396, OM12DFD-ST-376	6KVA	2	For VC at New Delhi
TOTAL UPS PROPOSED FOR AMC				62	

9. Condition for Micro & Small Enterprises (MSEs)

- 9.1 The bidders participating as Micro/Small Enterprises (MSE) shall submit an Undertaking in the prescribed format given in the Bid Document declaring the status of their firm under the provisions of Micro and Small Enterprises along with a copy of the document/ certificate issued by any of the Authority mentioned below:

- District Industries Centers
- Khadi and Village Industries Commission
- Khadi and Village Industries Board
- Coir Board
- National Small Industries Corporation (NSIC)

- Directorate of Handicrafts and Handloom
 - Any other Body specified by Ministry of Micro, Small and Medium Enterprises.
- 9.2 The MSEs owned by Scheduled Caste (SC) & Scheduled Tribe (ST) entrepreneurs must submit the SC/ST certificate issued by District Authority in addition to certificate of registration with any one of the agencies mentioned above. The bidder shall furnish necessary documentary evidence to ascertain that the MSE is owned by SC/ST. MSE owned by SC/ST is defined as:
- a) In case of proprietary MSE, proprietor(s) shall be SC /ST.
 - b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the enterprise.
 - c) In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.
- 9.3 The registration certificate submitted by MSEs issued from any one of the above agencies must be valid as on close date of the tender. The successful bidder should ensure that the same is valid till the end of the contract period.
- 9.4 The MSEs who have applied for registration or renewal of registration with any of the above agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption/preference.
- 9.5 **The MSEs registered with above mentioned agencies/bodies are exempted from payment of BID FEES and EARNEST MONEY DEPOSIT (EMD).**
10. NEEPCO reserves the right to extend the last date and time for submission of Bid.
11. Bidders are requested to visit <https://etenders.gov.in> and <http://www.neepco.co.in> regularly for any corrigendum / modification / clarification of the bid document.
12. Submission of bids shall not automatically construe qualification for evaluation. The Owner 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 Owner.

Sd/-
Dy. General Manager (IT)
NEEPCO Ltd., Shillong