

ISO: 9001, 14001,  
& 45001
 नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन 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  
 Ph: 0364-2227784, E-mail: contract\_neepco@yahoo.com,  
 Website: www.neepco.co.in; CIN – U40101ML1976GOI001658
**NIB NO. 420 DATED 29.04.2022****SECTION-I****NOTICE INVITING BIDS**

1. North Eastern Electric Power Corporation Limited, a leading Miniratna Category-I Public Sector Enterprise under the Ministry of Power, Government of India, invites online tender at e-procurement portal <https://etenders.gov.in> under Single-Stage Two-Envelope bidding process through Domestic Competitive Bidding (DCB) route from the IRDAI registered Non-life Insurers for **Renewal of Standard Fire & Special Perils/ Bharat Laghu Udyam Suraksha Insurance policy for the Assets of NEEPCO H.Q. Complex, Shillong, Corporate Affairs Office, New Delhi and Coordination Office, Kolkata for a period of 1(one) year w.e.f. 00:00:00 Hours of 21.06.2022**, with a validity of 90 (ninety) days from the date of opening of Techno-Commercial bids.

**2. 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 all the Bidding Forms, Form F-1 to Form F-11 as stipulated at Section-VI (Part-A) of bid document in support of Techno-Commercial Bid.

**Price Bid (Envelope No. 2):**

Shall contain Price Bid Forms, Form-A: Price Schedule and Form-B: Break up of Premium as stipulated at Section-VI (Part-B) of bid document. Price Bids of only those Bidders who qualify in Techno-Commercial evaluation shall be opened.

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**3. Qualifying Requirements:**

The bidder who meets the following Qualifying criteria shall participate in the tender.

**3.1 General Qualifying Criteria:**

Sl. No.	Criteria	Documents Required
1.	The Bidder should be IRDAI registered Non-life Insurers and should be in General Insurance Business at least for the last three financial years.	i) Receipt of Annual Fee paid to IRDAI for the FY 2022-23. ii) Relevant page of the Annual Report indicating operating income from General Insurance Business for last three financial years i.e. FY 2018-19, 2019-20 & 2020-21 duly certified by Authorized Representative of the Bidder.

**3.2 Financial Qualifying Criteria:**

Sl. No.	Criteria	Documents Required
1.	The participating insurance companies/bidders shall meet the required Solvency Ratio as prescribed by the IRDAI and submit an undertaking to that effect indicating their Solvency Ratio along with supporting documents.	<p>The bidder shall submit the <b>Form F-9: Undertaking on Solvency Ratio</b> at Section-VI (Part-A), along with relevant documents in support of their undertaking on Solvency Ratio.</p> <p><b>Note:</b> In case the Minimum Solvency Ratio is less than 150% (or 1.5 times), the copy of Financial Plan submitted by the bidder to IRDAI along with copy of IRDAI acceptance to such plan, shall have to be submitted along with the Techno-Commercial bid.</p>

The bidder shall submit the required relevant documents in support of their fulfilment of above **General and Financial Qualifying Criteria in the Techno-Commercial Bid (Envelope-1) under Form F-11, Section-VI (Part-A) of the Bid document.**

**4 Registration for Participation in Bids**

- 4.1 Bidders are required to enrol 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.**
- 4.2 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 4.3 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.
- 4.4 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.
- 4.5 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.
- 4.6 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

Mr Akash Thadani  
Senior Rollout Manager, GePNIC,  
National Informatics Centre, Shillong  
Mobile No. 08787522181  
Email Id: akashthadani1@gmail.com

**5 Submission and Opening of Bids**

- 5.1 Bidders shall prepare and submit their bids online in e-Procurement portal <https://etenders.gov.in>. Online bidding forms will be available in the above website. Submission of online bids is mandatory for consideration of the bids by NEEPCO.



- 5.2 The bidder shall refer to the Instruction for online bid submission given at Section-II, Instruction to Bidders of the bid document.
- 5.3 The bids shall be opened at the date & time mentioned at Clause 7 below.

**6. E-Reverse Auction:**

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, excluding the Highest (H1) bidder. The date and timing for the Reverse Auction shall be conveyed to the Techno-Commercially qualified bidders. There will be no participation fees for Reverse Auction. The Instruction for Bidders for e-RA is given at Section-VIII of the Bid Document.

**7. Important Dates & Bid Validity:**

- (a) Date of commencement of downloading of bid document from the portal <https://etenders.gov.in>: **w.e.f. 11:00 Hours on 30.04.2022.**
- (b) Last date of receipt of bid queries: **14:00 Hours on 13.05.2022. Any queries received after expiry of last date of receipt of bid queries shall not be entertained by NEEPCO.**
- (c) End date & time for downloading of bid document: **14:00 Hours on 27.05.2022.**
- (d) Last date & time for receipt of online bids: **Upto 14:00 Hours on 27.05.2022.**
- (e) Date & time for opening of Techno-Commercial bids online: **At 14:00 Hours onwards on 30.05.2022.**
- (f) Date & time for opening of Price bids online: Date & time shall be intimated separately to those Techno-Commercially qualified bidders.
- (g) **Bid validity:** 90 (Ninety) days from the date of opening of techno-commercial Bids.

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

8. Bidders are requested to visit e-Procurement portal <https://etenders.gov.in> and NEEPCO website <http://www.neepco.co.in> regularly for any Corrigendum/Addendum/Modification/Clarification of the bid document.
9. **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](mailto:contract_neepco@yahoo.com) on or before the date indicated at Clause 7(b) above.**
10. 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 bidders, nor does it have any obligation to inform the bidders of the ground for the action of NEEPCO.

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






**NOT IN ORIGINAL**

Dated 29.04.2022.

Memo No. NEEPCO/QP/ED/C&P/F/C/HQ/389/2022-23/ **232-242**

Copy to:

- 1) Chairman and Managing Director, NEEPCO, Shillong, for favour of kind information please.
- 2) Director (Technical), NEEPCO, Shillong, for favour of kind information please.
- 3) Director (Finance), NEEPCO, Shillong, for favour of kind information please.
- 4) Chief General Manager (Finance), IC&A, NEEPCO, Shillong, for kind information please.
- 5) Chief General Manager (Finance), Concurrence Cell, NEEPCO, Shillong, for kind information please.
- 6) HOP, Township & Estate Division, NEEPCO, Shillong, for kind information please.
- 7) HOD, Corporate Affairs, NEEPCO, New Delhi, for kind information please.
- 8) General Manager (IT), NEEPCO, Shillong, for kind information with a request to upload this SNIB at NEEPCO's website.
- 9) Coordinator, Kolkata Office, NEEPCO, Kolkata, for information please.
- 10) Hindi Officer, NEEPCO, Shillong, for translating the NIB to Hindi. He is also requested to forward the Hindi version of the NIB to IT Wing, Shillong, for uploading at NEEPCO's website (Hindi version), with an intimation to this Office.
- 11) Notice Board.

  
29/04/2022  
**Chief General Manager (C), i/c C&P**

