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Miniratna Category-I

नॉर्थ ईस्टर्न इलेक्ट्रिक पॉवर कॉर्पोरेशन लिमिटेड
North Eastern Electric Power Corporation Limited
(A Subsidiary of NTPC Ltd.)

135 मे.वा. अगरतला गैस टरबाइन कंबाईड साइकिल पॉवर प्लांट
135 MW Agartala Gas Turbine Combined Cycle Power Plant
अनुबंध एवं प्रापण: प्रचालन स्कंध/Contract & Procurement /Operation Wing
रामचन्द्र नगर, त्रिपुरा (प)/ Ramchandra Nagar, Tripura (W) - 799008



NOTICE INVITING TENDER(E-TENDER)

e-NIT No. 23 /NEEPCO /AGTCCPP /C&P /2020-21 Dated 18.05.2020

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 SML School bus (20+1), Model:GDYLMID04002318WV26S BS VI D or equivalent conforming to the latest version Bharat Stage VI 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 1(One) 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://etenders.gov.in>

BIDDING PROGRAMME

Participations & Submission of Tenders:

1. Registration for Participation in Bids:

- 1.1 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.
- 1.2 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 1.3 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.
- 1.4 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.
- 1.5 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.
- 1.6 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.
- 1.7 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.

2 Submission and opening of Bids:

- 2.1 Bidders shall prepare and submit their bids in the electronic form in <https://etenders.gov.in>. Bidding forms will be available in the above website. Bids will be opened on the stipulated date and time in the office of the Dy. General Manager(E/M),C&P wing, NEEPCO Ltd, AGTCCPP, R.C.Nagar, Agartala, Tripura(W),Pin-799008.
- 2.2 Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2.3 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 2.4 Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 2.5 Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should

tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

- 2.6 Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 2.7 The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 2.8 All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening.
- 2.9 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 2.10 Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 2.11 The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

3 Important Dates & Bid Validity:

- 3.1 Date of commencement of downloading of bid documents from the portal <https://etenders.gov.in/eprocure> w.e.f 18:00 Hrs of 18/05/2020.
- 3.2 Last date & time for submission of bids online: 13:00 Hrs of 18/06/2020.
- 3.3 Date & time for opening of bids online: 15:00 Hrs of 20/06/2020.
- 3.4 Bid validity: 120 (One Hundred Twenty) days from the date of opening of bids.

In case 20/06/2020 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.

Bidders are requested to visit e-tendering portal <https://etenders.gov.in/eprocure>, NEEPCO website <http://www.neepco.co.in> and CPP portal <https://etenders.gov.in> regularly for any modification/ clarification of bid document.

- 4 **Earnest Money:** An amount of ₹ 52,811/- (Rupees Fifty Two Thousand Eight Hundred Eleven) 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.
- 5 **Release of EMD:** a) The EMD of those Bidders who do not qualify in Techno-Commercial evaluation, shall be returned immediately after approval of Techno-Commercially evaluation. b) The EMD of the Bidders other than L-1 Bidder, will be returned immediately after issue of Letter of Intent (LOI) to the successful Bidder.
- 6 **Forfeiture of EMD/Bid Security:** The Bid Security/EMD may be forfeited; a) if the bidder withdraws his bid after the bid opening during the period of bid validity and extension thereof. b) if the Bidder engages in corrupt, fraudulent, collusive, coercive practices during bidding process; or c) if the bidder does not accept the correction of the bid price d) in the case of successful bidder, if the bidder fails within the specified time limit to sign the Contract Agreement; or furnish the required Initial Security Deposit.
- 7 **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 : Dy. General Manager(E/M), C&P,
AGTCCPP, NEEPCO Ltd.,
R.C. Nagar, Agartala - 799008, Tripura(W).

- 8 **Evaluation of Tender:** Techno-commercial bid shall be opened on 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 and shall not be considered for price bid evaluation. Price bid of those tenderers meeting the qualifying requirement and requirements of Tender specification shall be opened on completion of Techno-commercial Evaluation. Date for price bid opening shall be notified at a later date through system-generated email.

INSTRUCTION TO BIDDER

The intending bidders who fulfill the eligibility / qualifying criteria as given below should participate in the on-line Bidding process. Fulfillment of criteria as mentioned is essential, as non-compliance will lead to rejection of the Bid, without any further communication.

Qualifying Criteria: The bidders must fulfill the following qualifying criteria :

1. The Tenders of the bidders must accompany tender fee and EMD. Without Tender Fee and EMD of requisite amount, the tenders will be rejected.
2. Copy of Bidder's PAN Card, Proprietor's Name, Legal Business Address, **GST Registration**, PF registration, Copy of Income Tax and Professional Tax Certificate clearance of current validity should be submitted along with their bids.
3. The quoted price must be authenticated with relevant supporting documents and uploaded online.
MSME, NSIC and startup registered bidders under Govt. of India are exempted from depositing Cost of Tender Document and Earnest Money. Copy of valid exemption certificate has to be submitted along with bid. Bidders who are registered as Micro/Small enterprise need to submit the Undertaking in prescribed format as enclosed with bid documents.
4. **Minimum Average Annual Turnover(MAAT):** Minimum Average Annual Turnover of the bidder, in the best three Financial Year out of the last 5(Five) Financial year, ending 31st March of the previous financial year should not be less than ₹ 7.92 Lakh.
5. **Liquid asset requirement:** The bidder should have liquid assets or / and evidence to availability of unutilised credit facilities of not less than the value as calculated below: Liquid Asset = (Estimated Cost x 2.5)/Completion period in months. 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 latest date for submission of bids. Liquid Asset = Current Asset - (Inventory + Pre-paid expenses).
6. MSME, NSIC, Start-up registered bidders are exempted from prior experiences and turnover etc subject to meeting quality & technical specifications as per Govt. of India notifications from time to time.
7. The tender shall be finalized through "Tender cum Auction" i.e through 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. The date and time of e-RA shall be conveyed to the techno-commercially qualified bidders via system-generated email.
8. Offline bids shall not be considered.
9. **Return of EMD:** EMD shall be returned to bidders through NEFT/RTGS. So bidders shall submit bank details along with bid.

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 (2x2) ; Make SML School bus (20+1), Model:GDYLMID04002318WV26S BS VI D or equivalent conforming to the latest version Bharat Stage VI 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 Dy. General Manager(HR), AGTCCP, R.C. Nagar, Tripura(W).

5. Rate : The rate shall be quoted as per the table formulated below.

Description of the vehicle	Year of manufacture	Monthly hire charge (₹)
Supply of 1(one) number of Brand New School Bus (2x2) ; Make SML School bus (20+1), Model:GDYLMID04002318WV26S BS VI D or equivalent conforming to the latest version <u>Bharat Stage VI</u> or, higher & fitted with speed governor with maximum speed limit of 40kph and having commercial license on hire basis to the AGTCCP, NEEPCO Ltd		

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. Mileage and Night halt charges (Outstation duty):

Mileage of the bus and Night halt charges for outstation duty considering AGTCCP as base station shall be considered as 6 KM/L and ₹ 500/- per day respectively.

8. 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 reimbursed.

9. **INSURANCE:** The nature of insurance coverage would be comprehensive and expense towards insurance cover of the vehicle is in Supplier's scope .
10. **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.
11. **Period of Contract:** The vehicle engagement shall be for a period of 3(three) years and subsequent extension for a maximum period of another 1(One) year upon satisfactory performance. The vehicle will be engaged on yearly basis upto stipulated period with fresh agreement every year.
12. **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.
13. **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.
14. **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.
DRIVER'S RESPOSIBILITY :
 - Must have a mobile connection.
 - Respond immediately and attend to the caller.
 - Keep the vehicle tidy and wash /clean regularly.
15. **Penalty for absence:** For break down repair and sudden withdrawal from duty for any other reason, the supplier has 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.
16. **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.
17. **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.
18. **Rates:** The quoted rate should be excluding GST, which shall be paid extra at actual against submission of documentary evidence.
19. **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.
20. 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.
21. **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.

22. 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.
23. **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.
24. All the vehicles services need to be fulfilled as per norms.
25. Any dispute is within the jurisdiction of Agartala only.
26. **Payment :** 100% (Hundred percent) payment on monthly basis on submission of monthly bill in triplicate along with the certified copy of Log Book.
27. **Termination of Contract:** 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.
28. 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://etenders.gov.in>) 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.



(Saranjan Sarkar)
Dy.General Manager(E/M), C&P
AGTCCPP, NEEPCO Ltd,
R.C.Nagar.