

Mandatory Information

1	Project	Corporate Centre-USSC-CPG-1
2	Tender Reference Number	NTPC/USSC-CPG1/9900242522
3	Tender ID	2022_NTPC_65743_1
4	Date Of Issue of NIT	07-01-22
5	Short Description of NIT	FACILITY MANAGEMENT SERVICES FOR IT SYSTEMS AT NTPC TANDA
6	Last date of Bid submission	22.07.2022 at 15.00 hrs
7	Source of NIT	Corporate Centre-USSC-CPG-1
8	Contracts Classification	O&M
9	Bid Opening Date	25.07.2022
10	Package in Charge	vikashkumar05@ntpc.co.in
11	Alternate Contact	gauravsaraswat@ntpc.co.in
12	Publishing Portal	https://eprocurementpc.nic.in

NTPC LIMITED
(A Government of India Enterprise)



CENTRAL PROCUREMENT GROUP - 01
(CONTRACTS AND MATERIALS DEPARTMENT)
CONTRACTS SECTION

SECTION – I

INVITATION FOR BIDS (IFB)/NOTICE INVITING TENDER (NIT)

INVITATION FOR BIDS (IFB)

- A. NTPC Limited, Central Procurement Group – 01, Raipur- 492018 invites bids **Single Stage Two Envelope bidding on Domestic Competitive bidding basis (Envelope-I: Techno-Commercial Bid & Envelope-II: Price Bid)** from eligible bidders for the contract with following details:

S.No	Particulars	Details
1.	Name of the Package	FACILITY MANAGEMENT SERVICES FOR IT SYSTEMS AT NTPC TANDA
2.	Project Manager/ Engineer In charge	AGM - IT (Tanda Super Thermal Power Station, Tanda)
3.	Location of Contract & Address	Talcher Super Thermal Power Station, P.O. Vidyutnagar, Dist. Ambedkarnagar, U.P. - 224238
4.	Qualifying Requirements	As mentioned in Annexure-1 of IFB
5.	QR Evaluation	Refer ITB and SCC relevant clauses
6.	Bid submission end date/Bid opening Date/Last date for Clarifications	As per the dates mentioned in Tender Details of eProcurement Portal.
7.	Scope of Work	May please refer Section V of bidding documents.
8.	Completion Period/ Duration of Contract	Contract Service Period shall be 02 Year from date of issue of Purchase Order /LOI or as per EIC instruction. NTPC reserves the right to further extend the Contract for 03 months with same rate and same terms & conditions as per NTPC requirements.
9.	Defect Liability Period / Warranty Period	As per GCC (Unless otherwise mentioned in Section – V of bidding documents)
10.	Price Bid	<p>The Bidder shall quote Rate along with applicable GST for each item in the relevant field of BOQ sheet (Price Bid). The BOQ (Excel Sheet) template must not be modified/ replaced by the bidder and the same should be uploaded after filling the relevant columns.</p> <p>If agency does not mention any GST rate, it will be treated that GST is inclusive in the quoted Basic Rate. Evaluation shall be done on the total bid price inclusive of GST by considering the GST rates quoted by the bidder in the Price Bid. In case the bidder is exempted from GST, bidder has to produce valid Exemption Document. If not produced, it will be treated that GST is inclusive in the quoted Basic Rate. The bidders shall quote for all items in the BOQ, If any of the items are not quoted, it shall be considered that rate of that particular item/s which is not quoted is included in the rates of other items and the bidder shall supply item/ spares/ execute the work/ conduct the test as the case may be.</p> <p>Note : Please refer SCC for The minimum Percentage of Amount Linked to Safety Aspects</p> <p><u>Percentage bidding:</u></p>

		<p>1. In the Schedule of Items / Bill of Quantities (BOQ), the unit rates and total value have been provided by NTPC for all Items. The bidders have to quote 'Premium (%)' or 'Discount (%) in percentage (%age) and % GST Rate over the total value on the price specified in the Schedule of Quantities (as indicated in BOQ.XLS file).</p> <p>The 'Premium (%)' or 'Discount (%) and %GST rate quoted by the bidders in BOQ.XLS file, shall only be considered, for the purpose of evaluation and award. If no value is mentioned in premium/discount cell, it will be considered that bidder is willing to quote its offer without any premium or discount over the rates mentioned in the bid (BOQ.XLS file) and the same shall be applicable for that particular scheduled item.</p> <p>2. The GST Rate (applicable on the items of Works described in Schedule of Quantity) specified by the Bidder in BOQ.xls file of its bid will be added to each Bidder's bid price to arrive Cost to Employer or an "Evaluated Bid Price".</p> <p>3. Evaluated Bid Price (EBP) shall be calculated as follows: $EBP = \{Total\ Price\ Quoted\} + Quoted\ GST\ thereon$ (based on the declared/quoted GST Rates under Schedule of Quantity Items in BOQ.xls).</p> <p>NOTE: In the Bill of Quantity (BOQ)/Price bid provided, the bidder shall quote the percentage/ prices, taxes etc. as asked for in the BOQ. Bidder must upload the filled Bill of Quantity (BOQ)/ Price bid in the Finance/ Price bid Cover Only.</p> <p>Except in Finance/ Price bid Cover, if BOQ/ Price bid is found in any other cover the same shall be treated as null and void. BOQ/ Price bid uploaded in Finance/ Price bid Cover will only be considered for price evaluation purpose.</p>
11.	Required Documents	<p>Along with other documents indicated in tender, following documents shall be digitally signed and Uploaded in the prescribed cover during submission of bid.</p> <p>a) Attachment 2: Authority to Sign the bid : Applicable b) Attachment 7: Electronic Fund Transfer (EFT) Form : Applicable c) Integrity Pact: Not Applicable. d) Deed of Joint Undertaking: Not Applicable. e) Joint Venture Agreement: Not Applicable.</p> <p>Where ever it is written as physical / Offline submission of document it is to be read as Online submission by signing the document with digital signature.</p> <p>Offline submission : EMD / Bid security in the form of BG (Please refer</p>

		SCC clause)
12.	Tender Fee & EMD	<p>EMD Amount (Rs): 1,00,000/- (Rupees Five Lakhs only).</p> <p>Tender Fee Amount (Rs): 1,328/- (Rupees One Thousand Three Hundred Twenty Eight Only)</p> <p>Tender Fee & EMD amount shall be paid online through tendering portal.</p> <p>Any bid not accompanied by an acceptable Tender Fee & EMD or Valid MSE document in accordance with the provisions of bidding documents shall be considered by the Employer as being non-responsive and their bid shall not be opened.</p>
13.	MSE Benefits and Purchase Preference to MSEs	<p>Applicable</p> <p>To avail MSE benefits for Tender Fee and purchase preference, bidders are required to submit valid MSE document:</p> <p>Post clarifications by Ministry of MSME, dated 06TH May 2022, with reference to Notification S.O. No.2134(E) issued by the Ministry of MSME, is as follows:-</p> <p>a) The existing enterprises registered prior to 30th June, 2020 shall continue to be valid only for a period up to the 30th day of June,2022.</p> <p>b) An enterprise registered with any other organisation under the Ministry of Micro, Small and Medium Enterprises shall register itself under Udyam Registration.</p> <p>Below clause Only when : MSE benefits are not applicable On GePNIC portal, "EMD through BG/ST or EMD Exemption Allowed" Tab is enabled only for the purpose of allowing bidders to submit the scanned copy of the bank Guarantee. Bidders are advised NOT to upload MSE/other document for availing exemption. Payment of EMD and Tender fee is not exempted in this tender. Bids without adequate Bid Security and Tender fee as per tender provisions, shall be outrightly rejected.</p>
14.	Price Basis	FIRM price basis
15.	Security Deposit	As per GCC & SCC Clause No.25 Unless otherwise specified in Section V of bidding documents
16.	Payment Terms	As per GCC Unless otherwise specified in Section V of bidding documents
17.	Liquidated Damages for Delay	As per GCC Unless otherwise specified in Section V of bidding documents
18.	Subcontractors proposed by the bidder	Not applicable

19.	Whether Joint Venture/Consortium Permitted?	No
20.	Contract Category	O&M
21.	Order Placement	On Single Agency. In this particular case, splitting of quantity is not possible.
22.	Evaluation of bids & Purchase Preference	Evaluation shall be on Lump sum Basis. NTPC shall allow purchase preference, as indicated in the bidding documents(ITB).For order preference, MSE guidelines mentioned in ITB Clause 31.0 read in conjunction with ITB Clause 32.0 "Preference to Make In India and Eligibility for Participation/ granting of Purchase Preference to Class-I local suppliers" shall be applicable.
23.	Preference to local suppliers	Only Class-I local suppliers are eligible to participate in the tender. (Please refer SCC relevant clause)
24.	Cost of Owner Issue material	May please refer Section V of bidding documents.
25.	Employer's Beneficiary Bank Details for Tender Fee & EMD (if applicable).	Online payment is available in tender portal
		For EMD in the form of BG bank beneficiary details are furnished at SCC

- B. A Complete set of bidding Document may be downloaded by any interested Bidder directly through NTPC eProcurement Portal, <https://eprocurementpc.nic.in>.
- C. Issuance of Bidding Documents to any bidder shall not construe that bidder is considered qualified.
- D. NTPC reserves the right to reject any or all bids or cancel / withdraw the Invitation For Bids (IFB) without assigning any reason whatsoever and in such case no bidder / intending bidder shall have any claim arising out of such action.

E. ADDRESS FOR COMMUNICATION

Sr. Manager(C&M) /AGM (CPG-1)

NTPC LTD , Western Region-II Head Quarter, Plot no. -87,
Sector-24, Atal Nagar, Nava Raipur, Chhattisgarh , PIN CODE: 492018
Contact Details:

Land line : 0771-2515310/ 2515220

Email: vikashkumar05@ntpc.co.in / gauravsaraswat@ntpc.co.in

Websites: <https://eprocurementpc.nic.in/nicgep/app> (or) www.ntpctender.com (or) www.ntpc.co.in

F. Registered office:

NTPC Bhawan, Core – 7, Scope Complex, Institutional Area, Lodhi Road, New Delhi – 110003.

Website: www.ntpc.co.in

QUALIFYING REQUIREMENTS

1.1	TECHNICAL CRITERIA:
1.1.1	The Bidder should have its own Establishment/Support Office/Repair/ Service Centre in India. (Relevant document having information about address must be provided)
1.1.2	<p>The bidder should have executed the work of "Maintenance Contract/ Support Services/ Facility Management Services with or without supply" of PCs & peripherals and/or Data Networks and/or Wi-Fi Network and/or LAN and/or Miscellaneous IT infrastructure facility for the minimum period of ONE year, within preceding seven (07) years prior to the date of Techno-Commercial bid opening in any of the following manner.</p> <p>A. One (1) order having executed value not less than Rs. 22 Lakh or B. Two (2) orders having executed value not less than Rs. 14 Lakh each or C. Three (3) orders having executed value not less than Rs. 11 Lakh each</p>
	<p>Notes for Technical Criteria:</p> <p>1. The word "Executed" mentioned above means that the bidder should have achieved the criteria specified above, even if the total contract is started earlier and/or is not completed/closed.</p> <p>2. In case of orders under execution, the value of work executed prior to the date of Techno-Commercial bid opening duly certified by bidder's client shall be considered acceptable.</p> <p>3. Reference work executed by the bidder as a sub-contractor may also be considered provided the certificate issued by main contractor is duly certified by owner specifying the scope of work executed by the sub-contractor in support of qualifying requirements.</p> <p>4. For arriving at the executed value of work specified above, basic amount only shall be considered. In case contract is inclusive of taxes, bidder should provide the break – up of basic value and taxes.</p> <p>5. In case, bidder has executed reference work with supply / installation then ONLY Maintenance Contract and/or Support Services and/or Facility Management Services portion value in that contract and having minimum period of 01 year will be considered for the purpose of evaluation.</p>
1.2	Financial criteria
1.2.1	The Average Annual Turnover of the Bidder, should not be less than Rs. 28 Lakh (Rupees Twenty Eight Lakhs Only) during the preceding three (3) completed financial years as on the date of Techno-Commercial bid opening.
1.2.2	In case the bidder does not satisfy the financial criteria, stipulated at Cl. 1.2.1 above on its own, its Holding Company would be required to meet the stipulated turnover requirements at Cl.1.2.1 above, provided that the net worth of such Holding Company as on the last day of the preceding financial year is at least equal to or more than the paid-up share capital of the Holding Company.

	In such an event, the bidder would be required to furnish along with its TechnoCommercial bid, a Letter of Undertaking from the Holding Company, supported by Board Resolution, as per the format enclosed in the bid documents, pledging unconditional and irrevocable financial support for the execution of the Contract by the bidder in case of award.
1.2.3	<p>In case the bidder is not able to furnish its audited financial statements on stand-alone entity basis, the unaudited unconsolidated financial statements of the bidder can be considered acceptable provided the bidder further furnishes the following documents for substantiation of its qualification.</p> <ul style="list-style-type: none"> · Copies of the unaudited unconsolidated financial statements of the bidder along with copies of the Audited consolidated financial statements of its Holding Company. · A Certificate from the CEO/CFO of the Holding Company, as per the format enclosed in the bidding documents, stating that the unaudited unconsolidated financial statements form part of the Consolidated Annual Report of the company.
1.2.4	In cases where audited results for the last preceding financial year as on the date of Techno-Commercial bid opening are not available, the financial results certified by a practicing Chartered Accountant shall be considered acceptable. In case, Bidder is not able to submit the Certificate from practicing Chartered Accountant certifying its financial parameters, the audited results of three consecutive financial years preceding the last financial year shall be considered for evaluating the financial parameters. Further, a Certificate would be required from the CEO/CFO as per the format enclosed in the bidding documents stating that the Financial results of the Company are under audit as on the date of Techno-Commercial bid opening and the Certificate from the practicing Chartered Accountant certifying the financial parameters is not available.
	<p>Notes for Clause 1.2 above:</p> <ol style="list-style-type: none"> i. Other income shall not be considered for arriving at annual turnover. ii. "Holding Company" and "Subsidiary Company" shall have the meaning ascribed to them as per Companies Act of India, in vogue. iii. Net worth means the sum total of the paid up share capital and free reserves. Free reserve means all reserves credited out of the profits and share premium account but does not include reserves credited out of the revaluation of the assets, write back of depreciation provision and amalgamation. Further, any debit balance of Profit and Loss account and miscellaneous expenses to the extent not adjusted or written off, if any, shall be reduced from reserves and surplus.