

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 :           | तीस्ता-V पावर स्टेशन के लिए 01 बैटरी चार्जर रेटिंग 220 एसपी10 एफसीबीसी, एचबीएल मेक के लिए स्पेयर की आपूर्ति और स्थापना। |
| Name of Work:            | Supply and Installation of spares for 01 No. Battery Charger rating 220 SP10 FCBC, HBL make for Teesta-V Power Station. |
| अनुमानित लागत:           | Rs. 1,74,639/-  |
| Estimated Cost:          | Rs. 1,74,639/-  |
| धरोहर राशि:              | Rs. 3,000/-   |
| Earnest Money:           | Rs. 3,000/-   |
| कार्य पूरा करने की अवधि: | 100 (एक सौ) दिन   |
| Completion Time          | 100 (One Hundred) Days  |

(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 आमंत्रण सूचना NOTICE INVITING E-TENDER


संविदा विभाग  
Contract Department

तीस्ता-V पावर स्टेशन  
सिंगतम, बालुटार, सिक्किम-737134  
Teesta-V Power Station  
Balutar, Singtam (Sikkim) - 737134  
Email- teestav-contract@nhpc.nic.in

संख्या: एनएच/टीएसवी/संविदा/ईसी-146/एनआईटी-871/2023-24/698

दिनांक : 03/11/2023

### ई-निविदा आमंत्रण सूचना (खुली) – हिन्दी संस्करण

- एनएचपीसी लिमिटेड (भारत सरकार का उद्यम) की ओर से ऑनलाइन इलेक्ट्रॉनिक बोलियों को एकल चरण में घरेलू प्रतिस्पर्धी बोली के माध्यम से दो भाग बोली-प्रक्रिया के आधार पर "तीस्ता-V पावर स्टेशन के लिए 01 बैटरी चार्जर रेटिंग 220 एसपी10 एफसीबीसी, एचबीएल मेक के लिए स्पेयर की आपूर्ति और स्थापना ।" के लिए खुली पात्र से बोली आमंत्रित की जाती है।

पूर्ण बोली दस्तावेजों/ निविदा दस्तावेज केंद्रीय सार्वजनिक खरीद पोर्टल (CPPP) <http://eprocure.gov.in/eprocure/app> से देखा और डाउनलोड किया जा सकता है। साइट को एनएचपीसी के वेबसाइट [www.nhpcindia.com](http://www.nhpcindia.com) के ई-खरीद कॉर्नर के माध्यम से भी देखा जा सकता है। कोई बोली लगाने वाले जो इस निविदा के लिए उद्धृत करना चाहता है वह ई-टेंडर के लिए ऑनलाइन बोलीदाता पंजीकरण के बाद पूर्वोक्त पोर्टल से निविदा दस्तावेज डाउनलोड कर सकते हैं।

#### निविदा का संक्षिप्त विवरण निम्नानुसार है:

| क्र. सं. | विषय                      | विवरण  |
|----------|---------------------------|--|
| i)       | निविदा का साधन            | ई-प्रोक्योरमेंट सिस्टम<br>कवर-I: ऑनलाइन तकनीक-व्यावसायिक बोली<br>कवर-II: वित्तीय बोली  |
| ii)      | निविदा आईडी संख्या        | 2023_NHPC_779381_1   |
| iii)     | अनुमानित मूल्य (Rs.)      | Rs. 1,74,639/-   |
| iv)      | निविदा दस्तावेज शुल्क     | Rs. 590/- (रुपए पांच सौ नब्बे मात्र) जीएसटी @18% को मिला कर। सिंगतम, पूर्वी सिक्किम में देय "एनएचपीसी लिमिटेड" के पक्ष में क्रॉस डिमांड ड्राफ्ट के रूप में। आईटीबी खंड 4.2 के अनुसार पंजीकृत फर्म को निविदा शुल्क प्रस्तुत करने से छूट दी गई है। |
| v)       | बोली सुरक्षा (ईएमडी)      | Rs. 3,000/- (रुपए तीन हजार मात्र) क्रॉस डिमांड ड्राफ्ट/बीजी के रूप में "एनएचपीसी लिमिटेड" के पक्ष में सिंगतम, पूर्वी सिक्किम में देय है। आईटीबी क्लॉज 13.7 (ii) के अनुसार पंजीकृत होने पर फर्म को ईएमडी प्रस्तुत करने से छूट दी गई है।           |
| vi)      | बोली वैधता की अवधि        | आईटीबी खंड 12 के अनुसार 120 दिन  |
| vii)     | कार्य पूरा करने की अवधि   | 100 (एक सौ) दिन  |
| viii)    | स्वतंत्र बाहरी मॉनिटर     | लागू नहीं  |
| ix)      | निविदा आमंत्रण प्राधिकारी | उप. महाप्रबंधक (विद्युत)<br>प्रापण और संविदा विभाग, तीस्ता- V पावर स्टेशन,<br>बालुटार, सिंगतम, पूर्व सिक्किम -737134<br>ई-मेल : teestav-contract@nhpc.nic.in   |


संविदा विभाग  
Contract Department

तीस्ता-V पावर स्टेशन  
सिंगतम, बालुटार, सिक्किम-737134  
Teesta-V Power Station  
Balutar, Singtam (Sikkim) - 737134  
Email- teestav-contract@nhpc.nic.in

No. NH/TSV/Cont/EC-146/NIT-871/2023-24/698

Dated: 03/11/2023

### Notice Inviting E-Tender (Open)-English version

1. Online electronic 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 eligible sole bidders for the work of **“Supply and Installation of spares for 01 No. Battery Charger rating 220 SP10 FCBC, HBL make for Teesta-V Power Station”**

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](http://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.                | 2023_NHPC_779381_1  |
| iii)    | Estimated Cost (Rs.)         | Rs. 1,74,639/-  |
| iv)     | Cost of bid document         | Rs. 590/- (Rupees Five Hundred Ninety Only) include GST @18% in the form of Crossed Demand Draft in favour of “NHPC Limited” payable at Singtam, East Sikkim. The firm is exempted from furnishing the tender fee if registered as per ITB Clause 4.2). |
| v)      | Bid Security (EMD)           | Rs. 3,000/- (Rupees Three Five 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 clause 13.7(ii)                |
| vi)     | Period of Bid Validity       | 120 days as per ITB clause 12   |
| vii)    | Completion Period            | 100 (One Hundred) Days  |
| viii)   | Independent External Monitor | Not Applicable  |
| ix)     | Tender inviting Authority    | Dy. General Manager (Elect.)<br>Contract Division, Teesta-V Power Station,<br>Balutar, Singtam, Distt : East Sikkim-737134<br>E-mail: teestav-contract@nhpc.nic.in  |

## Critical Dates of Tender:

| Sr. No. | Items                                     | Description   |
|---------|---|---|
| (i)     | Publish Date & Time                       | 03/11/2023 at 15:00 Hrs   |
| (ii)    | Sale/ Document Download Start Date & Time | 03/11/2023 at 15:30 Hrs   |
| (iii)   | Clarification Start Date & Time (If any)  | 03/11/2023 at 15:30 Hrs   |
| (iv)    | Clarification End Date & Time (If any)    | 24.11.2023 at 14:30 Hrs   |
| (v)     | Bid Submission Start Date & Time          | 03/11/2023 at 15:30 Hrs   |
| (vi)    | Online Bid Submission closing Date & Time | 24.11.2023 at 17:30 Hrs   |
| (vii)   | Offline submission closing (Date & Time)  | Address 1:<br>Dy. General Manager (Elect.),<br>Contract Division, Teesta-V Power<br>Station, Balutar, Singtam, Distt : East<br>Sikkim-737134<br>28.11.2023 at 16:30 Hrs |
| (viii)  | Online bid Opening (Cover-I)              | 30.11.2023 at 16:00 Hrs   |

## 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.
- all bidders meeting the Qualification criteria as defined in clause 3.

### 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, Sh. Sutanu Behuria, IAS (Retd.) and Sh. Rakesh Kumar Agarwal, CES (Retd.) has been appointed as Independent External Monitor (IEM) by the Employer. The Contact addresses of IEM are as under:~~

|   |   |
|---|---|
| <del>Sh. Vivek Kumar Johri, IPS (Retd.),<br/>106, Malviya Nagar<br/>Bhopal,<br/>Madhya Pradesh-462003<br/>E-mail : iem.nhpc@gmail.com</del> | <del>Dr. Vinod Aggrawal, IAS (Retd.)<br/>B-103, Sarvodaya Enclave,<br/>2<sup>nd</sup> Floor,<br/>New Delhi-110017<br/>E-mail : iem.nhpc@gmail.com</del> |
|---|---|

## 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:

- 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. Additional information as sought in the Form-1 General Information, Section-III shall be

provided.

- b) Work experience to demonstrate meeting the criteria stipulated in clause 3.2 A (b) shall be provided in Form -3 work experiences record, Section-III. The work experience shown shall be supported with certificate(s) from the Engineer-in-charge/Project head of the concerned work.

**In case of experience certificates produced by the contractors for having executed works for Private Organizations, TDS Certificates shall also be produced along with experience certificate.**

- c) Information on financial criteria stipulated in clause 3.2A (a) shall be furnished. Copy of affidavit/Certificate of CA mentioning Financial Turnover of last 3 (three) years. Printed Annual reports or financial statements of the Bidder, such as balance sheet, profit and loss statements and auditor's reports as the case may be for the past three years shall be submitted to ascertain bidder's meeting the financial criteria.
- ~~d) 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.~~

**3.2A** To qualify for award of the Contract, each bidder should have:

- a) Average annual financial turnover during the last three (3) financial years ending 31st March of the previous financial year, should be at least 30% of the estimated cost.
- b) Experience of having successfully completed similar works\* during last 07 years ending last day of the month of previous to the one in which applications are invited should be either of the following:-
- (i) Three (03) "similar completed works", each costing not less than the amount equal to 40% of the estimated cost.

**OR**

- (ii) Two (02) "similar completed works", each costing not less than the amount equal to 50% of the estimated cost.

**OR**

- (iii) One (01) "similar completed works", each costing not less than the amount equal to 80% of the estimated cost.

***Self attested copies of relevant documents such as 'Letter of Award' and 'Completion certificate (with mentioning date of completion and total work executed amount)' should be submitted by the bidders in this regard.***

***\*Definition of similar work means "Any Major Repair job (Supply and Installation of HBL make spares) of FCBC Battery charger panel, HBL make only".***

- c) ***Bidder should be either OEM i.e. M/s HBL Power Systems Limited, Kolkata or any Authorized Dealer and Service provider of HBL make. Authorized Dealer and Service provider of HBL make shall provide valid authorization documents with the bid documents.***
- d) Bidder should furnish the performance report for satisfactory performance of the work for 1 year from completion of work issued by end user.
- e) Self attested copies of relevant documents such as 'Letter of Award' and 'performance certificate' should be submitted by the bidder in this regard.

**3.2B** Each bidder must also produce with their Bid:

- i) PAN No., EPF Registration No. and GST Registration No.;
- 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.

**3.2C** 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) & (B) shall make the bid non-responsive.

**3.2D** ~~JVs or any other arrangement other than sole bidder is not allowed. Experience and resources of proposed sub-contractor, if any shall not be taken into account in determining the bidder's compliance with the qualifying criteria. However, experience of bidder as sub-contractor approved by Project developer shall be considered. Experience of bidders as member of Consortium/Joint Venture shall be considered as per distribution of work against the member of the Consortium/Joint Venture. In case where distribution of Consortium/JV members is not specified in Consortium/JV agreement then the experience credential shall be considered for all members of JV with minimum 35% participation share.~~

**3.2E** ~~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 in Public procurement subject to meeting the quality and technical specification for which necessary documents shall be submitted by such bidders.~~

~~entities, such procurements, wherever adequate justifications exists, the purchaser may not relax the criteria of prior experience/turnover for the start-ups.~~

**3.2F** ~~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 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 MSEs.~~

**3.2G** Sub-Contractors' experience and resources shall not be taken into account in determining the bidder's compliance with the qualifying criteria.

**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 received without tender cost, requisite EMD or, without relevant documents as per tender requirement shall be summarily rejected.

**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**

**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 home page. **Enrolment on the CPP Portal is free of charge.**
- (ii) 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.
- (iii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (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:

Technical Bid and Price Bid to be submitted on-line at <http://eprocure.gov.in/eprocure/app>.

- 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 pre-bid 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 (PDF/xls/rar/dwf/jpg formats) to be submitted as indicated in the tender document/schedule. **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:

Two-Part Bid procedure shall be adopted for submission and evaluation of the bids. The Bidder shall accordingly prepare and submit the bids containing the required documents up to the date and time given in NIT. The bidder shall prepare the bid and submit the bid in following manner:

- 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 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. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. For the file size of less than 1 MB, the transaction uploading time will be very fast.
- viii) **If price quotes are required in XLS format, 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/corrupted in the eventuality 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:**

- 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.
- 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 1800-3070-2232. Mobile Nos. 91-7878007972 and 91-7878007973.**

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 **28.11.2023 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.)**  
**Procurement & Contract Division**  
**Teesta-V Power Station**  
**Email: teestav-contract@nhpc.nic.in**