

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



तीस्ता-V पावर स्टेशन
Teesta-V Power Station, Balutar
निविदा प्रपत्र
TENDER DOCUMENT

FOR

तीस्ता-V पीएस, बालुतार, सिक्किम में केंद्रीय विद्यालय (ए-1 प्रकार) के निर्माण की योजना, डिजाइन और आकलन कार्य के लिए वास्तुकला परामर्श कार्य की भर्ती ।

(Hiring of Architectural Consultancy work for Planning, Designing and Estimating work of construction of Kendriya Vidyalaya (A-1 Type) at Teesta-V PS, Balutar, Sikkim.)

ON LIMITED TENDER BASIS

अनुमानित लागत: Rs. 8,64,310/-

Estimated Cost: Rs. 8,64,310/-

धरोहर राशि: Rs. 17,000/-

Earnest Money: Rs. 17,000/-

कार्य पूरा करने की अवधि: 03 वर्ष

Completion Time: 03 years

(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 विवचना के प्रयोजन से अंग्रेजी रूपांतरण विधिमान्य होगा।
Note: For legal interpretation English version shall hold good in this tender document.

TABLE OF CONTENTS

Tender document for Hiring of Architectural Consultancy work for Planning, Designing and Estimating work of construction of Kendriya Vidyalaya (A-1 Type) at Teesta-V PS, Balutar, Sikkim.

Section	Description	Page
Section-I	Notice Inviting E-Tender	
Section-II	Instructions to Bidders (ITB), Information for Bidders (IFB)	
Section-III	Letter of Tender Form, General Information, Form of declaration	
Section-IV	General Conditions of Contract (GCC)	
Section-V	Forms / Format	
Section-VI	Special Conditions of Contract (SCC)	
Section-VII	Schedule of Quantities and Prices	
Section-VIII	Technical Specifications	
Section-IX	Drawings	

अनुभाग-I

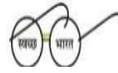
Section-I

ई-निविदा आमंत्रणसूचना
NOTICE INVITING E-TENDER

(Limited Tender Enquiry)



एनएचपीसीलिमिटेड
NHPC LIMITED
 (भारतसरकारकाउद्यम)
 (A Govt. of India Enterprise)
 तीस्ताVपावरस्टेशन
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-329/NIT-924/2024-25/57

Dated: 03/07/2024

Domestic Competitive Bidding on Limited Tender Basis

(E-tendering-Web Notice)

1. Online bids are invited through **Domestic Competitive Bidding on Limited Tender basis in Single Stage -Two Part Bidding** Basis {i.e. Part-I (Cover-I): Techno commercial Bid and Part-II (Cover-II): Financial Bid} for and on behalf of NHPC Ltd. (A Govt. of India Enterprise) from shortlisted prequalified Bidders for the procurement of goods/ services of **“Hiring of Architectural Consultancy work for Planning, Designing and Estimating work of construction of Kendriya Vidyalaya (A-1 Type) at Teesta-V PS, Balutar, Sikkim.”**

Complete Bid Documents/Tender Document can be viewed and downloaded from Gem Portal. The site can also be viewed through procurement corner of NHPC website <https://www.nhpcindia.com> and Gem Portal. Shortlisted prequalified Bidders who wish to quote for this Tender can 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 (Limited Tender basis) Cover-I: Techno-Commercial Bid Cover-II: Price Bid
ii)	Tender ID No.	GEM/2024/B/5117991
iii)	Tender reference No.	NH/TSV/Cont/CC-329/NIT-924/2024-25/57 Dated: 03/07/2024
iv)	Bid Security (EMD)	Rs. 17,000/- (Rupees Seventeen 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 NIT clause 6.0 and ITB 13.7
v)	Period of Bid Validity	120 days from the last date of online submission of bids.
vi)	Completion Period	03 Years.
viii)	Estimated cost	Rs. 8,64,310/-
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

x)	Independent External Monitor (IEM)	Dr. Vinod Aggarwal and Sh. Prabhash Singh
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The critical dates of tender are as under:

Sl. No.	Particulars	Date & Time
i)	Publishing Date & Time	As per GEM Portal
ii)	Document Download Start Date & Time	As per GEM Portal
iii)	Pre bid meeting Date & Time (Delete if not applicable)	Not Applicable
iv)	Last date of Receipt of clarification of Bid	As per GEM Portal
v)	Bid Submission Start Date & Time	As per GEM Portal
vi)	Online Bid Submission Closing Date & Time	As per GEM Portal
vii)	Offline submission closing (Address, date & time)	Venue: Dy. General Manager (Elect.), Procurement & Contract Division, Teesta-V Power Station, Balutar, Singtam, Distt : East Sikkim-737134 Date & time: within 05 days of Bid End date / Bid Opening date at 16:30 Hrs.
viii)	Online Bid Opening of Technical Bid (Cover-I)	Venue: Dy. General Manager (Elect.), Procurement & Contract Division, Teesta-V Power Station, Balutar, Singtam, Distt : East Sikkim-737134 Date & time: As per GEM Portal and end date of online bid submission end date.
ix)	Price bid Opening (Cover-II)	Dy. General Manager (Elect.), Procurement & Contract Division, Teesta-V Power Station, Balutar, Singtam, Distt : East Sikkim-737134 Date & time to be intimated later to the bidders whose Techno commercial Bids will be found responsive.
x)	Date & Time of Start of e-Reverse Auction (if applicable)	Shall be intimated separately

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 prequalified bidders (as per approved list) found suitable for this procurement whose Login IDs have been configured by the Purchaser/ Employer at CPP Portal.
 - Only Class-I and Class-II Local Supplier are eligible to bid as per Public Procurement (Preference to Make in India), Order-2017 issued by the Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry vide No. P-45021/2/2017-PP (BE-II) dated 16.09.2020 or as amended from time to time. Bidders shall submit undertaking/self-certificate regarding Local content in the format provided. Bidder shall also give details of the location(s) at which the local value addition is made.

OR

Bid reserved for Make In India products: : Procurement under this bid is reserved for purchase from Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products.

- Bidder shall comply with the provisions of “Restrictions under Rule 144(xi) of the General financial Rules (GFRs) 2017” issued by Department of Expenditure, Ministry of Finance dated 23.07.2020 and subsequent amendments.
- 2.2** Bidders shall not be under declaration of ineligibility for banning/ de-listing/ black listing/ debarment from business on the ground mentioned in para 6 of Guidelines on Banning of Business dealings (Annexure-A) to Integrity Pact (Clause No. 2.4 of ITB) at the time of submitting the bid and shall intimate immediately of any such banning/de-listing/ black-listing /debarring after submission of bid till award of Tender. Self-Declaration in this regard is to be submitted as per enclosed Proforma (Form-6, Section-III).
- 2.3** The Bidders whose contract(s) have been terminated due to unsatisfactory performance by employer in past, shall not be allowed to participate in the bidding process till completion of the ineligibility period. .
- 2.4** ~~To improve transparency and fairness in the tendering process and/or during execution of work undertaken, the Purchaser/Employer is implementing Integrity Pact.~~
- ~~The Integrity Pact, signed by all the prospective Bidders and the Purchaser/ 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 Purchaser/ 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 Purchaser/Employer at the time of submission of their Bids. The Integrity Pact digitally signed on behalf of the Purchaser/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 offline.~~

~~Successful bidder shall submit duly executed Integrity pact on Non-Judicial Stamp paper of appropriate value prior to signing of Contract Agreement.~~

~~To oversee the compliance under the Integrity pact, Name of IEM: **Dr. Vinod Agarwal and Sh. Prabhash Singh** has been appointed as an Independent External Monitor (IEM) by the Owner. The Contact Address of IEM is Dr. Vinod Agarwal, B-103, Sarvodaya Enclave, 2nd Floor, New Delhi-110017 and Sh. Prabhash Singh, E7 M702, Housing Board Colony, Arera Colony, Bhopal, Madhya Pradesh-462016.~~

~~Independent External Monitor for NHPC,
Room No. 214, NHPC Ltd.
NHPC Office Complex,
Sector-33 Faridabad-121003~~

- 2.5** The Bidder against whom an application for initiating corporate insolvency resolution process has been admitted by the Adjudicating Authority under the Insolvency and Bankruptcy code 2016, or as amended from time to time shall not be eligible for bidding. The same shall also be applicable to the bidder company who has taken unconditional technical and/or financial support from their Parent/Holding Company, against whom an application for initiating corporate insolvency resolution process has been admitted by the Adjudicating Authority under the Insolvency and Bankruptcy Code 2016, or as amended from time to time (IBC 2016 hereafter).

In case, bidder in respect of whom any application for initiating corporate insolvency resolution process was not admitted at the time of submission of bid but subsequently during the period of evaluation of bids or any time before the work is awarded, any such application is admitted by the Adjudicating Authority under the IBC 2016, the bidder shall be considered as ineligible and his bid shall be rejected.

An undertaking as per enclosed Proforma (Form-3, Section-III) that “no insolvency proceeding is admitted by the Adjudicating Authority against bidder under the IBC 2016” shall be submitted on letter head duly signed by the authorized representative of bidder.

Further, the bidder after submitting the bid till the time of award of work, shall inform NHPC regarding any admission of application for corporate insolvency resolution process by the Adjudicating Authority under the IBC 2016 against bidder and any suppression of such fact shall render the bidder liable for rejection of his bid and banning of business dealing as per terms and conditions of Guidelines of banning of business dealings under Integrity Pact.

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. Notarized written power of attorney of the signatory of the Bid to commit the Bidder. In case of enlisted Bidders, only updating 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 required) shall be submitted.
- c) Only following bidders already enlisted by NHPC vide circular No. CCW/2024/204 dated 26.04.2024 are eligible to bid in the process

Ranking	Name of firm	Mobile	Email
1	M/s PUREWAYS INFRA PPRIVATE LIMITED (Formerly known as M/s Growever Infra Private Limited), Shop No. FH-1, Plot No.-7, 1st Floor, Vardhman Plaza, Mangalam Palace, Rohini, NA, New Delhi, South Delhi- 110085, Delhi, India	+91-1-47512342 /44	arvindhheer@pureways.co.in, mannusharma@pureways.co.in, neenajotshi@pureways.co.in, info@pureways.co.in
2	M/s ARCH EN Design, B-1/37, Hauz Khas, Delhi	011-45182222, 933576333	info.lucknow@aed.co.in info.delhi@aed.co.in tender.delhi@aed.co.in
3	M/s Octavo Solutions Pvt. Ltd, G-27, LGF, Kailash Colony, New Delhi	91-9810254098, 9910002382	bidhandasoctavo@gmail.com contactocatavo@gmail.com
4	M/s Arcop Associates Pvt. Ltd., A-15, Pamposh Enclave Greater Kailash-1 New Delhi	011-26442050 47184484 9810175870/ 9891444507	rajeshpandita@arcop.co.in
5	M/s Kapoor & Associates AD-110C, Shalimar Bagh, Ring Road, New Delhi	011-47036808, 9810127916	associateskapoor@gmail.com
6	M/s Shiva Consultancy Services Pvt. Ltd, A-87, Malviya Nagar, Main Shivalik Road, New Delhi - 110017	011-41830217 / 18	bde@sisplindia.com bdm@shivagroup.in

3.2 A Each bidder must also produce with their Bid:

- Copies of PAN, GST Registration No., EPF Registration No. (*Delete if not applicable*) and ESIC Registration No. (*Delete if not applicable*)
- A declaration that the information furnished with the bid documents is correct in all respects in form-5, form of declaration, Section-III.
- Such other certificates if any as defined in the ITB.

3.2 B To qualify for Contract for which bids are invited in the Notice Inviting Tender, the bidder must demonstrate having 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.

3.2 C ~~All Start-ups (whether MSEs or otherwise), falling within the definition as per Gazette notification G.S.R.501 (E) dt. 23.05.2017 or as amended from time to time) are exempted from meeting the qualification criteria in respect of Prior Experience-Prior Turnover subject to their meeting the 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 procuring entities may prefer the vendors to have prior experience rather than giving orders to new entities.

~~For such procurements, wherever adequate justifications exist, the procuring entities may not relax the criteria of prior experience / turnover for startups.~~

~~3.2D All Micro and Small Enterprises (MSEs) are exempted from meeting the qualification criteria in respect of Prior Experience Prior Turnover in public procurement subject to meeting of quality and technical specifications for which necessary documents shall be submitted by such bidders.~~

~~However, in case of circumstances (like procurement of items related to public safety, health, critical security operations and equipments, etc.) where procuring entities may prefer the vendors to have prior experience rather than giving orders to new entities. For such procurements, wherever adequate justifications exists, the procuring entities may not relax the criteria of prior experience / turnover for MSEs.~~

3.2E Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant with UDIN for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. In case Purchase preference to Micro and Small Enterprises clause is there in the bid, the same will get precedence over this clause.

OR

Bid reserved for Make In India products: Procurement under this bid is reserved for purchase from Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. However, eligible micro and small enterprises will be allowed to participate. The minimum local content to qualify as a class 1 local supplier is denoted in the bid document. All bidders must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which the bid is liable to be rejected. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

3.2 F Insolvency

The Bidder against whom an application for initiating corporate insolvency resolution process has been admitted by the Adjudicating Authority under the Insolvency and Bankruptcy code 2016 or as amended from time to time shall not be eligible for bidding. The same shall also be applicable to the bidder company who has taken unconditional technical and/or financial support from their Parent/ Holding Company, against whom an application for initiating corporate insolvency resolution process has been admitted by the Adjudicating Authority under the Insolvency and Bankruptcy Code 2016, or as amended from time to time (IBC 2016 hereafter).

In case, bidder in respect of whom any application for initiating corporate insolvency resolution process was not admitted at the time of submission of bid but subsequently during the period of evaluation of bids or any time before the work is awarded, any such application is admitted by the Adjudicating Authority under the IBC 2016, the bidder shall be considered as ineligible and his bid shall be rejected.

An undertaking that “no insolvency proceedings is admitted by the Adjudicating Authority against bidder under the IBC 2016” shall be submitted on letter head duly signed by the authorized representative of bidder.

Further, the bidder after submitting the bid till the time of award of work, shall inform NHPC regarding any admission of application for corporate insolvency resolution process by the Adjudicating Authority under the IBC 2016 against bidder and any suppression of such fact shall render the bidder liable for rejection of his bid and banning of business dealing as per terms and conditions of the Bid Document.

3.3 Disqualification

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 procurement and had quoted abnormally high or low bid prices and could not furnish rational justification for it to the Purchaser/ Employer.
- (iii) The Bidders whose contract(s) have been terminated due to unsatisfactory performance by employer in past, shall not be allowed to participate in the bidding process till completion of the ineligibility period. In such case the bid shall be considered as non-responsive.

4.0 Time for Completion

The successful bidder shall complete the entire ‘delivery of Goods’/‘services’ within the time specified at Sl. no. -1, to be reckoned from the date of issue of Letter of Acceptance.

- 5.0 Tenders must be accompanied by the earnest money of the amount specified for the subject procurement in the table.

- 6.0** As per Govt. Guidelines, for Bidder(s) registered as Start-up Enterprises and Micro and Small Enterprises, the Earnest Money deposit will not be applicable. However, the proof for the same shall be submitted for eligibility.

Startups as recognized by Department of Promotion for Industry and Internal Trade (DPIIT) are exempted from furnishing the Bid Security/ EMD. They should furnish with the Bid copy of the valid Certificate of Recognition issued by DPIIT

Micro and Small enterprises (MSEs) Units having Udyam Registration Certificate for the goods/services are exempted from furnishing the Earnest Money Deposit. They should furnish with the Bid copy of the valid Udyam Registration Certificate in their favour, for the goods/services covered under this Tender document.

Note: Traders are excluded from purview of benefit to be extended under Public Procurement Policy (As per Q. No. 18 of Frequently Asked Questions (FAQs) dated 24.10.2016 on Public Procurement Policy Order 2012 (MSME Act- 2006). Such Traders are advised to submit the Bid Security/ EMD in the form of DD/BG.

7.0 ~~Pre-Bid Meeting~~ (Delete if not applicable)

- a) ~~A Pre-Bid meeting open to all the prospective Bidder(s) will be held at venue, date and time as mentioned in the NIT wherein they shall be given an opportunity to obtain clarifications, if any, regarding the procurement and Bid conditions.~~
- b) ~~Prospective Bidder(s) may submit their queries, if any, by email / courier / fax at address stated in the NIT at least 03 days before the pre Bid meeting so that the same can be replied during the meeting.~~

8.0 Bid submission

- i) Online Bid Submission – Technical Bid (Cover-I) and Price Bid (Cover-II) electronic format) complete in all respect must be uploaded at the aforesaid portal date & time as per Sl. No. 1 above.
- ii) Offline Submission of documents complete in all respect must be delivered in sealed Envelopes to the address, date & time as per Sl. No. 1 above.

In the event of the specified date or amendment if any for the submission of bids being declared a holiday for the Purchaser/ 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 Purchaser/ 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.

- 9.0** The currency for the Bid shall be Indian Rupee only.

- 10.0** Bids shall be valid for a period as mentioned in Sl. no. 1 after the deadline for online Bid submission. If any Bidder withdraws his Bid before the said period or makes any

modification in his Bid without the consent of Purchaser/ Employer, the Earnest Money deposit of the Bidder shall be forfeited.

- 11.0** The Techno-commercial Bid shall be opened online at venue, date & time as per Sl. No.-1 above. The time and date of opening of Financial Bid of bidders qualifying the technical bid shall be communicated to them at later date after evaluations of technical bids.

12.0 E-tendering: Instruction for online bid submission

The Techno-commercial Bid and Price Bid to be submitted on-line at GEM e-Portal <https://gem.gov.in/>. The bidders are required to submit soft copies of their bids electronically on the GeM Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the Gem Portal, prepare their bids in accordance with the requirements and submitting their bids online on the GEM Portal.

12.1 Registration:

- ~~i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal by using the “Online Bidder Enrollment” option available on the home page. Enrolment on the 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 Consultants/ 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/ TCS/ nCode/ eMudra or any Certifying Authority recognized by CCA India on eToken/ 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/ eToken.~~

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. 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 of Bids:

- 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. Bidder 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 to be submitted as indicated in the tender document/ schedule in PDF/ xls/ rar/ zip/ dwf formats. If there is more than one document, they can be clubbed together using zip format.
- 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 EMD as per the instructions specified in the NIT/ tender document. The originals should be submitted to the Tender Inviting Authority, on or

before the last date & time of offline bid submission. The details of the DD/BC/BG, 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) Bidder shall select the payment option as 'offline' to pay the EMD as applicable and enter details of the instrument.
- 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 2MB, 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 Quantity & Price and any change/ modification of the price schedule shall render it unfit for bidding. Bidders shall download the Schedule of Quantities & Prices in XLS format and save it without changing the name of the file. Bidder shall quote their rates in figures in blue background cells, thereafter save and upload the file in financial bid cover (Price bid) only. If the Schedule of Quantity & Price file is found to be modified by the bidder, the bid will be rejected. 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) Bidder should follow the server time being displayed on bidder's dashboard at the 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.

Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to 24x7 CPP Portal Helpdesk. Toll Free **Number** 0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787, E-mail: support-eproc[at]nic[dot]in.

- 13.0** Any corrigendum, subsequent amendments and / or extension of date, if any, for Submission of Bids shall be posted on the portal <https://gem.gov.in/>. Bidder(s) are advised to visit the portal regularly before the deadline for submission of Bids.
- 14.0** The Purchaser/ 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 Purchaser/ 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.
- 15.0** In case of any difference between wordings of English and Hindi version of 'Notice Inviting Tender', English version shall prevail.
- 16.0** All offline documents shall reach in the office of DGM (Electrical), Contract Division, Teesta -V Power Station, NHPC Ltd., Balutar, PO- Singtam, East Sikkim, Pin: 737134 **within 05 days of Bid End date / Bid Opening date at 16:30 Hrs.** No reliable courier service is available in the Balutar area. Bidders are advised to send their offline bids 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.
- 17.0** 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