

एन एच पी सी लिमिटेड
NHPC LIMITED
(भारत सरकार का उद्भ्रम)
(A GOVT. OF INDIA ENTERPRISE)



तीस्ता-V पावर स्टेशन
Teesta-V Power Station, Balutar

निविदा प्रपत्र

TENDER DOCUMENT

कार्य का नाम :	सिक्किम राज्य में होर्डिंग्स के माध्यम से विद्युत मंत्रालय, भारत सरकार की उपलब्धियों का व्यापक प्रचार-प्रसार हेतु।
Name of Work:	Wide publicity of achievements of Ministry of Power, Government of India through hoardings in the State of Sikkim.
अनुमानित लागत:	Rs. 11,08,154/-
Estimated Cost:	Rs. 11,08,154/-
धरोहर राशि:	Rs. 22,000/-
Earnest Money:	Rs. 22,000/-
कार्य पूरा करने की अवधि:	2 (दो) सप्ताह
Completion Time:	2 (Two) Weeks

(This document is meant for exclusive purpose of bidding against this specification and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued)

ठेकेदार के हस्ताक्षर
Signature of Contractor

टिप्पणी: इस निविदा प्रपत्र में कानूनी विवचेना के प्रयोजन से अंग्रेजी रूपांतरण विधिमान्य होगा।
Note: For legal interpretation English version shall hold good in this tender document.

अनुभाग-I Section-I

ई-निविदा आमंत्रणसूचना NOTICE INVITING E-TENDER (Limited Tender Enquiry)



एनएचपीसीलिमिटेड
NHPC LIMITED
 (भारतसरकारकाउद्यम)
 (A Govt. of India Enterprise)
 तीस्ताV पावरस्टेशन
Teesta V Power Station
 सिंगतम, पूर्वीसिक्किम- 737134
 Singtam, East Sikkim-
 737134...



IS/ISO 9001 IS/ISO 14001 IS 18001
 आईएमएसप्रमाणितपावरस्टेशन
 IMS certified Power Station
 दूरभाष/Ph: 03592-247349
 फ़ैक्स/Fax: 03592-247227/349
 Email: teestav-contract@nhpc.nic.in
 CIN No. L40101HR1975GOI032564

No. NH/TSV/Cont/CC-318/NIT-882/2023-24/776

Dated:01/01/2024

Domestic Competitive Bidding (On Limited Tender basis)

(E-Tendering-Web Notice)

1. Online “**Item rate/Percentage Rate**” bids are invited through **Domestic Competitive Bidding in Single Stage-Two Part Bidding** Basis {i.e. Part-I (Cover-I): Technical- Bid and Part-II (Cover-II): Financial Bid} for and on behalf of NHPC Ltd. (A Govt. of India Enterprise) from shortlisted eligible sole bidders for the work of “**Wide publicity of achievements of Ministry of Power, Government of India through hoardings in the State of Sikkim.**”

Complete Bid Documents/Tender Document can be viewed and down loaded from Central Public Procurement (CPP) Portal <http://eprocure.gov.in/eprocure/app>. The site can also be viewed through e-procurement corner of NHPC website www.nhpcindia.com and CPP Portal. Any Bidder who wishes to quote for this Tender can be download the Tender Document from aforesaid portal after online Bidder registration for e-tendering.

The brief details of the tender are as under: -

Sl. No.	Item	Description
i)	Mode of tendering	e-Procurement System Cover-I: Online Techno-Commercial Bid Cover-II: Price Bid
ii)	Tender ID No.	2024_NHPC_788187_1
	Tender Reference No.	NH/TSV/Cont/CC-318/NIT-882/2023-24/776 Dated:01/01/2024
iii)	Estimated Cost (Rs.)	Rs. 11,08,154/-
iv)	Cost of bid document	Not Applicable
v)	Bid Security (EMD)	Rs. 22,000/- (Rupees twenty two Thousand Only) in the form of Crossed Demand Draft/ BG in favour of “NHPC Limited” payable at Singtam, East Sikkim. The firm is exempted from furnishing the EMD if registered as per ITB clause13.7(ii)
vi)	Period of Bid Validity	120 days as per ITB clause 12
vii)	Completion Period	2 (Two) Weeks
viii)	Independent External Monitor	Dr. Vinod Aggarwal and Sh. Prabhash Singh
ix)	Tender inviting Authority	Dy. General Manager (Elect.) Contract Division, Teesta-V Power Station, Balutar, Singtam, Distt : East Sikkim-737134 E-mail: teestav-contract@nhpc.nic.in

Critical Dates of Tender:

Sr. No.	Items	Description
(i)	Publish Date &Time	01/01/2024 at 15:00 Hrs
(ii)	Document Download Start Date &Time	01/01/2024 at 15:00 Hrs
(iii)	Pre bid meeting date & time (If any)	01/01/2024 at 15:00 Hrs
(iv)	Bid Submission Start Date &Time	01/01/2024 at 15:00 Hrs
(v)	Online Bid Submission closing Date &Time	08/01/2024 at 17:30 Hrs
(vi)	Offline submission closing (Date & Time)	Address 1: Dy. General Manager (Elect.), Procurement & Contract Division, Teesta-V Power Station, Balutar, Singtam, Distt : East Sikkim-737134 10/01/2024 at 16:30 Hrs
(vii)	Online bid Opening (Cover-I)	12/01/2024 at 16:00 Hrs
(viii)	Price Bid Opening (Cover-II)	Venue, date & time to be intimated later to the bidders whose techno-commercial bids will be found responsive.

2. Eligible Bidders
2.1 This Invitation for Bid is open to:

- The bidders who are incorporated legal entity and are legally and financially autonomous and operate under commercial law of their respective jurisdiction.
- Shortlisted bidders (as per approved list) found suitable for this work whose Login IDs has been configured by the employer at CPP Portal.

2.2 Bidders shall not have been banned/ de-listed/ black listed/ debarred from business on the ground mentioned in para 6 of Guidelines on Banning of Business dealings (Annexure-A) to Integrity Pact. Self-Declaration in this regard is to be submitted as per the enclosed proforma. (Forms-6, Section-III)
2.3 The Bidders whose contract(s) have been terminated due to poor performance by employer, shall not be allowed to participate in the bidding process for next 5 years w.e.f the date of notification of termination.
2.4 To improve transparency and fairness in the tendering process the Employer is implementing Integrity Pact. The Integrity Pact, signed by all the prospective Bidders and the Employer, shall commit the persons/officials of both the parties, not to exercise any corrupt/ fraudulent/collusive/coercive practices in the Tendering process and also during implementation of the Contract. Only those Bidders who have entered into Integrity Pact with the Employer shall be eligible to participate in the bidding process.

All Applicants shall enter into an Integrity Pact (to be executed on plain paper) with the Employer at the time of submission of their Bids. The Integrity Pact digitally signed on behalf of the Employer is provided as Form 7 Section III. The Integrity Pact shall be downloaded, printed and signed by the Applicant and the hard copy shall be submitted. The scanned copy shall be submitted online and hard copy off line.

Successful bidder shall submit duly executed Integrity pact on Non-Judicial Stamp paper of appropriate

To oversee the compliance of obligation under the Integrity Pact, Dr. Vinod Aggarwal and Sh. Prabhash Singh has been appointed as Independent External Monitor (IEM) by the Employer. The Contact addresses of IEM are as under:

Dr. Vinod Aggrawal, B-103, Sarvodaya Enclave, 2 nd Floor, New Delhi-110017 E-mail: arsv50@gmail.com	Dr. Prabhash Singh, E& M 702, Housing Board Colony, Arera Colony, Bhopal, Madhya Pradesh-462016 E-mail: srgmhrbpl@gmail.com
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3. Qualification of the Bidder

3.1 All bidders shall include the following information and documents with their bids in, Qualification Information unless otherwise stated in the ITB:

- a) Copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the Bidder. In case of enlisted bidders, only updation of documents (related to constitution or legal status, place of registration, and principal place of business) submitted during submission of enlistment shall be submitted. Additional information as sought in the Form-1 General Information, Section-III shall be provided.;
- b) Updated financial information (if any) shall be submitted.

~~e) The proposed methodology (Schedule-G in separate sheets) and programme of construction (in Schedule-E), backed with equipment planning and deployment (in Schedule-F), duly supported with broad calculations, justifying their capability of execution and completion of the work as per technical specifications and within the stipulated period of completion.~~

~~Note: Schedule E,F,G can be deleted by projects for small value of work and depending up on the nature of works.~~

3.2A Each bidder must also produce with their Bid:

- i) Copies of PAN No., GST Registration No., EPF Registration No. and ESIC Registration No. **In case of Agency is of proprietary in nature, Aadhar Card linked with PAN Number must be submitted;**
- ii) A declaration that the information furnished with the bid documents is correct in all respects in form-5, form of declaration, Section-III.
- iii) Such other certificates if any as defined in the ITB.
- iv) A certificate on letter pad shall be submitted by the bidder to the effect that the contractor shall not assign, sub-let or sub-contract all or any part of its rights, liabilities, or obligations to be performed without NHPC's prior written permission.**

3.2B ~~To qualify for Contract for which bids are invited in the Notice Inviting Tender, the bidder must demonstrate having work experience, financial capability and resources sufficient to meet the aggregate of the qualifying criteria. Failure to produce the certificates and documents in clauses 3.1 and 3.2(A) shall make the bid non-responsive.~~

3.2C **All Start-ups (whether MSEs or otherwise, falling within the definition as per Gazette notification), are exempted from meeting the qualification criteria in respect of Prior Experience-Prior Turnover. However, , availability of trained/experienced manpower and other resources are prerequisite for such relaxation to ensure quality and technical specification.**

However, in case of circumstances (like procurement of items related to public safety, health, critical security operations and equipments etc.) where purchaser may prefer the vendors to have prior

experience rather than giving orders to new entities, such procurements, wherever adequate justifications exists, the purchaser may not relax the criteria of prior experience/turnover for the start-ups.

3.3 Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

(i) Made misleading or false representations in the forms, statements, declarations and attachments submitted in proof of the qualification requirements; and/or

(ii) Participated in the previous bidding for the same work and had quoted abnormally high or low bid prices and could not furnish rational justification for it to the Employer.

4. Time for Completion

The successful bidder shall complete the entire work within the time specified at SI no. -1, to be reckoned from the date of issue of Letter of Acceptance.

5. Tender must be accompanied by the Earnest money of the amount specified for the work in the table.

6. As per Govt. Guidelines, for Bidder(s) registered as Micro and Small Enterprises, the cost of tender document and Earnest Money deposit will not be applicable. However, the proof for the same shall be submitted for eligibility.

7. Pre-Bid Meeting

a) A pre-Bid meeting open to all the prospective bidder (s) will be held at venue, date and time as per SI. No. - 1 wherein they shall be given an opportunity to obtain clarifications, if any, regarding the work and bid conditions.

b) Prospective bidder (s) may submit their queries, if any, by e-mail/courier/fax at address stated at para-8 at least 03 days before the pre-bid meeting so that same can be replied during the meeting.

8. Bid submission

i) Online Bid Submission – Technical Bid (Cover-I) (Refer Section- II i.e. ITB) and Price Bid (Cover-II) (electronic format) complete in all respect must be uploaded at the aforesaid portal date & time as per SI. No. 1.

ii) Offline Bid Submission (Refer Section- II i.e. ITB) complete in all respect must be delivered in sealed envelopes to the address, date & time as per SI. No. 1, which may be after opening of Technical bid).

In the event of the specified date or amendment if any for the submission of bids being declared a holiday for the Employer, the hard copy of the documents will be received up to the specified time on the next working day. Similarly, in the event of the specified date or amendment if any for the opening of bids being declared a holiday for the Employer, the opening shall be carried out at the specified time on the next working day. However, the date and time for online submission of the Bids shall continue to be the date and time specified or amendment if any.

9. The currency for the Bid shall be Indian Rupee only.

10. Bids shall be valid for a period as mentioned in SI no. 1 after the deadline for Bid submission. If any Bidder withdraws his Bid before the said period or makes any modification in his Bid, the Earnest Money deposit of the Bidder shall be forfeited.

11. The Techno-commercial Bid shall be opened online at venue date & time as per Si. No.-1. the time and date of opening of Financial Bid of bidders qualified the technical bid shall be communicated to them at later date after evaluations of technical bids. The Employer/Tender inviting Authority at his discretion may open Technical and Financial Bid simultaneously and evaluate the Bid completely.

12. E-tendering: Instruction for online bid submission

The Techno-commercial Bid and Price Bid to be submitted on-line at Central Public Procurement e-Portal <http://eprocure.gov.in/eprocure/app>. The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement (CPP) Portal, using valid Digital Signature

Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

12.1 REGISTRATION:

- (i) Bidders are required to enrol on the E-Procurement module of the Central Public Procurement Portal by using the “Online Bidder Enrolment” option available on the home page. Enrolment on CPP Portal is free of charge.
- (ii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iii) During enrolment/ registration, the bidders should provide the correct/ true information including valid email-id & mobile no. All the correspondence shall be made directly with the contractors/ bidders through email-id provided.
- (iv) For e-tendering possession of valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) is mandatory which can be obtained from SIFY/ N-Code/ E-Mudra or any Certifying Authority recognized by CCA India on E-Token/ Smart Card.
- (v) Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- (vi) Only one valid DSC should be registered by a bidder. Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse and should ensure safety of the same.
- (vii) Bidders can then log into the site through the secured login by entering their user ID/ password and the password of the DSC/ E-Token.

12.2 Searching for Tender documents:

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents/ tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. The bidders through SMS/ e-mail in case there is any corrigendum issued to the tender document. This would enable the CPP Portal to intimate the bidders through SMS/ e-mail in case there is any corrigendum issued to the tender document.
- c) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/ help from the Helpdesk.

12.3 Preparation for submission of Bid:

- a) For preparation of bid Bidders shall search the tender from published tender list available on site and download the complete tender document and should take into account corrigendum if any published before submitting their bids. After selecting the tender document same shall be moved to the ‘My favourite’ folder of bidders account from where bidder can view all the details of the tender document.
- b) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall note the number of covers in which the bid documents have to be submitted, the number of documents –including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Any clarifications if required, then same may be obtained online through the tender site, or through the contact details given in the tender document.
- d) Bidders should get ready in advance the bid documents in the required format to be submitted as indicated in the tender document/schedule in PDF/xls/rar/dwf/jpg formats. If there is more than

one document, they can clubbed together using zip format. **Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.**

- e) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, Annual Reports, Auditor Certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” or “Other Important Documents” area as per tender requirements while submitting the bid, and need not be uploaded again and again. This will lead to reduction in the time required for bid submission process.

12.4 SUBMISSION OF BIDS:

- i) Bidder should log into the site well in advance for bid submission so that he/ she upload the bid in time i.e. on or before the bid submission time.
- ii) Bidder should prepare the Tender Fee and EMD as per the instructions specified in the NIT/ tender document. The details of the DD/BC/BG/ others physically sent should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- iii) While submitting the bids online, the bidder shall read the terms & conditions (of CPP portal) and accepts the same in order to proceed further to submit their bid.
- iv) Bidders shall select the payment option as 'offline' to pay the Tender Fee/ EMD as applicable and enter details of the DD/BC/BG/others.
- v) Bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender document.
- vi) Bidders shall note that the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender document without any exception and have understood the complete tender document and are clear about the requirements of the tender document.
- vii) Bidder shall note that each document to be uploaded for the tender should be less than 2 MB. If any document is more than 2 MB, it can be reduced through zip/rar and the same can be uploaded. For the file size of less than 1 MB, the transaction uploading time will be very fast.
- viii) Utmost care shall be taken for uploading Schedule of quantities & Prices and any change/ modification of the price schedule shall render it unfit for bidding. Bidders shall download the Bill of Quantities, in XLS format and save it without changing the name of the file. Bidder shall quote their rate in figures in the appropriate cells, thereafter save and upload the file in financial bid cover (Price bid) only. If the template of Bill of Quantities file is found to be modified by the bidder, the bid will be rejected and further dealt as per provision of clause no 14.0 of ITB including forfeiture of EMD. The bidders are cautioned that uploading of financial bid elsewhere i.e. other than in cover 2 will result in rejection of the tender.
- ix) Bidders shall submit their bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). **The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.**
- x) After the bid submission (i.e. after Clicking “**Freeze Bid Submission**” in the portal), the bidders shall take print out of system generated acknowledgement number, and keep it as a record of evidence for online submission of bid, which will also act as an entry pass to participate in the

- bid opening.
- xi) Bidders should follow the server time being displayed on bidder's dashboard top of the tender site, which shall be considered valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system
- xii) All the documents being submitted by the bidders would be encrypted using PKI (Public Key Infrastructure) encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology.

ASSISTANCE TO BIDDERS:

- i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24X7 CPP Portal Helpdesk.

Toll Free Number **0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787, E-mail: support-eproc@nic.in.**

13. Any corrigendum, subsequent amendments and / or extension of date, if any, for submission of Bids shall be posted on the portal <http://eprocure.gov.in/eprocure/app>. Bidder(s) are advised to visit the portal regularly before the deadline for submission of Bids.
14. The employer reserves the right to accept or reject any Bid and to cancel the Bidding process and reject all Bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or Bidder(s). However, the Bidder(s) who wish to seek reasons for such decision of cancellation/rejection shall be informed of the same by Employer unless its disclosure reasonably could be expected to affect the sovereignty and integrity of India, the security, strategic, scientific or economic interest of the state or lead to incitement of an offence.
15. In case of any difference between wordings of English and Hindi version of 'Notice Inviting Tender', English version shall prevail.
16. All offline documents shall reach in the office of Dy. General Manager (Elect.), Contract Division, Teesta -V Power Station, NHPC Ltd., Balutar, PO- Singtam, East Sikkim, Pin: 737134 latest by **10.01.2024 at 16:30 Hrs**. No reliable courier service is available in the Balutar area. Bidders are advised to send their offline bids through speed post/registered post well in advance to avoid any postal delay. Any query regarding non-receipt/late receipt or loss in transit of tender shall not be entertained & shall be dealt with various provisions contained in tender document.
17. **COURT OF COMPETENT JURISDICTION:** Any legal action taken or proceeding initiated on any of the terms of the contract shall be only in the jurisdiction of Hon'ble High Court of Sikkim.

(For & on behalf of NHPC Ltd.)

**Dy. General Manager (Elect.)
Contract Division
Teesta-V Power Station
Email: teestav-contract@nhpc.nic.in**