

NHPC LIMITED
(A GOVT. OF INDIA ENTERPRISE)



CIN: L40101HR1975GOI032564

E-Tender Document
For
“Invitation of Applications for Empanelment of Insurance Consultants”

Tender Reference No.: NH/CCW/CCII/CO-141/PR10024/6

June 2024

NHPC LIMITED
(A Government of India Enterprise)
Regd. Office: NHPC Office Complex, Sector-33, Faridabad-121003 (Haryana)
Notice Inviting E-Tender (NIT) -Web Notice

Online applications (e-tender) are invited in single stage- one part bidding basis Cover-I: Technical-bid for and on behalf of NHPC Limited (A Govt. of India Enterprise) from Domestic eligible **Sole Consultant** for “**Empanelment of Insurance Consultants**” on Open Tender Basis.

1. The complete application/ document can be viewed and downloaded from Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app>. The site can also be viewed through e-procurement corner of NHPC website www.nhpcindia.com and CPP Portal. The application is to be submitted online only on <https://eprocure.gov.in/eprocure/app> upto application Submission Closing Date & Time of application document. The brief details of the application document are as under:

Sl. No.	Item	Description
i)	Mode of tendering	e-Procurement System Single Stage-One part bidding Cover-I: Online Technical Bid
ii)	Tender ID No.	2024_NHPC_809491_1
iii)	Tender Reference No.	NH/CCW/CCII/CO-320/PR10024/6
iv)	Tender Fee	DELETED
v)	Empanelment Period	03 (three) years
vi)	Tender Inviting Authority	General Manager (CC-II), 2 nd Floor, Jyoti Sadan, NHPC Office Complex, Sector-33, Faridabad-121003 (Haryana)
vii)	Venue for opening of bids	Contracts Civil Division, 2 nd Floor, Jyoti Sadan, NHPC Office Complex, Sector-33, Faridabad-121003 (Haryana)

2. The critical dates of tender are as under:

Sl. No.	Particulars	Date & Time
i)	Bid Start Date/Time	10.06.2024 (17:00)
ii)	Bid Duration	35 days
iii)	Bid End Date/Time	15.07.2024 (15:00 Hrs)
iv)	Bid Opening Date/ Time (Technical-bid)	16.07.2024 (15:30 Hrs)

3. Eligible Applicant:

3.1

- a) The Invitation for Application is open for eligible **Sole Consultant**.
- b) All bidders who are **Class-I Local Supplier** under Public Procurement (Preference to Make in India) order for Goods/ Services/ Works issued by Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry Order No. P-45021/2/2017-PP (BE-II) dated 16th September 2020 or as amended are only eligible. Further, Local content / Class-I local supplier etc., in this regard bidders must submit undertaking as per **Format-4**.

Verification of local content:

The 'Class-I local supplier' at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for 'Class-I local supplier', as the case may be. They shall also give details of the location(s) at which the local value addition is made.

- 3.2 The applicants who wish to submit their applications for the aforesaid work shall have to meet the Eligibility Criteria given as hereunder:

3.2.1 Eligibility Criteria:

- i) Applicant shall at least be a graduate.
- ii) The Applicant should have at least 20 years of experience in the field of Insurance sector and held the position equivalent to Chief Manager (or equivalent) or above in any public sector general insurance company of India.
- iii) The Applicant should have dealt with insurance policies and claims of engineering policies, particularly insurance policies relating to works contracts (e.g. MEGA, IAR, CAR/ EAR policies) and must have handled insurance related issues of any Hydro Electric project during the last three years reckoned from the date of notification of tender. Documentary evidences in support of the experience along with self-certified CV shall be provided along with the application by the prospective applicants. The CV should clearly contain the details of the handled insurance related issues of Hydro Electric project during the last three years.

- 3.2.2 The Applicant shall not have been banned/ de-listed/ black listed/ de-barred from business on the ground mentioned in para 6 of NHPC's Guidelines on Banning of Business dealings of Application Document. Self-declaration in this regard is to be submitted as per the enclosed proforma.

- 3.2.3 Applications of only those applicants who are meeting the Eligibility Criteria specified above will be considered for evaluation and for empanelment. Applicant will submit requisite supporting documents and testimonials with their applications to prove their credentials and claim of meeting the Eligibility Criteria.

- 3.3 Interested Applicant may submit their applications along with details of their previous experience. Application shall include details of works carried out, period of engagement, name and complete address of Consultant etc.

4. Applicants will submit duly signed documents/ certificates as defined in the ITA. Failure to produce the certificates shall make the application non-responsive.
5. In the event of the specified date for the submission of applications being declared a holiday for the Client, the hard copies of the documents will be received up to the specified time on the next working day. However, the date and time for online submission of the applications shall continue to be the date and time specified above or any amendment for the same.
6. Online submission of the application will not be permitted on the portal after expiry of submission time and the applicant shall not be permitted to submit the same by any other mode.
7. At any time prior to the deadline for submission of application, the Employer may amend the Application Document by issuing corrigendum/ addenda which shall be notified on portal <https://eprocure.gov.in/eprocure/app>. Therefore, the applicants are advised to visit the site regularly before deadline for submission of applications.
8. Applications will be opened as per the schedule at the aforesaid venue. In case the office happens to be closed on the date of opening of application as specified, the same will be opened on the next working day at the same time and venue.
9. The applications, as well as all correspondence and documents relating to the eligibility exchanged by the applicants and the Employer, shall be in the English language.
10. Employer reserves the rights to cancel the tendering process at any time before Empanelment of Consultants without assigning any reasons thereof.

For & on behalf of NHPC Ltd.

General Manager (CC-II),
Contracts (Civil) Division, 2nd
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