



नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड

North Eastern Electric Power Corporation Limited

भारत सरकार का उद्यम (A Govt. of India Enterprises)

एनटीपीसी लिमिटेड की पूर्ण स्वामित्व वाली सहायक कंपनी A wholly owned subsidiary of NTPC Ltd.

सूचना तकनीकी विभाग :: INFORMATION TECHNOLOGY DEPARTMENT

पैन्योर लोअर जल विद्युत केन्द्र :: PANYOR LOWER HYDRO POWER STATION

पो.ऑ. : याजली :: P.O. : YAZALI

अरुणाचल प्रदेश- ७९१११९ :: ARUNACHAL PRADESH-791119

PH. No. 9402698700

e-mail : millokajing@neepco.co.in

No: NEEPCO/PLHPS/IT/ IT-09/2024-25/ 119-123

Dated: 31/01/2025

NIT No. PLHPS/IT/01/2024-25

Dated 31.01.2025

Subject: Notice Inviting Tender (NIT) for "Providing assistance to works of various wings of PLHPS through engagement of labour on job contract basis."

Dear Sir(s),

Sealed bids under Single Stage Two Envelope system of bidding with validity of 180 (One hundred Eighty) days are hereby invited by the undersigned on behalf of Panyor Lower Hydro Power Station, North Eastern Electric Power Cooperation Ltd, for "Providing assistance to works of various wings through engagement of labour on job contracts basis" from amongst **the Registered Contractors only of Panyor Lower Power Hydro Power Station**. The details terms and conditions of the NIT are indicated in the table below:

Sl. No.	Job description	Quantity (In Nos.)	Period	EMD (in Rs.)	Bid Fee (in Rs.)	Bid Validity
1	Providing assistance through engagement of labour on 'Job-Contact basis' in PLHPS	Total nos. of Labour = 04 Skilled Labour).	01.04.2025 to 31.03.2026	41,000.00	1,000.00	180(One Hundred Eighty) Days

1. SCOPE OF THE WORK: -The Work under this contract shall consists of providing of Labourers in the various wings of Panyor Lower Hydro Power Station on job contract basis. The Details scope of the work is defined as follows:

- Engagement of 2 Nos. Skilled labourer for the day to day maintenance of IT Systems of NEEPCO 43KM and Dikrong Power House Hoj, under IT Department of PLHPS.
- Engagement of 02 Nos. Skilled labourer for maintenance work of office of US&W Wing, PLHPS.

The Contractor shall ensure the supply of the manpower is made as per the defined category and no change in the type of manpower shall be allowed during the period of contract. The Contractor shall also ensure that the labour provided suffices the requirement of the wings as mentioned above.

Corporate Office: Brookland Compound, Lower New Colony, Shillong – 793 003.

Website: www.neepco.co.in, CIN : U40101ML1976GOI001658.

2. **DOCUMENTS REQUIRED:**

2.1 Technical: The bidders shall fulfil the requirements as stipulated below and furnish the relevant documents in support of the requirement along with the bid document submitted. The documents submitted in support of the credential should be valid till the opening of the Bid as specified in the Tender.

- (i) The bidder should be a registered contractor of PLHPS and a copy of the valid registration certificate as on the date of issue of NIT shall be submitted.
- (ii) A copy of the Trade License of the firm valid on the date of issue of NIT shall be submitted as the credential of the firm.
- (iii) The Bidder must possess experience of executing similar works in this plant and provide documentary evidence in the form of Order executed. The Bidder must submit experience in the manner as defined below:
 - a. A single order of not less Rs 20.00 Lacs executed by the firm in the last 03(three) years and the bidder shall submit the copy of the said supply order. Or
 - b. Two orders of not less than Rs 15.00 lacs each executed by the firm in the last 03(three) years and the bidder shall submit the copies of the largest supply orders or.
 - c. Three orders of not less than Rs 10.00 Lacs each executed by the firm in the last 03(three) years and the bidders shall submit the copies of the largest supply orders.
- (iv) Copies of the GST registration, EPF registration & PAN number
- (v) DETAILS OF THE LABOURERS PROPOSED TO BE ENGAGED ALONG WITH THEIR PROOF OF INDENTITY, ADDRESS PROOF & QUALIFICATION DETAILS
- (vi) Details of the Bank Account No (along with IFSC code) number should be submitted along with the Bid.

2.2 Authenticated documentary evidence in support of qualifying requirements, as mentioned under Serial No. 2.1 shall be submitted along with the containing Techno-Commercial bid under Envelope – I, along with EMD. Bids submitted without fulfilling the qualifying requirements shall be rejected.

2.3 The **price Bid** shall be submitted separately under Envelope – II marked as Price Bid.

- 3. The above requirements are minimum, and the Corporation reserves the right to request for any additional information and also reserves the right to reject the proposal of any bidder if, in the opinion of owner, the qualification data furnished by the bidder is incomplete or the bidder is found to be not qualified to perform the supply satisfactorily. Notwithstanding anything stated above, the Corporation reserves the right to assess bidders' capability and capacity to perform the supply, should the circumstances warrant such an assessment, in the overall interest of the Owner.
- 4. Each bidder shall submit only 1 (one) bid, against each NIT. A bidder who submits or participates in more than 1 (one) bid in each NIT will be disqualified

5. RATE PER UNIT BASIS:

- 1.1 Bidders shall quote their rates against respective item specified in the prescribed format given under **Section IV** of the Bid Document
- 1.2 **The rate of engagement of labour, for the scope of work shall be “FIRM” till completion of contract. No escalation of the same will be admissible.**
- 1.3 **However, the rate of engagement of labour shall not be less than the minimum daily wages to be paid to the labour as notified by Govt of India.**
- 1.4 **Taxes, Duties & Levies:** The quoted rate for the period as defined in the Price Bid shall be inclusive of all Taxes and duties as admissible which shall be indicated in the space of the prescribed format given in price bid.
- 1.5 Bidders are to quote unit rates in figures and words for the items indicated in **Section IV** of Bid document. The Bid amount shall be legibly written in English in ink, in Indian currency both in figures and words. In case of any discrepancy between figures and words, the rates in words will govern and considered for evaluation and subsequent issue of work order. In case of discrepancy between unit rate and the total amount, the unit rate will prevail, and the amount will be corrected accordingly during evaluation
- 1.6 If the Bidder does not accept the corrections made as above, his Bid will be rejected and the EMD submitted will be forfeited. Erasing, over writing, changes and cuttings shall be initialled by the Bidder.
6. **Period of Contract:** The engagement of the labours shall be done for a period of 01 (One) year with effect from 1st April 2025 till 31st March 2026.

7. Exemption for MSME's:

- (a) Exemption for MSME's shall be applicable under the Govt. of India norms under PPC guidelines.
- (b) Also, the Price preference as applicable to MSME's as per govt. of India Norms, during evaluation of the Bid shall be applicable. A copy of the MSME's registration is to be submitted along with Techno-Commercial Bid. The criteria for qualifying as a MSME unit shall be governed as per GOI Gazette notification dtd 1st June 2020.

8. Bids Fees and EMD

8.1 Bid Fees

- a) Bidder shall make payment of non-refundable Bid fees of amount Rs 1000.00(Rupees One Thousand) only inclusive of GST @18% online through “SBI Collect” details of which is given below. Further Documentary evidence of the Bid Fees paid shall accompany the Request letter made by the contractor for issue of Bid Documents. The invoice against the Bid Fee shall be submitted to the bidder after opening of the Tender.
- b) **Bids received without Cost of Bid Documents unless exempted shall be rejected.**
- c) Please ensure that payments of Bid Fee are made under “RHEP PARTIES” only in SB Collect.
- d) Payment of Bid fee in any other mode will not be accepted.

Steps for SB collect.

STEP-1	Open https://www.onlinesbi.com
STEP-2	Click on SB collect
STEP-3	Click on accept terms & condition and then click on "proceed" to continue
STEP-4	Click "Arunachal Pradesh" in drop down menu. Thereafter select "PSU- public sector undertaking" then click on "GO"
STEP-5	Select "NORTH EASTERN ELECTRIC POWER CORPORATION "and click on submit
STEP-6	Select "RHEP-PARTIES" in the drop-down menu
STEP-7	Fill up the details (a) Name (b) In short details write Tender Cost/EMD, NIT no. (As applicable) (c) Choose Vendor Click on "submit to continue.
STEP-8	This screen shall lead to a payment gateway from where SBI and other banks, DEBIT/CREDIT card and wallet etc. may be chosen by the Vendor.
STEP-9	After completion of the process, a copy of the payment e-receipt may be taken and to be uploaded in the Tender cost attachment of the online bid/ attach to Bid document in offline bid.

8.2 Earnest Money Deposit:

- a) Bidder shall make payment of refundable EMD of amount Rs. 41,000/- (Rupees Forty-One thousand) only online through "SBI Collect" details of which is given in the section Instruction to Bidder at Sl. No. 6. A Copy of payment e-receipt to be submitted along with the Technical Bid Filing which the bid shall not be considered.
- b) **Bids received without EMD unless exempted shall be rejected.**
- c) Please ensure that payment of EMD is made under "RHEP PARTIES" only in SBI Collect. Payment of EMD in any other mode will not be accepted.

9. Issue of Tender Document

- (a) Non-transferable Bid documents can be obtained by the bidders on submission of written application to the undersigned indicating the NIT No.
- (b) The Bid Document shall be obtained from the office of Sr. Manager (IT), PLHPS, Yazali, Arunachal Pradesh, on working days *w.e.f. 31/01/2025 from 10:00 Hrs to 17:00 Hrs* after receipt of request letter from the contractor along with proof of the Bid Fee made under SBI Collect.

10. Bidders/Bidders are advised to study the Bid document carefully before submitting the Bid form. It will be presumed that the Bidder /bidder have considered and accepted all the terms and conditions of this Bid. No enquiry, what so ever verbal or written shall be entertained in respect of acceptance/rejection of the Bid.
11. A prospective bidder, requiring any clarification of the bid documents may notify the undersigned in writing directly to the undersigned indicated in the invitation of bids. The undersigned may respond in writing to any request for clarification of the bid documents, which may need clarification and only if the same is received not later than the last date specified for clarification on bid document.
12. In the event of the date specified for bid receipt and opening being declared as a closed holiday for Purchaser's Office, the due date for submission of bids and opening of bids will be the following working day at the appointed times.
13. For any clarification related to the tender, bidders are requested to contact:- Sr Manager (IT), O/O IT Department, PLHPS, NEEPCO, 43km Yazali, Dist: L.Subansiri, A.P. – 791119, Mobile no: 09402698700, e-mail ID: millokojing@neepco.co.in
14. Rejection of Bid Documents: Incomplete submission of document or submission of non-valid documents as stipulated in the clause no 2 above will lead to cancellation of the tender.
15. The Owner reserves the right to reject any or all bids, or to annul the bidding process and reject all the bids 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 such action on the part of the owner. Under such circumstances, the EMD submitted will be returned to the respective bidders.

16. IMPORTANT DATES:

Event	Time & Time
Issue of Bid Documents	On all working days w.e.f. 31/01/2025 from 10:00 Hrs to 17:00 Hrs from the O/o IT Department, Panyor Lower HPS, NEEPCO, Yazali, A. P
Last date for receipt of clarification on bid document	Up to 17.00 Hrs of 25/02/2025.
Last date & time for receipt of bids:	Up to 13:00 Hrs of 28/02/2025 in the Office of the IT. Deptt., Panyor Lower HPS, NEEPCO, Yazali, A. P.
Date & time for opening of bids:	At 15:30 Hrs on 28/02/2025 in the Office of the IT. Deptt., Panyor Lower HPS, NEEPCO, Yazali, A. P.

Yours faithfully,

(Handwritten signature and date 28/02/2025)

मिलो कोजीङ / MILLO KOJING

वरिष्ठ प्रबंधक (आईटी) / SENIOR MANAGER (IT)

पैन्योर लोअर हाइड्रो पावर स्टेशन, नीपको लिमिटेड

PANYOR LOWER HYDRO POWER STATION, NEEPCO Limited

पो.ऑ: याजली, अ.प्र- ७९१११९ / P.O: YAZALI, A.P-791119

संपर्क नंबर: 9402698700 / Contact Number: ९४०२६९८७००

Memo No: NEEPCO/PLHPS/IT/IT-09-STAFF and Skilled Labour/

Dated: 31/01/2025

Copy to: -

- (i) The Head of Power Station, PLHPS for favour of kind information please. This has reference to the approval given vide FLM Note id: 008 Dt: 25/01/2025.
- (ii) The Sr. Manager (F&A), PLHPS, NEEPCO, Yazali, for kind information and necessary action please. He is requested to depute a representative at the time of opening of the tender.
- (iii) The Dy. General Manager (C), Vigilance, PLHPS for kind information please.
- (iv) The Sr. Manager (E/M), US&W, PLHPS for kind information please.

मिलो कोजीङ / MILLO KOJING

वरिष्ठ प्रबंधक (आईटी) / SENIOR MANAGER (IT)

पैन्योर लोअर हाइड्रो पावर स्टेशन, नीपको लिमिटेड

PANYOR LOWER HYDRO POWER STATION, NEEPCO Limited

पो.ऑ: याजली, अ.प्र- ७९१११९ / P.O: YAZALI, A.P-791119

संपर्क नंबर: 9402698700 / Contact Number: ९४०२९८७००