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नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कॉर्पोरेशन लिमिटेड

(भारत सरकार का उद्यम)

NORTH EASTERN ELECTRIC POWER CORPORATION LTD

(A GOVT. OF INDIA ENTERPRISE)

CIN U40101ML1976GOI001658

OFFICE OF THE EXECUTIVE DIRECTOR (CONTRACTS & PROCUREMENT)

BROOKLAND COMPOUND::LOWER NEW COLONY

SHILLONG-793003, MEGHALAYA

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

Limited Notice Inviting Bids

(e-tender)

NIB No. 222 dtd. 11.01.2017

NEEPCO invites single-stage two envelope bids from reputed firms on limited tender basis for engagement as consultant for providing end to end consultancy services for implementation of Enterprise Resource Planning (ERP) solution in NEEPCO

1. The Objective for ERP Implementation:

- 1.1** Establishment of automated and integrated single platform for different business processes of organization i.e. Operation & Maintenance Management, Fuel Management, Material Inventory, Procurement Management, Supplier Management, Projects Management, Finance & Accounts Management, Commercial & Tariff Management, Environment Management, Risk Management, Fire & Safety Management, Document & Office Management, HR & Payroll Management & other areas if required.
- 1.2** Standardization of Business Processes through IT application, in line with the best available practices/procedures in use and Standardization of information-capture and report templates across all functions and customization as per requirements of business need.
- 1.3** Faster and real-time availability of seamless information without manual interventions, across all functions, based on user rights and authorizations.
- 1.4** Availability of MIS & dashboards for quick & better decision making across organization's hierarchy.
- 1.5** Business Processes defined in line with standard Industry practices.
- 1.6** Achieving clean environment complying with environmental regulations & business needs.

2.0 Scope of work for the consultancy services:

The Scope of work shall be of end-to-end advisory services for implementation of ERP solution has been categorised below. However, the same is not limited to the following. The ultimate objective is successful ERP implementation. The entire scope of the work is to be carried out as single project, however for the sake of better clarity it is divided into various stages as follows.

- 2.1 Preparation of a broad roadmap for ERP implementation.
- 2.2 Identification of improvement opportunities for existing business processes & legacy systems in relation to industry practices in ERP implementation through Business Process Re-engineering.
- 2.3 Recommendation on capacity building requirements with regard to improving business processes and IT infrastructure including networking and communication.
- 2.4 The Consultant shall assist NEEPCO in the evaluation and selection of Vendors required for ERP infrastructure, ERP product and implementation agency to implement the entire ERP project.
- 2.5 The consultant shall also assist in any other work not specifically included in the scope of work but essentially required for implementation of the ERP solution, shall be deemed to be included in the scope of work.

The detailed scope of work for the consultant is given under Instruction to Bidders in the Detailed Tender Document.

2. Period of Consultancy:

The period of consultancy for the entire scope of services shall be 30 months from the date of Letter Of Intent (LOI).

3.0 Participation in the online bidding:

3.1 Minimum system requirements:

For participating in e-tendering / e-Auction, bidders are to ensure that their PC has the following minimum requirements.

Internet Connection- Minimum 256 kbps

We browser - Internet Explorer E 9 & above, Firefox (13.0 & above),
Chrome (20.0 to 41.0)

Operating System - Window Vista / Windows 7 / Windows 8 / Windows 10

For Internet Explorer Users:

- 1) To check whether the Digital Certificate is installed or not in your browser: (Tools -> Internet Options -> Content -> Certificates).
- 2) Ensure to enable Active-X Controls & Plug-ins. (Tools -> Internet Options -> Security Custom Level).
- 3) Check Digital certificate - Open internet explorer > Tools Menu or (Press Alt+T on your keyboard) > Internet option > Content > certificate > double click on your certificate (a certificate window will appear) > go to certification path > check the certificate status > it should come as "The certificate is OK". (System should place Client URL in trusted zone as soon as the URL is executed by the vendor.)
- 4) If the system prompts any message for system patch like CAPICOM do install the same.

For Google Chrome Users:

- 1) User has to install "Java Runtime Environment (JRE)" for Google Chrome & Mozilla Firefox Browsers to access this URL.
- 2) System will instruct you to follow the steps which should be followed by the user.

- 3) For Plug Ins in Chrome Browser (Go to Settings > Show advance settings > Click on "Content Setting" Button in Privacy Settings > Click on Disable Individual Plug-ins.

For Mozilla Firefox Users:

- 1) For Plug ins Go to tools > Add-ons > Click on "Disable" Button to enable Java plug-in: "Java(TM) Platform SE 6/7".
- 2) User has to install "Java Runtime Environment (JRE)" for Google Chrome & Mozilla Firefox Browsers to access this URL.
- 3) System will instruct you to follow the steps which should be followed by the user.
- 4) Once you completed this process, and still you are not able to login in Mozilla or Chrome browsers then request to contact the service provider.
- 5) You can refer Minimum System Requirement document which is available on homepage of website.

It is suggested that Internet Explorer is used as the browser for ease of operation.

4.0 Portal Registration:

The bidders intending to participate in the e-tendering and to download the detailed bid document have to register themselves in the portal <https://neepco.abcprocure.com> . 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.

5.0 The procedures for registration in the e-tendering portal are as under:

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

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

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 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.
- 5.1 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.
- 5.2 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, contract@neepco.co.in. Bidder may contact in regard to the instant NIB at 0364-2503346
- 5.3 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|support@abcProcure.com

6.0 Submission and opening of Bids

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

7.0 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: Shall contain Price Bid. Price Bids of only those Bidders who qualify in Techno-Commercial evaluation shall be opened.

8.0 Bid Security/Earnest Money :

Bid security/Earnest Money Deposit (EMD) shall be Rs. 2.80 Lakhs (Rupees Two Lakhs Eighty Thousand only). The amount of bid security may be paid /deposited as per procedure given in the detail bid document.

9.0 Bidding Timeline:

a)	Start Date & Time for Downloading of Tender Document	:	12.01.2017 from 11:00 Hours
b)	End Date & Time for Downloading of Tender Document	:	10.02.2017 upto 12:00 Hours
c)	Start Date for online submission of bids	:	12.01.2017 upto 10:00 Hours
d)	Close Date for submission of bids	:	10.02.2017 upto 14-00 Hrs
e)	Opening of Techno-Commercial Bid	:	10.02.2017 at 16:00 Hours
f)	Deadline for <i>submission of hard copies as per bid condition</i>	:	13.02.2017 upto 17:00 Hours
g)	Pre-Bid Conference	:	01.01.2017 from 11:00 Hours onwards Venue: Bidding Cum Conference Room, O/O the ED(C&P), NEEPCO Ltd, Shilling.

In the event, the last date specified for submission of bids and 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.

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

11.0 Submission of bids shall not automatically construe qualification for evaluation. NEEPCO 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 Purchaser.


(S.K. Sarkar)
General Manager

i/c Contracts & Procurement
NEEPCO Ltd., Shillong.