



**NHPC LIMITED**  
**(A Govt. of India Enterprises)**  
**(CIN: L40101HR197SGOI032S64)**

Regd. Office: NHPC Office Complex, Sector-33, Faridabad-  
121003 (Haryana)

**NHPC Nepal Projects,**  
**The Soaltee Kathmandu, Tahachal,**  
**Kathmandu**

**Date: 26.04.2024**

**NOTICE INVITING TENDER**

NHPC Limited having Registered Branch office in Nepal at The Soaltee Kathmandu, Tahachal, Kathmandu, invites sealed bids in single stage two envelope bid system from the eligible Bidders from Nepal/ India for the following work:

|            |   |  |
|------------|---|--|
| <b>1.</b>  | <b>Name of Work:</b>  | “Hiring of Services for providing Cooking services and assistance in cleaning in NHPC transit camp”  |
| <b>1.1</b> | <b>Tender Reference No.</b><br><b>Tender ID No.</b><br><b>Mode of Tendering</b> | NH/LO-KTM/01<br>2024_NHPC_754372_1 (Generated on CPP Portal)<br>Open Tender (Offline)  |
| <b>1.2</b> | <b>Time Allowed for Completion of whole of the works</b>                        | Total time for completion of work has been kept as <b>12 Months</b> to be reckoned from the date of commencement as per Letter of Award.   |
| <b>1.3</b> | <b>Estimated Cost</b>   | <b>NPR 11,33,193/- (Including Service Charge and VAT)</b>  |
| <b>1.4</b> | <b>Cost of Tender Document (Non-refundable)</b>                                 | <b>NPR 800/-</b> in the form of Bank Draft payable at Kathmandu, Nepal in favour of “NHPC Limited”.<br><br>Alternatively, payment against Cost of Tender Document may be made directly in the bank account of NHPC Limited as mentioned below:<br><br>Account Details:<br>Nepal SBI Bank Limited<br>Name: NHPC LIMITED<br>Acc. No.: 17725240201213<br>Bank Address: Durbar Marg Main Branch, Kesharmahal, Kathmandu<br><br>Bidders shall be responsible to ensure the receipt of net amount (excluding bank transfer charges) in above account before last date of submission of bids. |
| <b>1.5</b> | <b>Date and time for availability of Bidding document</b>                       | <b>26.04.2024</b> from <b>15:00</b> Hours. (Nepal Standard Time)   |
| <b>1.6</b> | <b>Earnest Money Deposit</b>  | <b>NPR 23000/-</b> only (to be submitted as per clause no. 13, Section-II, ITB).   |

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|---------|--|---|
| 1.7     | Last date & time for submission of Bids                      | 12.05.2024 up to 15:00 Hours. (Nepal Standard Time)   |
| 1.8     | Time and Date for opening of part-1 (Techno-commercial bid). | 12.05.2024 at 15:30 Hours. (Nepal Standard Time)  |
| 1.9     | Place, Time and date of opening Financial Bid(s).            | Shall be intimated later.   |
| 1.10    | Bid validity period  | 120 days from the last date of submission of bids.  |
| 1.11    | Place of submission of bids                                  | Dy. General Manager (Civil), Branch Office , NHPC Nepal Projects, The Soaltee, Kathmandu  |
| 1.11 a. | Place of opening of Technical bids                           | Dy. General Manager (Civil), Branch Office , NHPC Nepal Projects, The Soaltee, Kathmandu  |
| 1.12    | Authority/ Officer inviting Tender                           | Dy. General Manager (Civil), Branch Office , NHPC Nepal Projects, The Soaltee, Kathmandu<br>Ph. +977-9811550623<br>Email :- lokathmandu@gmail.com |

The bidding document containing Instructions to Bidders, General Conditions of Contract, Special Conditions of Contract, Specifications, Drawings, Bill of Quantities etc. can be downloaded from websites <https://www.nhpcindia.com> & [www.eprocure.gov.in](http://www.eprocure.gov.in). The bidders may submit their bid either by post/ courier or physically, during office hours, in the tender box kept at location as per Sr. No. 1.11 herein-above prior to the last date/time for submission of bids. Bids of those Bidders who have submitted the requisite tender document fee and EMD acceptable to Employer only shall be considered for bid evaluation.

## 2. Eligible Bidders

2.1 This Invitation for Bid is open to:

- a) The bidders who are incorporated legal entity and are legally and financially autonomous and operate under commercial law of their respective jurisdiction.
- b) 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. Self-Declaration in this regard is to be submitted as per Form-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 (NHPC), 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 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.~~

~~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 of obligation under the Integrity Pact, and Shri ..... and Shri ..... have been appointed as Independent External Monitor (IEM) by the Employer. The Contact address of IEM is as under:~~

|   |  |
|---|--|
| - |  |
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~~Note: The name & Address of IEM in the tender document may be considered as per extant Circular.~~

**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 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 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 for payments against said works shall also be produced along with experience certificate.
- c) Information on financial criteria stipulated in clause 3.2A shall be furnished in Form-4, Annual turnover under Section-III. 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.

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

**Qualification Criteria for the Bidders:**

The qualification criteria for above work will be: -

1. Experience of having successfully completed similar work i.e., **"Providing services/manpower for various works"** as a prime contractor of following amount along with satisfactory performance certificate issued by the employer during last 7 years ending last day of month previous to the one in which applications are invited.

a) Three similar completed works each value not less than **NPR 4,53,277/-**

**or**

b) Two similar completed works each value not less than **NPR 5,66,597/-**

**or**

c) One similar completed work value not less than **NPR 9,06,554/-**

Bidder shall submit the following supporting documents for ascertaining the **Experience** of the bidder as per criteria defined above:

- i) Contract Agreement/ Work Order issued by the employer to the bidding firm along with the BOQ.
  - ii) Certificate from the employer for successful completion of the work mentioning the date of completion and value of completed work.
  - iii) If the Employer is other than Nepal/Indian Government Department/ Agency/ firm then TDS certificate issued by the employer for the TDS deducted for the said work shall also be required.
2. The average Annual Turnover during the preceding three (3) financial years ending 31st March 2023 (Indian Financial Year)/ month end of Aashad 2080 (Nepal Financial Year for firms registered in Nepal/ firms having work experience in Nepal) should be at least **NPR 3,39,958/-**
    - (i) In case the turnover is more than NPR 1 Crore for sole/ proprietorship bidder, the prospective bidder is required to furnish the copy of audited Balance Sheet and P&L account. If the prospective bidder is Private/ Public Limited company/ Partnership firm, the prospective bidder is required to furnish the copy of audited Balance Sheet and P&L account irrespective of the turnover.
    - (ii) In case the turnover is less than or equal to NPR 1 Crore for sole/ proprietorship bidder, the prospective bidder is required to submit the copy of annual turnover duly certified by Chartered Accountant in case audited Balance Sheet and P&L account are not being maintained by the prospective bidder.

The requirement in respect of Audited Balance Sheet / Annual Reports etc. as per Clause 3.2 A2 shall be subject to prevailing guidelines of the Country.

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

- i) Certificate of Registration with Office of the Company Registrar, Nepal
- ii) Registration in Nepal for PAN and VAT
- iii) Certificate of Registration with Social Security Fund of Ministry of Labour, Employment and Social Security in accordance with the provisions of Contributory Social Security Act, 2017.
- iv) Certificate of Registration with Ministry of Labour, Employment and Social Security and License for supplying of Labour as required under the clause 59 of Labour Act 2074.
- v) A declaration that the information furnished with the bid documents is correct in all respects in Form-5: Form of declaration, Section-III
- vi) Tax Clearance certificate/ Income Tax Returns Acknowledgements of last 3 Financial Years (Annexure-III E)
- vii) Such other certificates if any, as defined in the ITB.

**3.2 C 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 certificates and documents in clauses 3.1 and 3.2(A) & (B) shall make the bid non-responsive.**

**3.2 D Joint Ventures (JV) 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. The firm shall submit JV Agreement mentioning the share/ scope of each partner in the JV. 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 work of Consortium/JV members is not specified in Consortium/JV agreement then the experience credential shall be considered proportionally for all members of JV with minimum 35% participation share.

**3.2 E Deleted**

**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 applicable Insolvency laws in Nepal or India 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 applicable Insolvency laws in Nepal or India

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 applicable Insolvency laws in Nepal or India, 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 under the applicable Insolvency laws in Nepal or India, against bidder” shall be submitted on letter head duly signed by the authorized representative of bidder (Form-13).

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 applicable Insolvency laws in Nepal or India, 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 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 found L-1 wherein they 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 Sr. no. -1.2 (Table) given above.

5. Tenders must be accompanied by the earnest money of the amount specified for the work in the Sl.No.1.6 (Table).

6. **Deleted**

7. **Deleted**

#### **8. Bid submission**

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 Sl. No. 1.7 and 1.11 (Table).

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

9. The currency for the Bid and for the payments under the contract shall be Nepal Rupee (NPR) only. The conversion factor of 1 INR= 1.6 NPR shall be used.

10. Bids shall be valid for a period as mentioned in Sr. no. 1.10 (Table) after the deadline for Bid

submission. If any Bidder withdraws his Bid before the said period or makes any modification in his Bid, the bid shall be rejected and the Earnest Money deposit of the Bidder shall be forfeited.

11. The Techno-commercial Bid shall be opened at venue date & time as per Sr. No.-1.8 and 1.11a(Table). The time and date of opening of Financial Bid of bidders qualified in 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. Instructions for Bid Submission**

### **12.1 Deleted**

### **12.2 Searching for Tender documents:**

- a) There are various search options built in the CPP Portal **[www.eprocure.gov.in](http://www.eprocure.gov.in)**, 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 **[www.eprocure.gov.in](http://www.eprocure.gov.in)**.
- b) The tender can also be downloaded from NHPC website i.e. [www.nhpcindia.com](http://www.nhpcindia.com)

### **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.
- 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 through the contact details given in table Sl. No. 1.12 (Table) given above.

### **12.4 Deleted**

### **12.5 Submission of Bids:**

The Bid shall be prepared and submitted physically in two parts as stated hereunder. Submission of the bids by any other means shall not be accepted by the Employer in any circumstances. The deadline for submission of bids is indicated in Sl.No.1.7 (Table).

- i) **Cover-I:** It shall be named "Technical Bid" and shall comprise of Tender Fee and EMD in the form of DD/ BG issued in favour of "NHPC LIMITED" payable at Kathmandu, Nepal and other required documents as per the instructions specified in the NIT/ tender document.

- ii) **Cover-II:** It shall be named “Financial Bid or Price Bid” and shall comprise of Schedule of Quantities and Prices (Schedule A). Discounts offered, if any shall be provided under Schedule-A only.
  - iii) The two separate covers containing Part-I & Part –II of the bid shall then be kept in a single cover and sealed and should be submitted at the place specified in Para 1.11 (Table) above, on or before the last date & time of bid submission.
- 13.** Any corrigendum, subsequent amendments and/ or extension of date, if any, for submission of Bids shall be posted on the [www.nhpcindia.com](http://www.nhpcindia.com) and <http://eprocure.gov.in>. Bidder(s) are advised to visit the portals 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.

**(For & on behalf of NHPC Limited)**

**-SD-**

**Deputy General Manager (Civil),  
NHPC Nepal Projects,  
The Soaltee Kathmandu,  
Tahachal, Kathmandu**