

North Eastern Electric Power Corporation Ltd.  
Construction and Laying of New Road surface with  
Interlocking Concrete Paver block from Gate No. 2 to  
Church Junction, Church Junction to WTP and Permanent  
Colony, at DHPS, Doyang, Nagaland



ISO: 9001, 14001,  
& 45001

Bid Document  
Part-1: Short Notice Inviting Bids



ISO: 9001, 14001,  
& 45001

नॉर्थ ईस्टर्न इलैक्ट्रिक पावर कॉरपोरेशन लिमिटेड  
भारत सरकार का उपक्रम

**NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED**

(A Wholly Owned Subsidiary of NTPC Ltd.)

OFFICE OF THE EXECUTIVE DIRECTOR, CONTRACTS & PROCUREMENT  
Brookland Compound, Lower New Colony, Shillong-793 003, Meghalaya, India

E-mail: [contract@neepco.co.in](mailto:contract@neepco.co.in),

Website: [www.neepco.co.in](http://www.neepco.co.in); CIN – U40101ML1976GOI001658



**SHORT NOTICE INVITING BIDS (E-Tender)**

**(DOMESTIC COMPETITIVE BIDDING)**

**NIB No. 445 Dated 24.07.2024**

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 "Construction and Laying of New Road surface with Interlocking Concrete Paver block from Gate No. 2 to Church Junction, Church Junction to WTP and Permanent Colony, at DHPS, Doyang, Nagaland".

For further details, interested bidders may visit the websites <https://etenders.gov.in> & [www.neepco.co.in](http://www.neepco.co.in). Any subsequent changes/modifications/notifications against this tender shall be updated only on the websites mentioned above. Last date for online submission of bid is **21.08.2024 by 14:00 Hours**.

Chief General Manager (E/M)  
i/c Contracts & Procurement

North Eastern Electric Power Corporation Ltd.  
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Colony, at DHPS, Doyang, Nagaland



ISO: 9001, 14001,  
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Bid Document  
Part-1: Detail Notice Inviting Bids



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**NIB No. 445 DATED 24.07.2024**


**DETAIL NOTICE INVITING BIDS (E-TENDER)  
(DOMESTIC COMPETITIVE BIDDING)**

**FOR**

**CONSTRUCTION AND LAYING OF NEW ROAD SURFACE WITH INTERLOCKING  
CONCRETE PAVER BLOCK FROM GATE NO. 2 TO CHURCH JUNCTION, CHURCH JUNCTION TO WTP AND  
PERMANENT COLONY, AT DHPS, DOYANG, NAGALAND**

1. 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 "Construction and Laying of New Road surface with Interlocking Concrete Paver block from Gate No. 2 to Church Junction, Church Junction to WTP and Permanent Colony, at DHPS, Doyang, Nagaland" at an approximate estimated cost of **Rs. 2,97,27,589.00** (including applicable taxes, duties, levies, cess etc.).
2. **Scope of work:**  
The scope of work under this tender covers the following:  
**Construction and Laying of New Road surface with Interlocking Concrete Paver block from Gate No. 2 to Church Junction, Church Junction to WTP and Permanent Colony, at DHPS, Doyang, Nagaland.**  
Please refer Part-5 (Technical Specifications) and Part-6 (Tender Drawings), Part-8 (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 Earnest Money Deposit (EMD) and 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 **6(six) months from the date of issue of Letter of Intent.**



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## 5. EARNEST MONEY DEPOSIT:

**Earnest Money Deposit shall be Rs. 5,95,000.00 (Rupees Five Lakh Ninety Five Thousand only).** The bidder may make the payment of Earnest Money Deposit (EMD) in the following form:

- i) Through **"SB-Collect"** of **State Bank of India** as per procedures/ steps elaborated below; or

Step-1:	The bidder shall visit url/web page <a href="https://www.onlinesbi.sbi/sbicollect">https://www.onlinesbi.sbi/sbicollect</a> on any internet browser.
Step-2:	State Bank Collect page will appear. Select <b>"PSU - Public Sector Undertaking"</b> under Institution/organisation category.
Step-3:	In the new screen, select PSU Name as <b>"North Eastern Electric Power Corporation Limited"</b> . Select <b>"ALL India"</b> under <b>"State"</b> . Click <b>"GO"</b> .
Step-4:	In the new screen, select Payment Category as <b>"SHILLONG- PARTIES"</b> .
Step-5:	New Screen will appear, here the bidder has to fill all the required information for the payment as under: i) Under <b>Name of Payer</b> : The Bidder is to filled up his Company/ Firm Name and Address. ii) Under <b>Short Details of Payment</b> : The Bidder shall indicate <b>EMD</b> as applicable and the <b>Bid No. ___ &amp; Date ___</b> (Example: for payment of EMD against Bid No. XX Dated DDMMYYYY, the bidder has to fill under this option as <b>"EMD for Bid No. XX Dated DDMMYYYY"</b> ). iii) Under <b>Type of PAYER</b> : The Bidder is to select <b>"VENDOR"</b> . iv) Under <b>CIN in case the Payer is a company</b> : The bidder is to fill up his CIN in case of a company, otherwise may be kept blank. v) Under <b>PAYMENT AMOUNT</b> : The bidders is to fill up <b>the amount of EMD as per Bid Condition</b> . vi) Under <b>"REMARKS"</b> : The bidders shall mandatorily fill their Name of Organisation/Firm, GeM Bid No. & date & Short name of the work, for easy reference. vii) Subsequent information for Name, Date of Birth/Incorporation, Mobile Number are to be filled as required. viii) Fill Image Captcha. ix) Then click <b>NEXT</b> .
Step-6:	In the new screen <b>"Verify Payment Details"</b> , check the details and click <b>"NEXT"</b> , if correct.
Step-7:	The <b>Multi Option Payment System</b> 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 receipts may also be generated from Reports - i.e. SB Collect (Request Report/ Download Report). This system generated receipt shall be downloaded for submission as per bid condition.

- ii) By Demand Draft in favour of NEEPCO Ltd., Shillong, or  
iii) By Bank Guarantee as per the format stipulated at Form-C, Part-7, Tender Forms & Data Sheets of the Bid Document.



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**The Bank Guarantee issued must be routed through SFMS (Structured Financial Messaging System) platform. The details of the NEEPCO's Bank for SFMS platform is given below:**

- a) Name of the Bank: SBI, Main Branch, Shillong
- b) Name as per bank record: North Eastern Electric Power Corporation Ltd.
- c) Bank A/c No: 10881522463
- d) Type of A/c : Cash Credit A/c
- e) IFS Code: SBIN0000181
- f) Email ID of SBI: sbi.00181@sbi.co.in

## 6. Qualifying Requirements:

### 6.1 General Qualifying Requirement:

- (i) Participation in the bidding process is exclusively to the bidders (Individual/ Company/ Firm) or both the Partners (Lead Partner and Other Partner) of a Joint Venture/ Consortium who are Central Govt./ State Govt. registered contractor and an affected Land Owners of Doyang Hydro Power Station, Doyang, District Wokha, Nagaland. In case of a Joint Venture/Consortium bidder, both the Lead Partner and Other Partner should be registered entities in India and both should also be an affected Land Owners of Doyang Hydro Power Station. The bidders (Individual/ Company/ Firm) or Partners of a Joint Venture/ Consortium has to compulsorily submit documents in support of being Affected Land Owner duly certified by concerned District Administration along with the Bid.

In addition, the bidders (Individual/ Company/ Firm) or Partners of a Joint Venture/ Consortium shall fulfill the relevant qualifying requirements as stipulated at Clause 6.2 & 6.3, along with submission of relevant supporting documents stipulated in this Clause 6.1(i), 6.1(ii), 6.1(iii), 6.1(iv) & 6.1(v).

- (ii) Provident Fund Registration number. Bidder should submit a copy of the EPF registration along with the Techno-commercial Bid, otherwise 25.69% (comprising of 12% labour wage + 12% employer's contribution + 1.69% administrative charge) on the labour wage will be deducted from the bill of the successful bidder and the same will be deposited in NEEPCO, EPF Trust.
- (iii) The bidders shall submit the copies of Registration Certificate for GST and PAN (Permanent Account Number) for Income Tax along with the Techno-commercial Bid.
- (iv) The Bidders shall be either 'Class-I local supplier' or 'Class-II local supplier' as defined in 'Public Procurement (Preference to Make in India), Order 2017, issued vide Order No. P-45021/2/2017-PP/BE-II dated 16-09-2020 of Department for Promotion of Industry and Internal Trade (Public Procurement Section), Ministry of Commerce and Industry, Government of India, read in conjunction with Order No. A-1/2021-FSC-Part(5) Dated 16-11-2021 of Ministry of Power, Government of India to participate in this bid.
- (v) For Bidders having relation with an entity incorporated, established or registered in a country which shares a land border with India, as defined in Order (Public Procurement No. 4) dated 23-02-2023 issued by Procurement Policy Division, Department of Expenditure, Ministry of Finance, Government of India, the provisions of this order shall apply.

### 6.2 Technical Qualifying Requirement:

The bidders (Individual/ Company/ Firm) or Joint Venture/ Consortium should have successfully completed similar nature of civil works for one of the following during the last 7(Seven) years, ending on the date in which this NIB is floated.

- (a) 1(one) similar work valued at **Rs. 2.38 Crore** or more,  
Or,
- (b) 2(two) similar works each valued at **Rs. 1.49 Crore** or more,  
Or,
- (c) 3(three) similar works each valued at **Rs. 1.19 Crore** or more.





**SIMILAR WORKS are defined as Civil works like Construction/ Repairing/ Maintenance of Roads etc. executed under State Govt./Central Govt./PSU.**

Documentary evidence in support of the above experience indicating details like scope of work; value of works executed; quantity of works executed; date of completion/substantial completion of the work; name & address including contact no., email address of the clients/employers/owners; proof of satisfactory completion/substantial completion of work shall be furnished along with the Techno-commercial bids for establishing eligibility in terms of the Qualifying Requirements. The documents should be in the form of copies of Work Order and Completion Certificate of Clients/Owners. Prior experience only under Central Govt./State Govt./PSU/Autonomous Bodies shall be considered for evaluation.

### 6.3 Financial Qualifying Requirement:

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

Average Annual Construction Turnover of the bidder in the best 3 (three) Financial Years out of the last 5(five) Financial years, ending 31<sup>st</sup> March, 2024, shall be atleast **Rs. 2.97 Crore**. Annual Turnover should be from general civil construction works as certified by Chartered Accountant with UDIN. 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 6 % per year.

#### ii) Working Capital:

The bidder should have working capital of not less than **Rs. 99.09 Lakhs**. Working Capital/Cash Flow amount shall be calculated by subtracting Current Liabilities (CL) from Current Assets (CA) i.e. (CA-CL) as per the audited balance sheet/ equivalent financial statements including profit and loss statement of the immediately preceding financial year. If audited financial statement for the immediate preceding financial year is not available, then the bidder shall submit these statements certified by a Chartered Accountant with UDIN.

#### iii) Net Worth:

Participating contractors should have positive "Net Worth" in at least 02 financial years out of the last 03 financial years, with the condition of positive Net Worth in immediately preceding financial year.

The Net Worth shall be calculated based on Subscribed and Paid-up Capital + Free Reserves + Unallocated balance surplus amount of Profit & Loss Account Less Loss in Profit and loss Account if not reduced from reserves".

#### iv) Bid Capacity:

The available Bid Capacity of the Bidder at the time of submission of Bid, calculated as under should not be less than **Rs. 2.97 Crore** (Rupees Two Point Nine Seven Crore).

Bid Capacity =  $(A \times N \times 2) - B$ , where,

A= Indexed value of maximum value of works executed (in an ongoing or completed project) in any one year during the last 5 years, keeping index of inflation as 6% (compounded annually) for calculating 'A' at present 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. Bidders shall calculate their Bid Capacity as per the stipulated formula and get it certified by the Chartered Accountant with UDIN (Unique Document Identification Number) and submit the same 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 31<sup>st</sup> March, 2024, along with current Solvency Certificate from their Bankers/ Financial Institutions should be furnished along with their bids for evaluating the above financial criteria. In case where the audited results of the preceding financial years





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are not available, certified financial statements from a practicing Chartered Accountant with UDIN will be also be considered acceptable.

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

#### 6.4 Joint Venture/ Consortium Bidders

Individual company/firm, who do not individually fulfil the qualifying requirements indicated above can form Joint-Venture/consortium for participation in the bidding process for the tendered Works. In the event of Joint-Venture/ Consortium, the role and responsibilities of each partner, the proposed participation share of each partner along with the items of work to be executed by each partner and name of lead partner, must clearly be indicated in the Joint-Venture/ Consortium Agreement. It shall also be brought out in the Joint Venture/Consortium agreement that in case the Contract is awarded to the Joint Venture/Consortium, each partner of the Joint Venture/Consortium shall be responsible for execution of that item of work for which he claims to have specific consultancy experience including other works within the scope of contract. In no case shall the Joint Venture/Consortium have more than 2(two) partners. One of the partners shall be nominated as lead partner with holding of more than 50%, and his authorisation shall be evidenced by submitting a Power of Attorney signed by legally authorized signatory(s) of the other partner(s). The lead partner shall be authorized by the Joint Venture/Consortium to operate the following:


- i) To submit bid.
- ii) To incur liabilities including payment of Earnest Money Deposit (EMD), Performance Bank Guarantee, etc.
- iii) To receive instructions for and on behalf of the Joint Venture/ Consortium and the entire execution of the Contract, including payments.

6.4.1 Bidders in the form of Joint Venture/ Consortium shall have a legally binding Agreement between the partners for joint and several responsibilities and should submit copies of such Agreements with the Bid. The detailed qualifying criteria of lead partner and other partner are as below:

- i) The lead partner of a Joint Venture/Consortium shall fully meet the following requirements:-
  - a) Holding in Joint Venture/Consortium of more than 50%.
  - b) General Qualifying requirement and Technical experience criteria specified in Clause 6.1 & 6.2 above.
  - c) Minimum Average Annual Turnover (MAAT) of not less than percentage participation share in Joint-Venture/Consortium (equal to holding in Joint Venture/Consortium) of that specified in Clause 6.3(i) above
  - d) Working Capital of not less than percentage participation share in Joint-Venture/Consortium (equal to holding in Joint Venture/Consortium) of that specified in Clause 6.3(ii) above.
- ii) The other partner of Joint Venture/Consortium shall individually meet the following requirements:-
  - a) Holding in Joint Venture/Consortium of minimum 20%.
  - b) General Qualifying requirement specified in Clause 6.1 above.
  - c) Minimum Average Annual Turnover (MAAT) of not less than percentage participation share in Joint-Venture/Consortium (equal to holding in Joint Venture/Consortium) of that specified in Clause 6.3(i) above.
  - d) Working Capital of not less than percentage participation share in Joint-Venture/Consortium (equal to holding in Joint Venture/Consortium) of that specified in Clause 6.3(ii) above.
- iii) All the partners of the Joint Venture/Consortium to individually fulfil the Net Worth criteria specified under Clause 6.3(iii) above.
- iv) Bid Capacity requirement shall be satisfied by individual partner of Joint Venture/Consortium in proportion to their participation share of works in Joint Venture/Consortium.
- v) Bidder participating as partner to one Joint Venture/Consortium is not allowed to participate as a partner of any other Joint Venture/Consortium. If any Firm/Company participates in more than one Joint-Venture/ Consortium and on standalone basis, all such bids participated by it will be rejected.





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Bidder, by itself or Joint Venture/Consortium shall collectively satisfy, as a whole, the requirements specified under Clause 6.1, 6.2 & 6.3, fulfilling the above conditions. Relevant experience of each partner shall be counted for the purpose of assessing experience of this Joint Venture/Consortium. However, parties claiming to have past experience by virtue of being a partner of Joint Venture/Consortium, while executing particular works in the past, shall also have to produce documentary evidence of their role and scope of work in the aforesaid Joint Venture/Consortium, which only shall be counted for the purpose of assessing experience of this Joint Venture/Consortium. For the portion of work executed through a Sub-Contractor, full experience for that portion of work can be claimed by the contractor as well as Sub-Contractor for fulfilling criteria for evaluation of Bidder's experience.

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. **This tender is conducted for procurement of works. Therefore, the benefits admissible to MSE bidders in terms of Public Procurement Policy (for MSEs)- 2012 including relaxation on Prior Experience, Prior Turnover Criteria, purchase preference etc. shall not apply.**
9. 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: **contract@neepco.co.in**. Bidders may contact DGM (C), C&P Deptt., NEEPCO Ltd., Shillong, at 9436306773, in regard to the instant NIB.

#### 10. Participation in Bids

##### 10.1 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.

##### 10.2 Registration for Participation in Bids:

- a) 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 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 Lastbornson Pynrope**

Rollout Support Engineer, GePNIC,

National Informatics Centre, Meghalaya State Centre, Shillong,





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Mobile No. 9774764136,

Email ID: l.pynrope29@gmail.com

### 10.3 BID FEE:

For participation in this tender, Bidders shall have to pay BID FEE (non-refundable) of **Rs. 5,900.00 (Rupees Five Thousand Nine Hundred Only) inclusive of 18% GST (SAC Code 9984) (NEEPCO Shillong GST NO.: 17AAACN9991J1ZT)**. Applicable bank charges shall be borne by the bidder.

The bidder shall make the **payment of Bid Fee only through "SB-COLLECT" of State Bank of India** as per procedures/steps elaborated in Clause No. 5(i) above.

**Payment of bid fee through other mode of payment like DD etc. shall not be accepted.**

During payment of bid fee through **"SB-COLLECT" of State Bank of India**, Bidders shall clearly indicate the NIB No. & Date against which the bid fee is paid.

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

### 12. SUBMISSION AND OPENING OF BIDS:

12.1 Bidders shall prepare and submit their bids online in <https://etenders.gov.in> as per timeline mentioned in Clause 13 below. Submission of online bids is mandatory for consideration of the bids by NEEPCO.

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

- Payment receipt of Bid Fee deposited through SB-Collect of State Bank of India.
- Earnest Money Deposit (EMD) in the form of Demand Draft or Bank Guarantee as per format provided in Form-C: Tender Forms and Data Sheets, Part-7 of the Bid Document (In original) or payment receipt, if EMD amount is made through SB-Collect of State Bank of India.
- Power of Attorney (as per format provided at Form-D, Part-7, Tender Forms & Data Sheets of Bid Document), in original.

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. 445 Dated 24.07.2024 for "Construction and Laying of New Road surface with Interlocking Concrete Paver block from Gate No. 2 to Church Junction, Church Junction to WTP and Permanent Colony, at DHPS, Doyang, Nagaland"** at the following address within the scheduled date and time mentioned below.

Chief General Manager (E/M),  
i/c Contracts & Procurement Department,  
NEEPCO Ltd., Brookland Compound, Lower New Colony,  
Shillong – 793 003, Meghalaya, India  
E-mail: [contract@neepco.co.in](mailto:contract@neepco.co.in)

### 13. Tender timeline:

a)	Date of commencement of downloading of Bid Document from <a href="https://etenders.gov.in">https://etenders.gov.in</a>	W.e.f. 11:00 Hours of 25.07.2024
b)	End date and time for downloading of Bid Document	Upto 14:00 Hours of 21.08.2024
c)	Last date & time of receipt of bid queries from prospective bidders	Upto 14:00 Hours of 07.08.2024
d)	Last date & time for submission of online bids	Upto 14:00 Hours of 21.08.2024
e)	Last date & time for receipt of offline documents to be submitted as per bid conditions	Upto 17:00 Hours of 28.08.2024





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f)	Date & time for opening of Techno-Commercial bids online	At 14:00 Hours on 22.08.2024
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 Bids 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.

14. Bidders are requested to visit <https://etenders.gov.in> and NEEPCO website [www.neepco.co.in](http://www.neepco.co.in), regularly for any subsequent notice of Clarification/Amendment/Corrigendum to this Notice Inviting Bid.
15. 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.

  
**Chief General Manager (E/M)**  
**i/c Contracts & Procurement**