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OHSAS 18001



नॉर्थ ईस्टर्न इलेक्ट्रिक पॉवर कॉर्पोरेशन लिमिटेड  
(भारत सरकार का उद्यम)

**NORTH EASTERN ELECTRIC POWER CORPORATION LTD  
(A GOVT. OF INDIA ENTERPRISE)**

**OFFICE OF THE EXECUTIVE DIRECTOR (CONTRACTS & PROCUREMENT)  
BROOKLAND COMPOUND::LOWER NEW COLONY  
SHILLONG-793003, MEGHALAYA  
CIN:U40101ML1976GOI001658**

Website: <http://www.neepco.co.in> E mail: [contract@neepco.co.in](mailto:contract@neepco.co.in) Fax: 91 364 2222928/2222578

## **DETAILED NOTICE INVITING BID**

(Domestic Competitive Bidding)  
(e-Tender)

NIB No. 232 DATED 24.03.2017

The North Eastern Electric Power Corporation Limited (NEEPCO), a Public Sector Enterprise under the Ministry of Power, Government of India invites Single-Stage Two Envelope Bids through online bidding system from eligible bidders for Supply and delivery of Kaspersky Antivirus Licenses with following details.

<b>Particulars</b>	<b>Quantity</b>	<b>Value of Earnest Money (EMD)</b>	<b>Bid validity</b>	<b>Cost of Bid Document (Bid Fee)</b>
Supply & delivery of Kaspersky Antivirus Licenses ( Kaspersky Endpoint Security for Business-Select)	1400 Nos	Rs. 20,000.00 (Rupees Twenty Thousand Only)	120 (One Hundred Twenty) days	Rs. 1000.00 (Rupees One Thousand only)

### **1. Technical Qualifying Requirements:**

- 1.1 The bidder should be the Original Equipment Manufacturer (OEM) i.e. M/s Kaspersky Lab. or Authorized Partner / Reseller/ Dealer of the OEM, who must have successfully executed at least 1 (one) order for supply & installation of antivirus licenses for minimum 100 users or above at a time in any State/Central Government Department, or State/Central PSU or in any State/Central Government Educational Institution/University in India during last 5(five) years prior to the date of opening of the bid.

The bidder should furnish copies of detailed orders and also performance certificates from the customers, which should indicate the dates of award of the work and also indicate that the work is executed to the satisfaction of the customer.

- 1.2 In case of being Authorized Partner / Reseller/ Dealer of the OEM, the bidder should furnish latest Authorization Certificate from the OEM addressed to NEEPCO mentioning the NIB number.
- 1.3 The bidder shall not have been blacklisted by any Government / Government agency in India. Self-declaration to that effect should be submitted along with the technical bid.

### **2. Financial Qualifying Requirement**

- (i) **Minimum Average Annual Turnover ( MAAT)**

MAAT in the best 3(three) financial years out of the last 5(five) financial years, ending 31st March of the previous financial year, should not be less than Rs.20.00 Lakhs (Rupees Twenty Lakhs Only).

3. Copies of Audited Balance Sheet & Profit and Loss account for the last 3(three) financial years certified by a Chartered Accountant indicating the Annual financial turnover and latest Banker's Certificate in support of solvency shall be furnished along with latest valid VAT Registration Certificate/number, the latest valid Sales Tax Clearance certificate, CST Registration & Copy of PAN.
4. Interested bidders who fulfill the qualifying requirements as mentioned at Sl. No. 1 and Sl. No. 2 above, may download the bid document from <https://neepco.abcprocure.com> on registration in the e-portal and submission of bid fee as given under Clause 5 below.

## 5. Participation in Bids:

### 5.1 Portal Registration:

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 shall be valid for one year from the date of registration. 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 in the e-tendering system is valid till the completion of the entire bidding process of the relevant NIB.

### 5.2 Bidder registration fee:

The fees for Bidder Registration in the portal is Rs. 3000.00 (Rupees three thousand) only per year (Non refundable).

### 5.3 The procedures for registration in the e-tendering portal are as under.

Step-1: Visit the e-tendering portal <https://neepco.abcprocure.com>

Step-2: Click on new *Register* and submit the online Form for company /bidder details required.

Already registered bidder having a valid registration may directly **log-in to** the e-tendering portal.

Step-3: 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 & Digital Certificate related information, the bidders may contact the Service Provider at:

E-Procurement Technologies Limited (ETL)

Mr. Himalaya Vaishnav

Phone No. +91-79-40016866/38/21/18

Mobile No. +91-9099090830

Email [info@abcprocure.com](mailto:info@abcprocure.com)

Step-4: Payment for bidder registration in the e-tendering portal:

Bidders shall make payment of non-refundable Bidder registration fee of Rs. 3000.00 (Rupees Three thousand only) in the following account.

Name of account : E Procurement Account, NEEPCO Ltd.,

Account No : 913020005982636, Axis Bank, Shillong.

IFS Code : UTIB0000270

Step-5: After payment of bidder registration fee, the scanned copy of payment receipt should be sent along with the bidder's details at email id: [contract.neepco@yahoo.com](mailto:contract.neepco@yahoo.com) to advise the service provider for approval of the Bidder.

Step-6: 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.

5.4 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 on-line Bidder Registration, if any.

### 5.5 BID FEE

Bidders shall have to make BID FEE (non-refundable) of Rs. 1000.00 (Rupees One Thousand) only for participation in this instant NIB. The bidder shall make the payment in the following account and proof of payment shall be submitted with the techno-commercial bid.

Name of account : E Procurement Account, NEEPCO Ltd.,  
Account No : 913020005982636, Axis Bank, Shillong.  
IFS Code : UTIB0000270

During payment of bid fee, Bidders shall clearly indicate the NIB No. against which the bid fee is paid.

5.6 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), [contract@neepco.co.in](mailto:contract@neepco.co.in). Bidder may contact in regard to the instant NIB at 0364-2503346.

5.7 For any clarification related to procedure for bid submission, online furnishing of clarification in e-procurement portal etc, bidders may contact:-

#### **E-Procurement Technologies Limited (ETL)**

A - 201-208, Wall Street - II / Opp. Orient Club  
Nr. Gujarat College / Ellis bridge, Ahmedabad - 380015.  
Gujarat, India  
Tel: +91-79-400168 52/65/79/16/37/14/86/67/35  
Cell: +91-93745 19729 | +91-93286 57215

Support Help-Desk No. at NEEPCO Shillong:

Tel: 0364-2507270/8974665789

Mail: [support.neepco@abcprocure.com](mailto:support.neepco@abcprocure.com) | [support@abcProcure.com](mailto:support@abcProcure.com)

## 6. Submission and opening of Bids

6.1 Bidders shall prepare and submit their bids in the electronic form at <https://neepco.abcprocure.com>. Online bidding forms will be available in the above website.

6.2 Bidders may view the tender opening results of techno-commercial and price bids at <https://neepco.abcprocure.com> by marking their presence for online tender opening.

## 7. Bidding Procedure:

7.1 The Bidder shall submit the Bid under the Single-Stage Two-Envelope bidding system in electronic form as follows:

**7.1.1 Envelope No. 1:** Techno-Commercial Bid.

**7.1.2 Envelope No. 2:** Shall contain Price Bid. Price Bids of only those Bidders who qualify in Techno-Commercial evaluation shall be opened.

**8. BOQ and Time period of supply.**

Sl. No	Item	Quantity	Period of license	Delivery Period
1	Kaspersky Antivirus Licenses ( Kaspersky End point Security for Business- Select)	1400 Nos	3 (three) years from the date of delivery and installation	Within 04.05.2017 or within 15 (Fifteen) days from the date of Letter of Intent whichever is later.

**9. Important information and dates:**

Start date and time for downloading of bid document:	11-00 hrs on 25.03.2017
Last date & time of downloading of bid document:	12-00 hrs. on 24.04.2017
Last date & time for receipt of online bids:	14-00 hrs. on 24.04.2017
Date & time of online opening of Techno-commercial Bid	16-00 hrs. on 24.04.2017
Pre-bid meeting	Not Proposed
Price Bid Opening	Date & time shall be intimated later to the Techno-commercially qualified bidders.
Date & Time of Start of e-Reverse Auction	Shall be intimated separately by NEEPCO

**10.** In the event the date of opening of bids is declared as a closed holiday for NEEPCO, the bids shall be submitted as per stipulated time and date, however, the date of opening of bids will be the following working day at the appointed times.

**11. Condition for Micro & Small Enterprises (MSEs)**

11.1 The bidders participating as Micro/Small Enterprises (MSE) shall submit an Undertaking in the prescribed format given in the Bid Document declaring the status of their firm under the provisions of Micro and Small Enterprises along with a copy of the document/ certificate issued by any of the Authority mentioned below:

- District Industries Centers
- Khadi and Village Industries Commission
- Khadi and Village Industries Board
- Coir Board
- National Small Industries Corporation (NSIC)
- Directorate of Handicrafts and Handloom
- Any other Body specified by Ministry of Micro, Small and Medium Enterprises.

11.2 The MSEs owned by Scheduled Caste (SC) & Scheduled Tribe (ST) entrepreneurs must submit the SC/ST certificate issued by District Authority in addition to certificate of registration with any one of the agencies mentioned above. The bidder shall furnish necessary documentary evidence to ascertain that the MSE is owned by SC/ST. MSE owned by SC/ST is defined as :

- a) In case of proprietary MSE, proprietor(s) shall be SC /ST.
- b) In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the enterprise.
- c) In case of Private Limited Companies, at least 51% share shall be held by SC/ST promoters.

11.3 The registration certificate submitted by MSEs issued from any one of the above agencies must be valid as on close date of the tender. The successful bidder should ensure that the same is valid till the end of the contract period.

11.4 The MSEs who have applied for registration or renewal of registration with any of the above agencies/bodies, but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption/preference.

11.5 **The MSEs registered with above mentioned agencies/bodies are exempted from payment of BID FEES and EARNEST MONEY DEPOSIT (EMD).** In addition, MSE bidders shall get some other benefits/preferences as detailed in the Detailed Bid Document.

12. NEEPCO reserves the right to extend the last date and time for submission of Bid.

13. Bidders are requested to visit <https://neepco.abcprocure.com> and <http://www.neepco.co.in> regularly for any corrigendum/modification/clarification of the bid document.

14. Submission of bids shall not automatically construe qualification for evaluation. The Owner reserves the right to reject any or all bids, or to annul the bidding process and reject all the bids, 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.

Sd/-  
General Manager  
i/c, Contracts & Procurement,  
NEEPCO Ltd., Shillong