



NHPC Limited
(A Government of India Enterprise)
India's Premier Hydro Power Utility

SECTION-I

Contracts (E&M) Division,

NHPC Office Complex,
Sector-33 Faridabad (HR)
Tele Fax No. 0129- 2254687

NOTICE INVITING E-TENDER (NIT)

(Domestic Open Competitive Bidding)

Online electronic bids (E-tenders) under two cover system are invited on behalf of NHPC Limited Faridabad (A Public Sector Enterprise of the Government of India) from domestic bidders registered in India for **“Three years Rate Contract for supply of 300 nos Class III Digital Signature Certificates (DSC) at NHPC Corporate office, Faridabad”**, vide Tender Specification No: **NH/Conts(E&M-III)/CO-128/PR10023/357/2024** as briefly described hereunder:

Tender document can be viewed and downloaded from NHPC Limited website www.nhpcindia.com (for reference only) and Central Public Procurement (CPPP) Portal <http://eprocure.gov.in/eprocure/app>.

The bid is to be submitted online only on <http://eprocure.gov.in/eprocure/app> up to last date and time of submission of tender. Sale of hard copy of tender document is not applicable.

1. BRIEF DETAILS & CRITICAL DATES OF TENDER:

1.1 Brief Details of Tender:

S. No.	Item	Description
1	Name of work	Three years Rate Contract for supply of 300 nos Class III Digital Signature Certificates (DSC) at NHPC Corporate office, Faridabad.
2	Tender Specification No.	NH/Conts(E&M-III)/CO-128/PR10023/357/2024
3	Mode of tendering	e-procurement system (Open Tender)
4	Tender ID	2024_NHPC_792680_1
5	Estimated Cost	Rs 3,53,646.00/- (including taxes) for three years
6	Tender Document Fee	Rs. 500/-
7	EMD (Bid Security)	Rs.7000/- (Seven Thousand Only)
8	Empanelment Period /	Empanelment for 3 years

9	Required validity of Bid	120 days from the last date of online bid submission
10	Tender Inviting Authority	General Manager (E), Contracts (E&M)-III, 2 nd Floor, Jyoti Sadan, NHPC Office Complex, Sector-33, Faridabad- 121003 (Haryana), Telephone no. # 0129-2254687, E-mail: rakesh_k@nhpc.nic.in

1.2 Critical Dates of Tender:

S. No.	Particulars	Date & Time
1	Publish date and time	05.02.2024 (13:00 Hrs)
2	Sale/ Document Download Start Date & Time	05.02.2024 (13:00 Hrs)
3	Sale/ Document Download End Date & Time	25.02.2024 (17:00 Hrs)
4	Online Bid Submission Start Date & Time	05.02.2024 (13:30 Hrs)
5	Online Bid Submission End Date & Time	26.02.2024 (17:00 Hrs)
6	Last date of submission of EMD and other offline supporting document at "General Manager (E), Contracts (E&M)-III, 2 nd Floor, Jyoti Sadan, NHPC Office Complex, Sector-33, Faridabad -121003 (Haryana), Telefax # 0129-2254687, email: rakesh_k@nhpc.nic.in	27.02.2024 (17:00 Hrs).
7	Bid Opening Date & Time i. Technical bid (Online & Offline) ii. Price bid	i. 28.02.2024 (11:00 Hrs). ii. To be intimated separately.

Note: In case the last date of online bid submission and due date of opening of bids is auto-extended on CPP portal, the last date of submission of offline supporting documents at 1.2 (6) above shall be one working day previous to the extended due date of opening of bids and time shall be 1700 Hrs. (Saturday & Sunday are non-working days in Corporate Office, NHPC Limited, Faridabad).

2.0 Eligibility Criteria for Bidders:

- 2.1 Bids of those Bidders who have not submitted the requisite Cost of bidding document and EMD (as per ITB Clause 3.0 & 4.0) shall not be considered for evaluation, except in case of exemption as per Clause No. 3.2 & Clause No. 4.1 of ITB.



Further, those Bidders who fail to declare Udyam Registration Number on Central Public Procurement Portal (CPPP) shall not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs Order, 2012 issued by Ministry of Micro, Small & Medium Enterprises for tenders invited electronically through CPPP. Such bidders shall be treated as non-MSE bidders and bids of such Bidders shall be considered only if it is accompanied by Cost of bidding document & Bid Security.

Registration on CPPP can be done using following steps:

Login ---> to User Management ---> My Account ----->Privileges ---> UDYAM-> Select "registered" -----> Enter (Registration Number & Mobile no.) -----> Click Next ----->Validate data Click " Verify & Save".

2.2 The following minimum Qualifying criteria has been set forth for the procurement:-

- 2.2.1** Technical Support/Issuing Office: The office of supplier/Registration Authority (RA) should be located in Delhi-NCR. The Notarized copy of documentary evidence (in the form of telephone bill/electricity bill/ municipality bill/tax registration certificate etc) or self-declaration certificate (along with address and contact details) in this regard should be submitted by the bidder.
- 2.2.2** Authorized Dealer/Registration Authority (RA) should be authorized by *CA (Certifying Authority). In this regard Relevant authorization certificate by CA should be submitted. Note: *CA (Certifying Authority) means: "Who are licensed by Controller of Certifying Authority (CCA), Govt. of India under provisions of IT Act and includes CA infrastructure for issuing Digital Signature Certificates. The list of certifying authorities available on CAA web site: <http://cca.gov.in/about.html>."
- 2.2.3** The Bidder should have experience of having successfully completed two *similar supplies during last 7 years prior to the last day of month previous to the one in which tenders are invited. *Similar supplies means "Supply of Digital Signature Certificates (DSC)".

In support of above, the bidders shall submit the notarized copy of the following documents to establish the successful completion of the awarded works:

1. Notarized copy of Supply order/Work order.
2. Notarized copy of successful completion certificate signed/issued by Purchaser/ Owner.
3. In case Purchaser/ Owner issuing experience certificate is nongovernment entity, the bidders shall also submit notarized copy of TDS certificate for corresponding value of Supply Orders/ Work Orders issued by the Purchaser/ Owner

NOTE: The reference date for considering the period for eligibility/ qualification requirements above shall be the last day of the month previous to the one in which tenders are invited.

Relaxation of norms for Startups Enterprises and Micro & Small Enterprises (MSEs):

- 2.2.4 All Startups (whether MSEs or otherwise), falling within the definition as per Gazette notification-G.S.R.501 (E) dated 23.05.2017 or as amended from time to time are exempted from meeting the qualification criteria in respect of Prior Experience-Prior Turnover as per para 2.2 subject to their meeting the quality and technical specifications.

The necessary Declaration/ Undertaking as per 'Annexure- IX & X of Section-I' appended hereto is required to be submitted/ enclosed by the bidder with bid alongwith notarized copy of valid certificate of recognition issued by DIPP.

- 2.2.5 All Micro and Small Enterprises (MSEs) are also exempted from meeting the qualification criteria in respect of Prior Experience-Prior Turnover as per para 2.2 subject to their meeting the quality and technical specifications.

Micro and Small Enterprises (MSEs) firms registered for any other stores and not for the goods/ services covered under this tender document will be treated as unregistered. Tenders received from such unregistered firms are liable to be summarily rejected. However, such firms submitting cost of tender fee & Bid Security and meeting the Qualifying Criteria as per para 2.2 will be considered for further evaluation.

- 2.2.6 The reference date for considering the period for eligibility/ qualification requirements above shall be the last day of the month previous to the one in which tenders are invited.

- 2.3 The Bidder should not have been banned/ de-listed/ black listed/ debarred from business or declared ineligible on the grounds mentioned in para 6 of Guidelines on Banning of Business Dealings (Annexure-II). Self-declaration in this regard is to be submitted by the Bidder as per Annexure-VII.

- 2.4 To improve transparency and fairness in tendering process and/or during execution of work undertaken, the Purchaser is implementing Guidelines on Banning of Business Dealings (Annexure-II of ITB). The bidder must submit the enclosed Guidelines on Banning of Business Dealings as per Proforma (Annexure-II of ITB) duly signed.

- 2.5 The Bidder, against whom proceedings for insolvency under the Insolvency and Bankruptcy code 2016, or as amended from time to time, have started, shall not be eligible for bidding. Self-declaration in this regard is to be submitted as per enclosed Proforma (Annexure-XII)



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- 2.6 Bids of only those Bidders who are meeting the Eligibility Criteria specified above will be considered for evaluation and award of the contract. Bidders will submit requisite supporting documents and testimonials with their Bids to prove their credentials and claim of meeting the Eligibility Criteria. Subcontractors' technical experience and financial resources shall not be taken into account in determining the Bidder's compliance with the qualifying criteria.
- 3.0 The details/ information regarding online tendering i.e. Registration on CPP Portal, Preparation of Bid and Submission of bid are available in the tender document and as well as on CPP Portal under "Bidders Manual Kit".
- 4.0 NHPC reserves the right to reject any or all tenders and shall not be bound to assign any reason for such rejection.

For & on behalf of NHPC Ltd.

**General Manager (E),
Contracts (E&M)-III,**
2nd Floor, Jyoti Sadan, NHPC Office Complex,
Sector-33, Faridabad-121003 (Haryana),
Telefax # 0129 -2254687
E-mail: rakesh_k@nhpc.nic.in



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SECTION-I

एनएचपीसी लिमिटेड
NHPC Limited
CIN: L40101HR1975GOI032564

संविदा (वि. एवं यॉ) विभाग,
एनएचपीसी ऑफिस कॉम्प्लेक्स,
सैक्टर-33, फरीदाबाद, हरियाणा
दूरभाष- 0129-2550040

ई-निविदा आमंत्रण सूचना (एनआईटी)

(घरेलू खुली प्रतिस्पर्धात्मक बोली)

भारत में पंजीकृत घरेलू बोलीदाताओं से एनएचपीसी लिमिटेड (भारत सरकार का उद्यम), फरीदाबाद की ओर से दो कवर प्रणाली के अंतर्गत, "एनएचपीसी निगम मुख्यालय में 300 नग क्लास- III डिजिटल हस्ताक्षर सर्टिफिकेट (DSC) की आपूर्ति के लिए तीन वर्षों की दर अनुबंध" के लिए ऑनलाइन इलेक्ट्रॉनिक बोलियाँ (ई-टेंडर), निविदा विनिर्देश संख्या: NH/Conts(E&M-III)/CO-118/PR10023/357/2024 द्वारा आमंत्रित हैं।

निविदा दस्तावेज एनएचपीसी लिमिटेड वेबसाइट www.nhpcindia.com (केवल संदर्भ के लिए) एवं सेंट्रल पब्लिक प्रोक्योरमेंट पोर्टल (CPPP), <http://eprocure.gov.in/eprocure/app> से देखा व डाउनलोड किया जा सकता है और केवल इलेक्ट्रॉनिक ऑनलाइन बोली को ही, निविदा प्रस्तुति की आखिरी तारीख एवं समय तक, सीपीपी पोर्टल (<http://eprocure.gov/eprocure/app>) पर प्रस्तुत करना है। दस्तावेज की हार्ड कॉपी की बिक्री लागू नहीं है।

1.0 निविदा का संक्षिप्त विवरण व विशिष्ट तिथियाँ:

1.1 निविदा का संक्षिप्त विवरण:

S. No.	Item	Description
1	कार्य का नाम	"एनएचपीसी निगम मुख्यालय में 300 नग क्लास- III डिजिटल हस्ताक्षर सर्टिफिकेट (DSC) की आपूर्ति के लिए तीन वर्षों की दर अनुबंध"
2	निविदा विनिर्देश संख्या	NH/Conts(E&M-III)/CO-128/PR10023/357/2024
3	निविदा की विधि	ई-प्रोक्योरमेंट प्रणाली (खुली निविदा)
4	निविदा आईडी	2024_NHPC_792680_1
5	अनुमानित लागत	Rs 3,53,646.00/- (कर सहित) तीन (3) वर्ष के लिए

6	निविदा दस्तावेज शुल्क	रु. 500/-
7	धरोहर राशि	रु.70000/- (सात हजार मात्र)
8	पूरा होने की अवधि /	3 वर्ष
9	बोली के लिए बिड की वैधता अवधि	ऑनलाइन बिड जमा करने की आखरीतारीख से 120 दिन
10	निविदा आमंत्रण प्राधिकारी	महाप्रबन्धक (विद्युत), संविदा (ई एंड एम)-III विभाग, दूसरी मंजिल, ज्योति सदन, एनएचपीसी ऑफिस कॉम्प्लेक्स, सैक्टर-33, फ़रीदाबाद, हरियाणा-121003 दूरभाष- 0129-2254687 ई-मेल: rakesh_k@nhpc.nic.in

1.2 निविदा की महत्वपूर्ण तिथियाँ:

क्र. सं.	विवरण	दिनांक एवं समय
1	प्रकाशन तिथि एवं समय	05.02.2024 (13:00 Hrs)
2	डॉक्युमेंट बेचने/डाउन लोड करने के लिए प्रारंभ तिथि व समय	05.02.2024 (13:00 Hrs)
3	डॉक्युमेंट बेचने/ डाउन लोड करने के लिए अंतिम तिथि व समय	25.02.2024 (17:00 Hrs)
4	ऑनलाइन बिड जमा करने की प्रारंभ तिथि व समय	05.02.2024 (13:30 Hrs)
5	ऑनलाइन बिड जमा करने की अंतिम तिथि व समय	26.02.2024 (17:00 Hrs)
6	ईएमडी और अन्य ऑफ़लाइन समर्थन दस्तावेज निम्नलिखित पते पर प्रस्तुत करने की अंतिम तिथि "महाप्रबन्धक (विद्युत), संविदा (ई एंड एम)-IV विभाग, दूसरी मंजिल, ज्योति सदन एनएचपीसी ऑफिस कॉम्प्लेक्स, सैक्टर-33, फ़रीदाबाद, हरियाणा-121003 दूरभाष- 0129-2254687 ई-मेल: rakesh_k@nhpc.nic.in"	27.02.2024 (17:00 Hrs).
7	बिड खोलने की तिथि एवं समय:	iii. 28.02.2024 (11:00 Hrs).

i. तकनीकी व व्यवसायिक बीड (ऑनलाइन एवं ऑफलाइन)	iv. To be intimated separately.
ii. मूल्य बिड	

Note: In case the last date of online bid submission and due date of opening of bids is auto-extended on CPP portal, the last date of submission of offline supporting documents at 1.2 (6) above shall be one working day previous to the extended due date of opening of bids and time shall be 1700 Hrs. (Saturday & Sunday are non-working days in Corporate Office, NHPC Limited, Faridabad).

2.0 बोलीदाताओं के लिए पात्रता मानदंड:

2.1 उन बोलीदाताओं की बोली जिन्होंने अपेक्षित निविदा दस्तावेज़ शुल्क और ईएमडी (बोलीदाताओं के लिए निर्देश (आईटीबी) खंड 3.0 व 9.0 के निर्देशों के अनुसार) जमा नहीं किया है, सिवाए आईटीबी के खंड 3.2 और खंड 9.1 के अनुसार छूट पाए मामलों को छोड़कर, के निविदा मूल्यांकन पर विचार नहीं किया जाएगा।

Further, those Bidders who fail to declare Udyam Registration Number on Central Public Procurement Portal (CPPP) shall not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs Order, 2012 issued by Ministry of Micro, Small & Medium Enterprises for tenders invited electronically through CPPP. Such bidders shall be treated as non-MSE bidders and bids of such Bidders shall be considered only if it is accompanied by Cost of bidding document & Bid Security.

Registration on CPPP can be done using following steps:

Login ---> to User Management ---> My Account ----->Privileges ---> UDYAM--> Select "registered" -----> Enter (Registration Number & Mobile no.) -----> Click Next ----->Validate data Click " Verify & Save".

2.2 बोलीदाताओं को निम्नलिखित न्यूनतम योग्यता मानदंड को अवश्य पूरा करना होगा:-

- 2.2.1** Technical Support/Issuing Office: The office of supplier/Registration Authority (RA) should be located in Delhi-NCR. The Notarized copy of documentary evidence (in the form of telephone bill/electricity bill/ municipality bill/tax registration certificate etc) or self-declaration certificate (along with address and contact details) in this regard should be submitted by the bidder.
- 2.2.2** Authorized Dealer/Registration Authority (RA) should be authorized by *CA (Certifying Authority). In this regard Relevant authorization certificate by CA should be submitted. Note: *CA (Certifying Authority) means: "Who are licensed by Controller of Certifying Authority (CCA), Govt. of India under provisions of IT Act and includes CA infrastructure for issuing Digital Signature Certificates. The list of certifying authorities available on CAA web site: <http://cca.gov.in/about.html>."
- 2.2.3** The Bidder should have experience of having successfully completed two *similar supplies during last 7 years prior to the last day of month previous to the one in which tenders are invited. *Similar supplies means "Supply of Digital Signature Certificates (DSC)".



SECTION-I

In support of above, the bidders shall submit the notarized copy of the following documents to establish the successful completion of the awarded works:

1. Notarized copy of Supply order/Work order.
2. Notarized copy of successful completion certificate signed/issued by Purchaser/ Owner.
3. In case Purchaser/ Owner issuing experience certificate is nongovernment entity, the bidders shall also submit notarized copy of TDS certificate for corresponding value of Supply Orders/ Work Orders issued by the Purchaser/ Owner

NOTE: The reference date for considering the period for eligibility/ qualification requirements above shall be the last day of the month previous to the one in which tenders are invited .

Relaxation of norms for Startups Enterprises and Micro & Small Enterprises (MSEs):

- 2.2.4 All Startups (whether MSEs or otherwise), falling within the definition as per Gazette notification-G.S.R.501 (E) dated 23.05.2017 or as amended from time to time are exempted from meeting the qualification criteria in respect of Prior Experience-Prior Turnover as per para 2.2 subject to their meeting the quality and technical specifications.

The necessary Declaration/ Undertaking as per '**Annexure-IX & X of Section-I**' appended hereto is required to be submitted/ enclosed by the bidder with bid alongwith notarized copy of valid certificate of recognition issued by DIPP.

- 2.2.5 All Micro and Small Enterprises (MSEs) are also exempted from meeting the qualification criteria in respect of Prior Experience-Prior Turnover as per para 2.2 subject to their meeting the quality and technical specifications.

Micro and Small Enterprises (MSEs) firms registered for any other stores and not for the goods/ services covered under this tender document will be treated as unregistered. Tenders received from such unregistered firms are liable to be summarily rejected. However, such firms submitting cost of tender fee & Bid Security and meeting the Qualifying Criteria as per para 2.2 will be considered for further evaluation.

- 2.2.6 The reference date for considering the period for eligibility/ qualification requirements above shall be the last day of the month previous to the one in which tenders are invited.

- 2.3 The Bidder should not have been banned/ de-listed/ black listed/ debarred from business or declared ineligible on the grounds mentioned in para 6 of Guidelines on Banning of Business Dealings (Annexure-II). Self-declaration in this regard is to be submitted by the Bidder as per Annexure-VII.

- 2.4 To improve transparency and fairness in tendering process and/or during execution of work undertaken, the Purchaser is implementing Guidelines on Banning of Business Dealings (Annexure-II of ITB). The bidder must submit the enclosed Guidelines on Banning of Business Dealings as per Proforma (Annexure-II of ITB) duly signed.

- 2.5 The Bidder, against whom proceedings for insolvency under the Insolvency and Bankruptcy code 2016, or as amended from time to time, have started, shall not be eligible for bidding. Self-declaration in this regard is to be submitted as per enclosed Proforma (Annexure-XII)

- 2.6 केवल उन बोलीदाताओं जो ऊपर निर्दिष्ट योग्यता मानदंड को पूरा कर रहे हैं की बोलियों के मूल्यांकन और अनुबंध के अवार्ड के लिए विचार किया जाएगा। बोलीदाताओं को अपनी साख और योग्यता मानदंड को पूरा करने के दावे को साबित करने के लिए अपनी बोली के साथ अपेक्षित समर्थनकारी दस्तावेज एवं प्रमाण पत्र प्रस्तुत करने होंगे। उप-ठेकेदार के तकनीकी अनुभव और वित्तीय संसाधनों को बोलीदाता के योग्यता मानदंड के अनुपालन का निर्धारण करने में विचार में नहीं लिया जाएगा।
3. ऑन लाइन टेंडरिंग संबंधी विवरण / जानकारी अर्थात सीपीपी पोर्टल पर पंजीकरण, बोली की तैयारी और बोली जमा करना निविदा दस्तावेज के साथ-साथ सीपीपी पोर्टल पर "Bidders Manual Kit" में भी उपलब्ध है।
4. एनएचपीसी किसी एक या सभी निविदाओं को अस्वीकार करने का अधिकार सुरक्षित रखता है और ऐसी अस्वीकृति के लिए एनएचपीसी कोई कारण बताने के लिए बाध्य नहीं होगी।
5. 'नोटिस आमंत्रण निविदा' के अंग्रेजी और हिन्दी संस्करण के शब्दों के बीच कोई अंतर होने पर, अंग्रेजी संस्करण मान्य होगा।

एनएचपीसी लिमिटेड के लिए और की ओर से



महाप्रबन्धक(विद्युत),
संविदा (ई एंड एम)-III विभाग,
दूसरी मंजिल, ज्योति सदन
एनएचपीसी ऑफिस कॉम्प्लेक्स,
सैक्टर-33, फ़रीदाबाद, हरियाणा-121003
दूरभाष- 0129-2254687