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ISO 14001-1996
OHSAS 18001-1999

NORTH EASTERN ELECTRIC POWER CORPORATION LTD.

(A Govt. of India Enterprise)

OFFICE OF THE SR. MANAGER, SFC

ASSAM GAS BASED POWER PLANT

BOKULONI - 786191, Dist. Dibrugarh, Assam

Phone: (0374) 2825228, Fax: (0374) 2825349

DETAILS NOTICE INVITING TENDER

No. NEEPCO/AGBP/SFC/O&M-13/2018-19/10.

SINGLE STAGE TWO BIDS SYSTEM with minimum validity of 180 (one eighty) days are invited from **Reputed Manufacturers / packagers of Central AC Plant or Authorized Service Agents & Maintenance dealers of OEM** (manufacturing Central AC Plants / AC Package Units) or **Experience Service Provider** for entering into contract in connection with Annual Maintenance Contract (AMC) of existing Central Air Conditioning System, Split Air Conditioning Units and Ventilation System of plant Area of AGBP, NEEPCO Ltd., Bokuloni, Assam, PIN – 786 191 as per following terms and conditions.

- 1.1 SCOPE OF THE CONTRACT:** The scope of the contract as “Annual Maintenance Contract of Central AC Plant, Split AC Units and Ventilation System shall be done at Assam Gas Based Power Plant premises for **2 (Two) years** and prices shall be quoted accordingly in the PRICE BID only. The purchaser reserves the right to accept lowest rate for each item. All responsibility for successful and satisfactory maintenance of each and every equipment of Central AC System, Split AC Units and Ventilation System of Assam Gas Based Power Plant shall be on the contractor. The contractor shall arrange all manpower, tools & tackles, spares etc. for the work and take full responsibility during the execution of work”. The detail list of equipments is enclosed at **Annexure-1** and Detailed Scope of Service / Works is enclosed at **Annexure-2**. The details as follows:

Particulars	Duration of Contract	Value of Earnest Money (EMD)	Bid validity	Cost of Bid Document (Bid Fee)
Detailed Scope of Service / Works is enclosed at <u>Annexure-2</u>	2(two) years	Rs. 01,00,000/-	180 (one hundred and eighty) days	Rs. 5,900/- inclusive of GST @ 18% (Off-line)

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1.2 ESSENTIAL ELIGIBILITY OR QUALIFYING CRITERIA:

A. TECHNICAL CRITERIA: Following essential criteria shall be fulfilled by the bidder. Any bidder unable to fulfill the following essential technical criteria shall be summarily rejected.

- i) The bidders should be registered entities in India.
- ii) The party must be a **Reputed Manufacturers / Packager of Central AC Plant** or **Authorized Service Agents & Maintenance dealers of OEM** (manufacturing Central AC Plants / AC Package Units) or **Experience Service Provider**. The bidders should have at least continuous 3 (three) years experience of works in Annual Maintenance Contract of Central AC Plant of Capacity not less than 70 TR (Make: Blue Star or any reputed manufacturer), Split AC Unit of Capacity not less than 5 TR to 10 TR (Make: Blue Star or any reputed manufacturer), Air Handling Units, Cooling Towers etc. in any Govt. of India or State Govt. industry / PSU or any reputed organization. Copy of work orders received from Govt. of India or State Govt. Industry/PSU or any reputed organization shall be enclosed along with the tender. List of these customers along with respective contacting officer's addresses (including phone no., e-mails Id) shall have to be enclosed.
- iii) Satisfactory Performance certificate for last 3 (Three) consecutive years issued by customer shall have to be enclosed or submitted along with the tender. The intending tenderer must submit documentary evidence in support of experience i.e. certified copy of work order/ LOI having BOQ, **proof of satisfactory completion of works**, complete address of client/end user, establishment, phone no/fax no, email, name of contact persons, website etc. **Non-submission of documents in support of similar experience may result in disqualification.**

B. FINANCIAL REQUIREMENT:

- i. **Minimum Average Annual Turn Over (MAAT):** The average annual turnover of the bidder in the best 3 (three) financial years out of the last 5 (five) years financial year should not be less than Rs.18.24 lakh. Other income will not be considered for arriving at annual turnover.
- ii. **Net Worth:** The Net Worth of the bidder as on last day of the preceding financial year shall not be less than 50% of the Paid up Share Capital. The Net Worth shall be calculated based on Subscribed and Paid-up Capital + Free Reserves + Unallocated balance surplus amount of Profit & Loss Account if not reduced from Reserves. 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 31st March of the previous Financial Year, along with Letter of adequacy and commitment from their Bankers/Financial Institutions of International repute should be furnished along with their bids for evaluating the

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above financial criteria. In case where the audited results of the preceding financial years are not available, certified financial statements from a practicing Chartered Accountant will be also be considered acceptable.

iii. **Liquid Assets requirement:** The bidder should have liquid assets or / and evidence to availability of unutilized credit facilities of not less than Rs.30.40 lakh. The certificate of the Banker regarding the availability of unutilized credit facility should not be dated earlier than 30 (thirty) days prior to the date of opening the bid.

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 the estimated cost of the work put to tender:

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

A = maximum value of works executed in any one year during last 7 (seven) years (at current price level).

N = Completion time of the proposed work in years.

B = Value at current price level of existing commitments and ongoing works to be completed during next N years.

Bid capacity shall be assessed at the time of submission of Techno Commercial Bid, for which the bidder shall have to submit documentary evidence in support of "A" & "B" above 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 31st March of the previous Financial Year, along with Letter of adequacy and commitment from their Bankers/Financial Institutions of International repute should be furnished along with their bids for evaluating the above financial criteria. In case where the audited results of the preceding financial years are not available, certified financial statements from a practicing Chartered Accountant will be also be considered acceptable.

Documentary evidences in support of qualifying requirements, as mentioned above shall be submitted along with the Techno-Commercial bid. *Bids submitted without fulfilling the pre-qualifying requirements shall be rejected.*

C. **GENERAL REQUIREMENTS:** The bidder shall furnish copies of the following documents:

- Registration Certificates.
- Registration for GST;
- PAN (Permanent Account Number) for Income Tax
- Registration with EPFO, ESIC.

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In the event the bidder is unable to furnish the registration with EPFO at the time of submission of bid, immediately on award of contract, the successful bidder/bidders will have to get themselves registered as required and submit the same to the Owner.

The bidders shall also provide satisfactory evidence with respect to the following:

- (a) The bidder should not have been blacklisted by any Government / Government Agency in India. Self-declaration to that effect should be submitted along with the technical bid.
- (b) They do not anticipate change in the Ownership of their concern during the proposed period of work. If such a change is anticipated, the scope and effect thereof shall be defined.
- (c) They have adequate financial stability and status to meet the financial obligations pursuant to the scope of the works. They shall submit copies of their audited Annual Reports and balance sheet for the last 5 (five) years and the latest Sales Tax Clearance Certificate and latest Banker's certificate indicating amount in support of solvency.
- (d) In case bidders are unable to furnish the above certificates, they shall give valid reason for the same. The Owner reserves the right to reject any bid if Sales Tax Clearance Certificate or the reasons for the bidders' inability to furnish such a certificate are not mentioned in the bids.
- (e) Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any bank.
- (f) The above requirements are minimum and the Owner 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 satisfactorily perform the works.
- (g) Notwithstanding anything stated above, the Owner reserves the right to assess bidders' capability and capacity to perform the work, should the circumstances warrant such an assessment, in the overall interest of the Owner.
- (h) Each bidder shall submit only 1 (one) bid. A bidder who submits or participates in more than 1 (one) bid against will be disqualified.
- (i) A copy of Banker's solvency certificate shall have to be furnished by the bidders.
- (j) Bidder's organizational strength and financial status for last 3 (three) years in terms of audited balance sheet to be submitted.
- (k) Bidder shall have to submit Bid Fee (offline mode) amount of **Rs. 5,000.00 + Rs. 900.00 (GST @ 18%) = Rs.5,900.00 (Rupees Five Thousand and Nine Hundred)** only in a separate **SEALED ENVELOPE** superscripted as "**Bid Fee for e-tender no. NEEPCO/AGBP/SFC/O&M-13/2018-19/10**". The Bid Fee shall be in the form of Demand draft from a Nationalized Bank / Scheduled Bank drawn in favor of M/S NEEPCO Ltd,

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Bokuloni Chariali, Dibrugarh payable at SBI, Bokuloni Chariali, Dibrugarh. The bid fee is exclusive of GST (Present GST @ 18% is applicable or as per prevailing applicable norms as per GOI). The Bid Fee shall reach at site office prior to opening of the bid documents. As a proof of Bid Fee, a scan copy of Bid Fee shall be uploaded online. **Bids without Bid Fee in the manner specified above shall be summarily rejected.** In case of registered MSEs (micro and small enterprises), no tender fee is required. However, valid certificates shall have to be submitted. **The Bid Fee is nonrefundable.**

(1) The Corporation has reserves the right to reject any bid if such bid is not complete with full details as per Technical Criteria.

1.3. TECHNO-COMMERCIAL CRITERIA: Following essential criteria shall be fulfilled by the bidder. Any bidder unable to fulfill the following essential technical criteria shall be summarily rejected.

I. **PRICES:** The rates quoted shall be FIRM for the period of 2 (Two) Years from the date of commencement of AMC. The prices shall be quoted exclusively in the "Schedule of Prices" attached as Annexure-I of Price Bid (Volume-II) only and as per relevant Clause of Vol-I. Any disclose of rate / price in the Technical bid or any other area except Price Bid shall be summarily rejected.

II. **TAXES AND DUTIES:** All taxes and duties as applicable, as per government norms, shall be paid extra.

III. **VALIDITY OF OFFER:** The validity of quoted offer should be minimum 180 days from Tender opening date.

IV. **PRE ACSESSEMENT OF EQUIPMETS:** All the equipments & machineries presently are in running condition. However, if feel necessary, bidders may have visit plant site for assessment of equipments and its auxiliaries located at AGBP prior to submission of the tender documents for which, no extra payment shall be made toward the visit.

V. **TERMS OF PAYMENT:** 100% of Pro-rata payment shall be made quarterly basis on satisfactory completion of work "on actual work done basis", after deduction of tax and duties, if any. GST shall be as per GOI rules rule and shall be reimbursed on production of documentary evidences. Bill should be submitted in triplicate, the original being pre-receipt with a revenue stamp affixed thereon along with Bank details will be submitted to the Engineer-in-charge, Sr. Manager (E/M), Station Facilities Complex, AGBP, NEEPCO Ltd., Bokuloni, who will passed the same after satisfactory completion of the work. **The "Terms of Payment" clause is under non deviation clause.**

VI. **CONTRACT PERIOD:** The work order will remain valid for a period of 2 (two) years from the date of commencement of work.

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- VII. **PERFORMANCE GUARANTEE-CUM-SECURITY DEPOSIT:** The successful bidder shall submit Performance Guarantee-cum-Security Deposit @10% of the order value as described elsewhere in GTCC (Vol-I) within a period of 30 days from the date receipt of work order.
- VIII. **EARNEST MONEY DEPOSIT (EMD):** Bidder shall have to submit **EMD (Earnest Money deposit)** (offline mode) amount of **Rs. 1,00,000.00 (Rupees One Lac) only** in a separate **SEALED ENVELOPE** superscripted as "**EMD for e-tender no. NEEPCO/AGBP/SFC/O&M-13/2018-19/10**". The EMD shall be in the form of Demand draft from a Nationalized Bank / Scheduled Bank drawn in favor of M/S NEEPCO Ltd, Bokuloni Chariali, Dibrugarh payable at SBI, Bokuloni Chariali, Dibrugarh. The EMD shall reach at site office prior to opening of the bid documents. As a proof of EMD, a scan copy of EMD shall be uploaded online. **Bids without EMD in the manner specified above shall be summarily rejected.** However, EMD shall not be applicable for SSI / NSIC. The EMD of unsuccessful bidders shall be return back after complete evaluation of bid process. However, EMD of successful bidder shall be return back after submission of PBG (Performance Bank Guarantee).
- IX. **PENALTY CLAUSE:** In case of any recorded non-performance of the contractor, a PENALTY shall be imposed @0.25% per week subject to maximum of 1% of the contract value after 15 days from the date of intimation to the contractor / firm. Any delay of restoration of any faults / damages / outages of Central AC plants, various exhaust, fresh air and roof extractor fans, split ACs or as per the works detailed in the Annexure-II or any causes attributable to contractor shall be considered for such penalty.
- X. **DEVIATIONS & NON-DEVIATION CLAUSE:** All deviations from specifications shall be separately listed as per format '**Schedule of deviation from specifications**' as enclosed in **Annexure-3**. On the absence of which it will be presumed that the provisions of the specifications are fully complied within the tender. However, Payment terms, PBG terms, EMD clause are considered under non-deviation clause.
- XI. **BANK DETAILS:** Successful Bidders shall have to submit bank details along-with invoices as per the format enclosed at Annexure-4.
- XII. **EXEMPTION FOR SUBMISSION OF TENDER FEE & BID SECURITY (EMD):** Tender fee and EMD exempted for **Micro / SSI / NSIC** registered firms. The firm should have submitted valid registration Certificate to claim waiver for the Tender Fee & EMD.
- XIII. **Relaxation of Norms for Startups and Micro & Small Enterprises (MSEs) on Prior Experience and Prior Turnover criteria:** In line with the Policy Circular No. 1(2)(1)/2016-MA dated 10th March, 2016 of the Ministry of Micro, Small & Medium Enterprises, *Office Memorandum (No:F.20/2/2014-PPD(Pt.) dtd.25/7/2016, Ministry of Finance*, on "Relaxation of norms for Start-ups and Micro & Small Enterprises in Public Procurement on Prior Experience and Prior Turnover

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criteria” and as per Section 2.1(5) of Action Plan for “**STARTUPS INDIA**” announced by the Government of India in Jan 2016, the Criteria of Prior Turnover and Prior Experience are exempted for the Start-ups and Micro & Small Enterprises for this tender, subject to meeting of quality and technical specifications. The Start-ups Enterprises shall submit start-ups India recognition certificate issued by the Department of Industrial Policy and Promotion (DIPP) of Ministry of Commerce & Industry in order to be considered for relaxation in prior experience and prior turnover.

XIV. Conditions for Micro & Small Enterprises (MSEs): The bidders participating as Micro/Small Enterprises (MSE) shall submit an Undertaking in the prescribed format (Form D, Section-VIII) declaring the status of their firm under the provisions of Micro and Small Enterprises along with a copy of the relevant document/ certificate issued by any of the Authority mentioned below:

- District Industries centers
- Khadi and Village Industries Commission
- Khadi and Village Industries Board
- National Small Industries Corporation (NSIC)
- Directorate of Handicrafts and Handloom
- MSEs having Udog Aadhar memorandum
- Any other Body specified by Ministry of Micro, Small and Medium Enterprises.

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

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

The registration certificate 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. 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. Necessary preferences shall be given/applicable to Govt./PSU/SSI/NSIC units etc. as per Govt. policy and guidelines. **The MSEs registered with**

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above mentioned agencies/bodies are exempted from payment of Earnest Money Deposit (EMD).

XV. Any bid containing false statement(s) will be rejected and action shall be taken as per per the law and terms and conditions of the tender documents.

XVI. Bidders must quote clearly both in words and figures and strictly in accordance with price schedule of the Annexure I of **Price Bid (Vol-II)**.

XVII. In there is any discrepancy between unit price and the total price, the unit price written in words shall be considered.

XVIII. Any bid received in the form of Telex / Cable / Fax / e-mail / Telephone call will not be considered.

1.4 IMPORTANT DATES:

- a. **STARTING DATE FOR DOWN-LOADING BID ONLINE: 01/04/2019 (11:30 Hrs.)**
- b. **PRE- ACCESSMENT OF CENTRAL AC PLANT BY BIDDERS:** The interested bidders are advised to inspect the Central AC Plant at AGBP, NEEPCO Ltd, PO: Bokuloni, Dibrugarh prior to submission of BID documents during any working days (10:00 Hrs to 17:00 Hrs).
- c. **PRE-BID MEETING:** Bidders may clarify any points (Technical / Commercial) on **18/04/2019 (10:00 Hrs to 17:30 Hrs)**.
- d. **END DATE FOR DOWNLOADING BID DOCUMENTS: 01/05/2019 (15:30 Hrs.)**
- e. **LAST DATE AND TIME OF SUBMISSION OF TENDER:** On or before **15:30 Hrs** of **01/05/2019**.
- f. **DATE AND TIME OF OPENING OF TECHNICAL BID:** The TECHNICAL BID shall be opened on **15:30 hrs** on **02/05/2019**.
- g. **DATE AND TIME OF OPENING OF PRICE BID:** The PRICE BID shall be opened after evaluation of TECHNICAL BID.

1.5 GENERAL INFORMATION:

- (a) **ACCOMMODATION AT SITE:** Accommodation shall be provided to the workers/service engineers of the contractor at site on chargeable basis.
- (b) **LOCAL TRANSPORT:** The locations of the equipments are less than 1 km from the guest house/erector's hostel. As such, no local transport will be provided except for transportation of materials related to the work within the plant area.
- (c) **MANPOWER:** Contractor shall provide expert authorized site engineer/supervisor to supervise the quality and progress of work. The contractor shall depute expert/authorized/skilled Technicians/Electricians and helpers to perform the job

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satisfactorily, no any sort of manpower will be provided to the contractor from NEEPCO side. Responsibility of manpower mobilization and expenditure thereof shall lie with the contractor. The copies of authorization/experience certificates of electricians/technicians of the Firm shall have to be furnished before performing the job.

- (d) **TOOLS & TACKLES:** Any tools & tackles, including special tools, if required, shall be arranged by the contractor.
- (e) **LOCATIONS OF EQUIPMENTS:** The equipments are located in Assam Gas Based Power Plant, NEEPCO Ltd., P. O. Bokuloni Chariali, Dist: Dibrugarh, Assam, PIN – 786 191. The nearest Railway station is Duliajan, which is 20 KM away from the Plant. Next nearest Railway Station is Tinsukia, which is 33-33 km away from the plant site. The nearest Airport is Mohanbari, Dibrugarh, which is approx. 50 km away from the plant site.
- (f) **SAFETY REGULATION:** The Contractor shall be solely responsible for arranging adequate safety of his personnel while at work and adhere to the relevant safety regulations. All PPEs like hand-gloves, safety helmets and safety belts etc shall be shall be arranged by the Contractor.
- (g) **INSURANCE OF LABOUR/WORKER:** The Corporation bears no responsibility and liability, whatsoever, towards the contractor's workers for any loss or damage caused by any accident at the work site during execution of the work. For any such eventuality the responsibility lies solely on the Contractor. The Contractor, at his own interest and cost, shall arrange for adequate workmen's compensation insurance to protect him against all claims applicable under Workmen's Compensation Act, 1948. This policy shall also cover the Contractor against claims for injury, disability, disease or death of his employed workers, which for any reason, are not covered under Workmen's Compensation Act, 1948.
- (h) **DISCIPLINE:** The Contractor's personnel shall maintain strict discipline and harmony at the worksite. The Corporation's Engineer-in-Charge shall be at liberty to object to the presence of any worker/representative of the contractor at site, if in his opinion, such worker/representative has miss conducted himself or be incompetent or negligent or otherwise undesirable and the Contractor shall remove such person(s) immediately and provide for proper replacement.
- (i) **LIQUIDATED DAMAGE:** Time is the essence of the contract and failure on the part of the contractor to complete the supply within stipulated period shall entitle to recover LD.

The LD terms is "In case the suppliers fails to deliver the materials or complete the works within contractual delivery / completion period (or any extension thereof) due to reasons attributable to the contractor / supplier, then the Corporation reserve the right to recover from the contractor / supplier's sum towards Liquidated Damage @ ½ % (half

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percent) value of the total contract value for each calendar week or part thereof delay from the schedule completion date (or extension thereof). The total recovery from the contractor / supplier on account this shall, however, not exceed 10% (Ten percent) of the value of the total contract value. However, the Liquidated Damage will not be imposed if the supplier fails to deliver the materials within the schedule delivery period due to Force Majeure conditions, which shall include without limitation, wars insurrection, civil war, disobedience, strikes, riots, epidemics, earthquake, storms, flood, explosion or the fire not caused by the supplier's negligence, lightning, acts of God or the public enemy which is of such a nature as to delay, curtail or prevent timely action by either party".

- (j) **SECURITY – CUM – PERFORMANCE GUARANTEE:** As mentioned above or pre-pages.
- (k) **GUARANTEE/WARRANTEE:** The services done and the materials supplied shall be covered under guarantee/warrantee against any poor workmanship and manufacturing defects for period of 12 months from the date of installation. In case any defect is found within guarantee/warrantee period, the same shall be rectified at free of cost including cost of materials and spares.
- (l) **JOB COMPLETION REPORT:** A job completion report or certificate shall be submitted by the contractor at the end of the contract period. The contractor shall hand over all the units in working condition to the satisfaction of the in-charge at the end of the contract period. Otherwise, repairing of the unit will be done through other agencies and maintenance / repair cost of the unit (s) shall be recovered from the contractor.

1.6 BIDDING PROCEDURE:

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

Envelope No. 1: Techno-Commercial Bid.

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

1.7 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.

1. Registration for Participation in Bids:

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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 Enrollment" on the CPP Portal which is free of charge.

- a. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- b. 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.
- c. 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.
- d. 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.
- e. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.
- f. 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.

1.8 ON-LINE BID SUBMISSION:

Bidders shall prepare and submit their bids in the electronic form in <https://neepco.abcprocure.com>. Online bidding forms will be available in the above website. Bidders view the tender opening results of techno-commercial and price bids in <https://neepco.abcprocure.com> by marking their presence.

1.9 BIDDING PROCEDURE: The bidder shall submit the bid under **SINGLE STAGE TWO BIDS SYSTEM** in the electronic form through e-Tendering

Envelope-1: Shall contain Techno-commercial bid only with details of Bid Fee & EMD.

Envelope-2: Shall contain Price Bid. Price bids shall be opened for only those bidders who are technically qualified.

- e. Bidders must keep their tenders valid for 180 days.
- f. The EMD, Tender Fee are to be delivered personally or by registered post to the office of the Sr. Manager (E/M) Station Facilities Complex , AGBP, NEEPCO Ltd., Bokuloni, Dist: Dibrugarh, Assam, PIN – 786 -191. The bid fee and EMD shall submit in OFF-

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- LINE Mode and reach to above mentioned office prior to opening of Bid i.e. on or before 24/02/2017. Telephonic, Telegraphic, telexed or faxed tenders shall not be considered for acceptance.
- g. NEEPCO is not bound to accept the lowest tender and reserves the right to waive any formality in regards to submission of tenders or to reject any or all tenders without assigning reasons thereof.
 - h. NEEPCO reserves the right to divide the scope of works to successful bidders.
 - i. The tendered rates shall be legibly written in English in ink, in Indian Currency, both in figures and words. In case of any discrepancy between words and figures, the rates in words shall govern. Erasures or other cuttings shall be attested by the bidder. In case the amount shown against any item of schedule of price is not in conformity with the quantity and unit price, the unit price quoted shall govern.
 - j. The contract must not be sub-let without the permission of the Corporation.
 - k. NEEPCO is not bound to accept the lowest tender and reserves the right to waive any formality in regards to submission of tenders or to reject any or all tenders without assigning reasons thereof.
 - l. The bidders shall submit all the information and documents as sought for in relevant clauses of the tender documents, both in Technical Specification & Commercial conditions. Tenders without the requisite information and documents shall be considered as incomplete and are liable for rejection.
 - m. All information shall be furnished by the bidders in good faith and with full satisfaction. The bidder shall print or type his name and that of his company in the schedule of prices and each subsequent continuation sheets thereof, on which he makes any entry. Overwriting or changes should be dated and initiated by the bidder.
 - n. NEEPCO reserves the right to verify bidders' capability and capacity both in terms of technically and commercially to perform the contract as well as to verify the authentication of any or all documents produced/submitted by bidders.
 - o. Each page of the tender should be signed by the bidders.
 - p. The intended bidders may participate at the tender opening. The authorized representative of the intended bidder is required to furnish a letter of authorization from the respective bidder.
 - q. NEEPCO reserves the right to accept/reject any or all offers in part or full and also the right to relax qualifying requirements whenever and wherever required without assigning any reasons thereof.

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- r. Bidders are requested to visit <https://www.etenders.gov.in> and <http://www.neepco.gov.in> regularly for any modification / clarification / amendment of the bid documents
- s. Submission of bids shall not automatically construe qualification for evaluation. NEEPCO reserves the right to reject any or all bids. Or to annual the bidding process and reject all the bids, without thereby incurring any liabilities 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 Purchaser.



Sr. Manager (E/M)

Station Facilities Complex
AGBP, NEEPCO Ltd

List of Equipments

SI No.	Equipment details	Quantity	Location
1	Water cooled Reciprocating Chilling Unit, Capacity = 70 TR, Power 415 Volts AC, 3 Ph, 50 Hz. Compressor Model No. JS 64 F-Q50B, Make/Type: Blue Star Limited/Semi hermic	3 Nos.	A C Plant Room
2	Sheet Metal Air Handling Unit comprising of chilling coil, centrifugal forward curved blower, face bypass Damper & Filters, Model No. CS 402, Capacity: 33299 Cu M. Cooling Coil Type: Chilled Water. (Motor Rating:15 KW) Manufacture: Blue Star	2 Nos.	AHU Room
3	Cooling Tower, Model: 3853, Type: Induced draft cross flow. Make: Paharpur Cooling Tower Ltd. Fan Motor Rating: 3.7 KW	3 Nos.	Terrace of CCR
4	Condenser Water Recirculation Horizontal Split Casing Pump & Motor, Model No. SCT 50/38 (9.3 KW)	3 Nos.	A C Plant Room
5	Chilled Water Recirculation Horizontal Split Casing Pump & Motor, Model No. SCT 50/38 (9/3 KW)	3 Nos.	A C Plant Room
6	Fan Coil Units	16 Nos.	Electrical and C & I Laboratory, Conference Room, PLCC/EPABX Room, C&I and PEM Office room.
7	Split Type Package Air Conditioner, Capacity 7.5 TR, Make: Blue Star	3 Nos.	LCR # 3
8	Split Type Package Air Conditioner, Capacity 5.0 TR, Make: Blue Star	6 Nos.	LCR # 1 & # 2.
9	Split Type Package Air Conditioner, Capacity 3.0 TR, Make: Blue Star	10 Nos.	DM Plant, CCR, PT Plant.
10	Different sizes of "Supply and Exhaust Fan" (0.55 KW to 3.7 KW)	190	GT Building, ST Building, CW Pump House, Clarified Water PH, Chlorination Plant, Air Compressor House, Raw Water PH, AC Plant Room, EDG Room, Store, GBS, Fire Water PH, DM Make up Pump House, PT plant Etc.
11	Different sizes of "Roof Extractor Fan" (Motor Rating1.5 KW)	28 Nos.	GTG, STG & GBS Building
12	Centrifugal Fan (Motor Rating: 15 KW)	2 Nos.	220 V Battery Room CCR Building.

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Detailed Scope of the Service/Works.**I. Scope of works for maintenance of Central AC Plants:**

- i. The Contractor shall have to carry out daily / monthly / quarterly / half yearly / annual maintenance / inspection / overhauling of the Equipment/machineries and accordingly reports in daily / monthly / quarterly / half yearly / annually basis shall be submitted to the Engineer-in-charge.
- ii. The Contractor shall have to attend any breakdown call of any equipments / mercenaries under AMC as and when required.
- iii. The Contractor shall have to carry out overhauling / servicing of the all equipments of Central AC Plant System once in year (during winter).
- iv. A joint inspection of the works or job under the scope of AMC to be carried out in the 1st week of the every months and unattended works to be carried out within next 15 days after joint inspection.
- v. All mechanical & Electrical spares and consumables including refrigerant gas required for maintenance job to be supplied by the contractor on free of cost.
- vi. Cleaning / replacement of all Air Inlet Filters, cleaning/repairing of cooling coil units, strainers, replacement of defective Air Filters and strainers, checking of pressure of refrigeration side and water line and testing of leakages and repairing of the same to be done by the contractor.
- vii. Adjustments of Belts, alignment of equipments and replacement of Belts, Fan & Fan Pulleys and bearings as and when required.
- viii. Any re-windings / replacement of Motors, replacement of bearings etc.
- ix. Repairing of compressors, Air Handling Units, blowers, condensers and all auxiliary equipments.
- x. De-scaling of condenser minimum once in a year or as required.
- xi. Replacement of the fringes of the cooling tower if necessary. All the Float Valves to be maintained properly to restrict the water loss.
- xii. The contractor has to maintain sufficient stock of spares and consumables to attend any brake down call and day to day maintenance works of the AC plant, e.g. Fan Belts, Bearings, Contactors, relay, fuses etc.
- xiii. Any repairing due to normal wear & tear & painting of equipments when ever required.
- xiv. Overhauling of equipments once in year including painting.
- xv. **All materials / spares / consumables etc. required for schedule / planned / breakdown maintenance / major overhauling or any service shall be arranged by the contractor and NEEPCO shall not provide any materials.**

II. Scope of works for maintenance of Split AC Units:

- i. The Contractor shall have to carry out daily / monthly / quarterly / half yearly / annual maintenance / inspection / overhauling of the Equipment/ machineries and accordingly reports in daily / monthly / quarterly / half yearly / annually basis shall be submitted to the Engineer-in-charge. The Contractor shall have to attend any breakdown call of any equipments/ mercenaries under AMC as and when required.
- ii. The contractor has to carry out any breakdown call of any equipments/machineries under AMC as and when required.
- iii. A joint inspection of the works or job under the scope of AMC to be carried out in the 1st week of the every months and unattended works to be carried out within next 15 days after joint inspection.
- iv. Repairing / replacement of any defective parts, supply of all electrical and mechanical spare parts and consumables including refrigerant gas.
- v. Checking refrigerant pressure, filling of refrigerant and testing of leakages.

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- vi. Checking of all electrical parts, starters, motors, relay and replacement whenever required.
- vii. Repairing / replacement of compressors/condensers after replacement of defective parts, if any, at free of cost.
- viii. Any re-windings / replacement of Motors, replacement of bearings etc.
- ix. If any compressors found defective, same shall have to be replaced at the cost of contractors.
- x. The contractor has to maintain sufficient stock of spares and consumables to attend any brake down call and day to day maintenance works of the AC Units.
- xi. Annual maintenance and overhauling of AC Units once in a year.
- xii. **All materials / spares / consumables etc. required for schedule / planned / breakdown maintenance / major overhauling or any service shall be arranged by the contractor and NEEPCO shall not provide any materials.**

III. Scope of works for maintenance of Ventilation System.

- a) The contractor has to carry out daily inspection of all the units to ensure that all units are running. If any unit is found not working rectification work to be done immediately. A report in quarterly basis shall have to be submitted to the Engineer-in-charge.
- b) The Contractor shall have to attend any breakdown call of any equipments/mercenaries under AMC as and when required.
- c) A joint inspection of the works or job under the scope of AMC to be carried out in the 1st week of the every months and unattended works to be carried out within next 15 days after joint inspection.
- d) All mechanical and electrical spares including consumables e.g. overload, relay, starter, bearings, Fan Belts, on/off switch etc will be under the contractor's scope.
- e) Repairing / re-winding /replacement of Motors to be done as and when necessary.
- f) Overhauling/servicing of the units once in a year including painting where necessary.
- g) Replacement of suction air filters units where necessary.
- h) **All materials / spares / consumables etc. required for schedule / planned / breakdown maintenance / major overhauling or any service shall be arranged by the contractor and NEEPCO shall not provide any materials.**

IV. Other scope:

- a. The contractor has to carry all other works which has not covered above items but essential for smooth functioning of the AC a Ventilation system of the power plant as per direction of the Engineer-in-charge.
- b. All types of tools & plants including various measuring instruments as required for maintenance works of Central AC, Split AC and Ventilation system are to be arranged by the contractor. The contractor must ensure that the work should not get delayed due to non-availability of tools & plants.
- c. Contractor has to maintain proper documentation and record of spares including dismantle materials. Contractor have to submit quarterly (during submission of bill) reconciliation statement, consumption etc. which will be required for clearance of bill.

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ANNEXURE-3

SCHEDULE OF DEVIATION FROM SPECIFICATION

Unless specifically mentioned in this schedule, the tenderer shall be deemed to confirm the purchaser's specification:

Sl. No.	Specification Clause No.	Details of deviation	Justification for deviation
1	2	3	4

Certificate: -

Certified that above listed deviations and exceptions are exhaustive and the contract shall be executed as per the tender specifications excepting for the above deviations and exceptions in the event of placing an order on us.

SIGNATURE OF TENDERER
NAME & STAMP

Important Note: Payment terms, PBG terms, EMD clauses are considered under non-deviation clause and any deviation of above mentioned clause shall not be considered.

SCHEDULE OF SIMILAR WORKS

SL NO.	NAME OF WORKS	QTY	CUSTOMER	YEAR OF WORK ORDER
1	2	4	5	6

SIGNATURE OF TENDERER
NAME AND STAMP

MODEL FORM OF BANK GUARANTEE
(In lieu of Security Deposit)
(On Bank's letterhead with adhesive stamps)

Guarantee No.....

Place.....

Date.....

To

.....
.....
.....

In consideration of North Eastern Electric Power Corporation Ltd. (Herein-after called 'the Corporation') having agreed to exempt.....

(Name and address of the Contractor)

(herein-after called the said Contractor) from the demand, under the terms and conditions of work order no.....dtd..... issued by the North Eastern Electric Power Corporation Ltd., for the work.....

(Name of the work)

(herein-after called the said work order) of security deposit for the due fulfillment by the said Contractor of the terms and conditions contained in the said work order, on production of a Bank Guarantee for Rs..... (Rupees.....) only against any loss or damage caused to or suffered by the Corporation by reason of any breach by the said contractor of any of the terms or conditions contained in the said work order.

Wedo hereby undertake to pay the amounts due and
(Name & address of bank)

payable under the Guarantee without any demur, reservation, contest, recourse or protest and without any reference to the Contractor and without waiting for outcome/award of any dispute, litigation whatsoever in this regard pending before any court, Tribunal, Arbitrator etc. merely on a demand from the Corporation stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Corporation by reason of breach by the said contractor of any of the terms or conditions contained in the said work order or by reason of the Contractor's failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....(Rupees) only.

We undertaken to pay the Corporation any
(Name & address of the bank)
dispute or disputes raised by the Contractor in any suit or proceeding pending before any court of Tribunal
relating there to our liability under this present being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for
payment there under and the contractor shall have no claim against us making such payment.

We..... (Name & address of the Bank) further agree that the guarantee herein
contained shall remain in full force and effect during the period that would be taken for the performance of
the said work order and that it shall continue to be enforceable till all the dues of the North Eastern Electric
Power Corporation Ltd., under or by virtue of the said agreement have been fully paid and its claims
satisfied or discharged or till the terms and conditions of the said agreement have been fully and properly
carried out by the said contractor and accordingly discharges this guarantee. Unless a demand or claim
under this guarantee is made on us in writing on or before the(date) we shall be discharged
from all liability under this guarantee thereafter.

We..... (Name & address of the Bank) further agree that the North Eastern Electric
Power Corporation Limited shall have the fullest liberty without our consent and without affecting in any
manner obligation hereunder to vary any of the terms and conditions of the said Work Order/ Agreement
or to extend time of performance by the said contractor from time to time or to postpone for any time or
from time to time any of the powers exercisable by the Corporation against the said contractor and to
forebear or enforce any of the terms and conditions relating to the said Work Order and we shall not be
relieved from our liability by reason of any such variation, or extension being granted to the said contractor
or for any forbearance, act or omission on the part of the Corporation or any indulging shown by the North
Eastern Electric Power Corporation Ltd. to the said contractor or by any such matter or thing whatsoever
which relieving us.

This guarantee will not be discharged due to the change in the constitution of the Bank or the
Contractor.

This guarantee shall come into force immediately and continue in force and remain valid till six
months after the completion of all the works under the said Work Order which according to the said
agreement should be six months from the probable date of completion i.e.....(date of
completion) as per the contract or any extension of time granted subsequently.

This guarantee shall be extended from time to time as may be desired by the North Eastern Electric
Power Corporation Ltd., who is the beneficiary under this guarantee and in the event if the contractor fails
to comply such extension within the validity period, this shall be treated as a claim by the Corporation on
the Bank.

We,(Names and address of Bank) lastly undertake not to revoke this
guarantee during its currency except with the previous consent of the North Eastern Electric Power
Corporation Ltd. in writing.

Dated..... of

(To be submitted on the letter head of the Firm)

BANK ACCOUNT DATA FOR RTGS/NEFT PAYMENT

1.OPTION RTGS/NEFT

BENEFICIARY DETAILS

- a)NAME & ADD. OF THE BENEFICIARY:
- b) NAME & ADD. OF THE BANK:
- c)BRANCH NAME & ADDRESS:
- d)BANK A/C NO.:
- e)TYPE OF A/C:
- f)IFSC NO:
- g)MICR NO.:
- h)BRANCH CODE:
- i)MOBILE NO(for payment information):
- j)e-mail I.D.:

Signature of Party
(with seal)

Name:

Degn.:

Certified that the above particulars are found to be correct and matching with our records in respect of the above beneficiary.

(Sig. of Branch Manager)

Name:

Seal of Bank

WITNESS

.....
Signature

.....
Name

.....
Official Address

.....
Signature

.....
Name

.....
Authority as per Power of Attorney
No. Dt.

.....
Bank's Rubber Stamp

* In case of Bank Guarantee issued by a Foreign Bank, the same shall be confirmed by any of the Nationalized Bank in India.