नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉरपोरेशन लिमिटेड
(भारत सरकार का उद्यम)
NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED
(A Government of India Enterprise)
Office of the Executive Director, Contracts & Procurement
Brookland Compound, Lower New Colony, Shillong-793 003, Meghalaya, India
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Website: www.neepco.co.in; CIN – U40101ML1976GOI001658

ISO: 9001, 14001, & OHSAS: 18001

NIB NO. 270 DATED 05.03.2018

SECTION-I

NOTICE INVITING BIDS

1. M/s Oriental Insurance Co. Ltd., Pulin Bhawan, 1, Keating Road, Shillong-793001.
2. M/s United India Insurance Co. Ltd., Laitumkhrah Main Road, Shillong-793003.
3. M/s National Insurance Co. Ltd., Morellow Building, Kachari Road, Shillong-793001.
4. M/s New India Assurance Co. Ltd., Lower Lachumiere, Opp. Bawari Mansion (2nd Floor), Dhankheti, Shillong-793001.
5. M/s ICICI Lombard General Insurance Co. Ltd., 3rd Floor, Madhab Tower, (Amway Building), Rukminigaon, G.S. Road, Guwahati -781022.
6. M/s Tata AIG General Ins. Co. Ltd., Mayur Garden, 3rd Floor Opp. HDFC Bank, ABC, G.S. Road, Guwahati-781005.
7. M/s Bajaj Allianz General Insurance Co. Ltd., Sreeji Tower, 3rd Floor, C/o Guwahati Tea Ware Housing Pvt. Ltd., Adjacent to Mahindra Showroom, Christian Basti, G.S. Road, Guwahati-781005.
8. M/s Cholamandalam MS General Insurance Co. Ltd., "Dare House" 2nd Floor, New No.2 (Old No. 234), N.S.C Bose Road, Chennai – 600001.
9. M/s IFFCO TOKIO General Insurance Co. Ltd. FAI Building, 2nd Floor, 10, Shaheed Jeet Singh Marg, Qutub Institutional Area, New Delhi – 110067.
10. M/s Reliance General Insurance Co. Ltd., Dihang Arcade, 4th Floor, G.S. Road, ABC, Guwahati-781005.
11. M/s Royal Sundaram Alliance Insurance Co. Ltd., Rider House, Ground Floor, Plot No. 136, Sector 44, Gurgaon- 122022.
12. M/s Future Generali India Insurance Company Ltd., Indiabulls Finance Centre, Tower 3, 6th Floor, Senapati Bapat Marg, Elphinstone, Mumbai, Maharashtra, 400 013.
13. M/s Universal Sompo General Insurance Co. Ltd., Unit 1, Comm B, 1st Floor, Adams Plaza, Christian Basti, Guwahati-781005.
14. M/s Shriram General Insurance Company Ltd., 1001, GF, Arya Samaj Road, Naiwala, Karol Bagh, New Delhi - 110005.
15. M/s HDFC ERGO General Insurance Company Ltd., Ground Floor, EROS Corporate Tower, Nehru Place, New Delhi - 110019.
16. M/s Bharti AXA General Insurance Company Ltd., 510 Amaze Shopping Mall, 5th Floor, Vishal Mega Mart, AT Road, Guwahati-781001.
17. M/s Raheja QBE General Insurance Company Ltd., "Windsor House", 5th Floor, CST Road, Kalina, Santa Cruz East, Mumbai-400098.
18. M/s SBI General Insurance Co. Ltd., Lakshmi Darshan Building, 2nd Floor, Opp. Bora Service, G.S. Road, Ulubari, Guwahati-781007.
19. M/s Magma HDI General Insurance Company Limited, 9, East of Kailash, Sant Nagar, New Delhi 110065.
20. M/s Liberty Videocon General Insurance Company Limited, 2nd Floor, Alps Building, 56 Janpath, Connaught Place, New Delhi – 110001.

Sub: Limited Tender for "Renewal of Insurance Policy for the Assets of NEEPCO Coordination Office, Bhikaji Cama Place, New Delhi for a period of 1(one) year w.e.f. 00:00:00 Hours of 21.04.2018".

Dear Sir(s),

The NORTH EASTERN ELECTRIC POWER CORPORATION LIMITED intends to invite limited tender for Renewal of Insurance Policy for the Assets of NEEPCO Coordination Office, Bhikaji Cama Place, New Delhi from the above mentioned IRDA registered insurer.

The Insurance Policy for the Assets of NEEPCO Coordination Office, Bhikaji Cama Place, New Delhi is due for renewal with effect from 00:00:00 Hours of 21.04.2018.

Interested Bidders may download the bid document from e-tendering portal **https://neepco.abcprocure.com** with effect from 06.03.2018 on payment of Bidder Registration fee as given below.

1. 1. Participation in Bids

1.1 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 NIB.

1.2 Portal Registration fee: The fees for Bidder Registration in the portal is Rs. 3,000.00 (Rupees three thousand) only per year (Non-refundable).

1.3 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.onlinesbi.com/prelogin/institutiontypedisplay.htm** on any internet browser.

Step-2: State Bank Collect page will appear.

Select "**ALL India**" for "**State of Corporate/Institution**".

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:

i) Under **Name of Payer**: The Bidder is to fill up his Name and Address.

ii) Under **Short Details of Payment**: The Bidder shall indicate **Registration Fee**.

iii) **Under Type of PAYER:** The Bidder is to select VENDOR OR CONSULTANT whichever is applicable.

iv) **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.

v) **Under Payment amount:** The bidder is to fill up **the amount i.e. 3000.**

vi) Subsequent information for Name, Date of Birth/Incorporation, Mobile Numbers are to be filled as required.

vii) Fill Captcha.

viii) 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 receipts may also be generated from Reports - i.e. SB Collect (Request Report/ Download Report).

This system generated receipt for Registration fee shall be downloaded and send it to the Contracts & Procurement Department, NEEPCO, Shillong at e-mail ID: contract_neepco@yahoo.com to advice the service provider for approval of the Bidders' registration.

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

Step-9: The bidder 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. +91-7940016848/ 38/ 21/ 18
Mobile No. +91-9099090830
E-mail: himalay@abcprocure.com, 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 bidder profile activation.

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

1.4 For any clarification related to terms and conditions of Bid Document, bidders are requested to forward e-mail clearly stating their queries to tendering authority at e-mail id: contract_neepco@yahoo.com.

1.5 For any clarification related to procedure for bid submission, online furnishing of clarification in e-procurement portal etc., bidders may contact e-Procurement Technologies Ltd. (Service Provider) having the following contact details:

e-Procurement Technologies Ltd
A - 201-208, Wall Street – 2,
Opposite Orient Club
Near Gujarat College, Ellis Bridge
Ahmedabad - 380015.
Gujarat, India
Tel : +91-79-40270564/ 563/ 555/ 507/509/ 548, **Fax**: +91-79 40016 876
Cell: +91-9265562825/ 9374519729/ 9374519754 / 9377988119 /
E-mail ID: support.neepco@eptl.in, rahul.dixit@eptl.in, pankesh@eptl.in
support@abcprocure.com.

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 Bidder Registration, if any.

2. Submission and Opening of Bids

2.1 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.

2.2 Bidders may view the tender opening results in **https://neepco.abcprocure.com** by marking their presence for online tender opening.

2.3 Reverse Auction:

The Purchaser 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. The business Rules and General Terms and Conditions for Reverse Auction is given in Section-VI of Bid Document.

3. Important Dates & Bid Validity:

(a) Date of commencement of downloading of bid document from the portal **https://neepco.abcprocure.com**: **w.e.f. 11:00 Hours on 06.03.2018**.

(b) End date & time for downloading of bid document: **11:00 Hours on 20.03.2018**.

(c) Last date & time for receipt of online bids: **Upto 12:00 Hours on 20.03.2018**.

(d) Date & time for opening of bids online: **At 14:00 Hours onwards on 20.03.2018**.

(e) **Bid validity**: 60 (Sixty) days from the date of opening of Bids.

In the event the date at serial (d) above is declared as a closed holiday for NEEPCO then opening of Bids will stand postponed to the following working day at the appointed times.

4. 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.

5. The bidders are requested to adhere to the following:

i) Obtain individual Organization Digital Signature Certificate (DSC or DC) well in advance of tender submission deadline on Electronic Tendering System (ETS).

ii) Register your organization on ETS well in advance to comply with the stipulated tender timeline.

iii) Get your organization's concerned executives trained on ETS well in advance to comply with the stipulated tender timeline.

iv) 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.

6. 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.

Yours sincerely,

5/3/18

General Manager(C)
i/c Contracts & Procurement