



USSC-CPG1, RAIPUR

NTPC LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)

UNIFIED SHARED SERVICE CENTRE, CPG-1, RAIPUR

CONTRACT & MATERIAL DEPARTMENT

NOTICE INVITING TENDER (NIT)

SECTION-I

FOR

House Keeping of Main Plant, Offsite, Kalwari, AWRS and CMRS Operation (2023-25) at NTPC, Kanti.

(Domestic Competitive Bidding)

NIT No: 9900255240

Date: 17.03.2023

1. NTPC invites on-line bids on **Single Stage Two Envelope Bidding basis** (Envelope-I: Techno-commercial Bid & Envelope-II: Price Bid) from Eligible Bidders for aforesaid package, as per the scope of work briefly mentioned hereinafter.
2. **Brief Scope of Work**
SOW includes housekeeping of Main Plant, offsite areas, Kalwari & AWRS pump house and operation & handling of mill reject systems (MRS) of stage 2.
NTPC intends to finance subject Package through Domestic Commercial Borrowings/Own sources.
3. Detailed Specification, Scope of Work and Terms and Conditions are given in the bidding document, which are available for examination and sale at our e Procurement Portal (<https://eprocurentpc.nic.in/nicgep/app>) and as per the following schedule:

Document Download Commencement Date & Time	17.03.2023
Source of IFB/NIT	Central Procurement Group-1, Raipur
Last date for receipt of queries from bidders (if any)	27.03.2023
Last Date and Time for Bid submission	05.04.2023 up to 1600 HRS (IST)
Technical Bid Opening Date & Time	06.04.2023 at 1600 HRS (IST)
Price Bid Opening Date & Time	Shall be intimated separately.
Cost of Bidding Documents in INR	5310/- (Five Thousand Three Hundred Ten Only)
Bid Security/EMD in INR	10 Lakh (Ten Lakh Only)
Benefit to MSME	Applicable.

USSC-CPG1, RAIPUR

Contract Period	24 (Twenty-Four Months)
Integrity Pact	Not Applicable
Pre-Bid Conference Date & Time (if any)	Not Applicable
Reverse Auction	Not Applicable

“No Queries from Bidders, whatsoever, shall be entertained by the Employer beyond the last date of receipt of Queries/ Pre-Bid Conference (if applicable) as specified above.”

Corrigendum (if any) shall be available on our e-tender website <https://eprocurmentpc.nic.in> only.

As per provisions of Bidding Documents, the Bidders shall submit “Techno-Commercial Proposal” and “Price Proposal” online (<https://eprocurmentpc.nic.in/nicgep/app>), within the bid submission date and time as mentioned above. Only Techno-Commercial proposals will be opened on the date and time mentioned above.

Note: For any corrigendum and extension of date of bid submission, please visit the website <https://eprocurmentpc.nic.in>

4. All bids must be accompanied by **Tender Fees (Cost of Bidding Documents submitted through online portal only) and Integrity Pact(if applicable). Integrity Pact shall be submitted as per instruction mentioned in ITB/ SCC.**

Any bid without an acceptable Tender Fees (through online payment) and Integrity Pact (if applicable) shall be rejected by Employer as being non-responsive and shall not be opened.

5. **All bids must be accompanied by BID SECURITY for an amount (as mentioned at Clause 3.0 above).**

"ANY BID NOT ACCOMPANIED BY AN ACCEPTABLE BID SECURITY IN A SEPARATE SEALED ENVELOPE (ONLY IN CASE WHERE SECURITY BID IS SUBMITTED THROUGH BG) SHALL BE REJECTED BY THE EMPLOYER AS BEING NON-RESPONSIVE AND SHALL NOT BE OPENED. IN CASE, THE BID SECURITY IS SUBMITTED THROUGH ELECTRONIC FUND TRANSFER (EFT), BIDDER TO SUBMIT THE PROOF OF E-PAYMENT OF BID SECURITY EITHER IN SEPARATE SEALED ENVELOPE OR IN THE E-TENDERING PORTAL."

Any bid without an acceptable Tender Fees (through online payment), Bid Security (online or BG) and Integrity Pact(if applicable) shall be rejected by Employer as being non-responsive and shall not be opened.

6. **Qualifying Requirements for Bidders: The bidder who wishes to participate in the bidding shall meet the Qualifying Requirements stipulated hereunder:**

6.1 Technical Criteria:

- 6.1.1 The bidder should have executed the work(s) for ‘**Operation Assistance / Operation / Operation & maintenance/ Housekeeping / Upkeeping / Manpower assistance**’ in a Power Plant, for executed value of at least Rs. 208 lakh (Rupees Two Crore eight lakh) in a maximum of three contracts, within preceding seven (07) years prior to the date of Techno-Commercial bid opening.

Notes for Technical Criteria:

1. The word “Executed” mentioned above means that the bidder should have

USSC-CPG1, RAIPUR

achieved the criteria specified above, even if the total contract is started earlier and/or is not completed/closed.

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.
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.
4. For arriving at the executed value of order specified at 1.1.1 above, basic amount (excluding consumables) only shall be considered if consumables cost is on reimbursement basis. In case of an order/contract is inclusive of Taxes, agency has to provide the break-up of basic value (excluding consumables and tax).

6.2 Financial Criteria: -

- 6.2.1 The Average Annual Turnover of the Bidder, should not be less than Rs 261 Lakh (Rupees Two Crore Sixty-one lakh only) during the preceding three (3) completed financial years prior to the date of Techno-Commercial bid opening.
- 6.2.2 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 Techno- Commercial 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.
- 6.2.3 The Net Worth of the bidder shall not be less than 100% of the bidder's paid up share capital as on the last day of the preceding financial year. In case the Bidder meets the requirement of Net Worth based on the strength of its Subsidiary(ies) and/or Holding Company and/or Subsidiaries of its holding companies wherever applicable, the Net Worth of the Bidder and its Subsidiary(ies) and/or Holding Company and/or Subsidiary(ies) of the Holding Company, in combined manner should not be less than 100% of their total paid up share capital. However individually, their Net worth should not be less than 75% of their respective paid-up share capitals. Net worth in combined manner shall be calculated as follows:

$$\text{Net worth (combined)} = (X1+X2+X3) / (Y1+Y2+Y3) \times 100\%$$

Where X1, X2, X3 are individual Net worth which should not be less than 75% of their respective paid-up share capitals and Y1, Y2, Y3 are individual paid up share capitals.

- 6.2.4 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.

- 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

USSC-CPG1, RAIPUR

the bidding documents, stating that the unaudited unconsolidated financial statements form part of the Consolidated Annual Report of the company.

- 6.2.5 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.

Notes for 6.2:-

- 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.

7. "Any Certificate(s) / Financial Statement(s) / Audited Balance Sheet and P&L Account (wherever applicable) undertaken/ signed by a Member of Institute of Chartered Accountant of India (ICAI), which Bidders submit in support of compliance to Qualifying Requirements (QR), will carry Unique Document Identification Number (UDIN) generated in line with the Gazette Notification of Council of Institute of Chartered Accountant of India (ICAI)."

8. Notwithstanding anything stated above, the Employer reserves the right to assess the capabilities and capacity of the Bidder/ his collaborators / associates/ subsidiaries / group companies to perform the contract, should the circumstances warrant such assessment in the overall interest of the Employer.
9. The reference works whose details have been declared in their bid shall only be considered to ascertain the bidder's compliance to the specified qualifying Requirement (QR). The Employer at its discretion may seek any clarification and/ or documentary evidence only for the reference works as mentioned above. However, no change or substitution of the reference works by new/ additional plant for conforming to the specified qualifying Requirement shall be sought, offered or permitted".
10. 'Class-I local suppliers' only are eligible to participate in this tender, as defined in the bidding documents/ Public Procurement (Preference to Make in India), Order 2017 and its subsequent amendments/ revisions issued by DPIIT. The bidders may apprise themselves of the relevant provisions of bidding documents in this regard before submission of their bids.
11. Any 'Bidder from a country which shares a land border with India', as specified in the Bidding Documents, will be eligible to bid in this tender only if bidder is registered with the Competent Authority as mentioned in the Bidding Documents.

However, the said requirement of registration will not apply to bidders from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in

USSC-CPG1, RAIPUR

which the Government of India is engaged in development projects.

12. NTPC reserves the right to reject any or all bids or cancel/withdraw the NIT for the subject package without assigning any reason whatsoever and in such case no bidder/intending bidder shall have any claim arising out of such action.
13. Issuance of bid documents to any bidder shall not construe that such bidder is considered to be qualified. Bids shall be submitted online and opened at the address given below in the presence of Bidder's representatives who choose to attend the bid opening.
14. The bidding document is available online. A complete set of Bidding Documents may be downloaded by any interested Bidder from the NTPC tender website <https://eprocurementpc.nic.in>. The Bidder would be required to register on the website.

First time users are required to register themselves on NTPC tender website (<https://eprocurementpc.nic.in>) after filling up the required details. Users whose email address has not been linked to a vendor code allotted by NTPC/ first time users not allotted any vendor code by NTPC, should send a copy of the registration details to the e-mail address specified in this NIT under Address for Communication with following details at least three working days prior to Technical Opening Date:

- a) Request on the letter head of the Company
- b) Address Proof
- c) Copy of GST Registration Certificate & PAN Card,
- d) Email ID and Contact No.
- e) Name and Designation of the contact person
- f) Cancelled cheque & E.F.T form duly verified by bank

Note: **No Hard Copy of bidding documents shall be issued.**

15. Transfer of Bidding Documents purchased by one intending Bidder to another is not permissible.
16. Bidders may refer Annexure-I attached herewith for Stop gap arrangement in view of COVID-19 pandemic.
17. Address for Communication

AGM/DGM (Contracts & Materials)

NTPC Limited,

Unified Shared Service Centre,

Central Procurement Group-1,

Western Region-II Head Quarter, Plot No.-87, Sector-24, Atal Nagar

Nava Raipur, Raipur, Chhattisgarh, Pin Code-492101

Tel. No.: 0771-2515568

Email: monikasagar@ntpc.co.in / pankajkumar07@ntpc.co.in

Websites: <https://eprocurementpc.nic.in>, www.ntpctender.com or www.ntpc.co.in

18. **Registered Office:**
NTPC Limited
NTPC Bhawan, SCOPE Complex,
7, Institutional Area, Lodi Road,
New Delhi – 110003
Corporate Identification Number: L40101DL1975GOI007966.
Website: www.ntpc.co.in

Stop Gap arrangement with regard to receipt of 'Documents to be submitted in physical form along with the bid', as specified in Bidding documents, in digital form, in view of COVID-19 pandemic:

1. Receipt of Bid Security:

In case of Bidders opting for Bank Guarantee as Bid Security but unable to submit the Original Bank Guarantee in physical form at the tender opening location, before the deadline for submission of bids, following shall also be considered acceptable, subject to followings:

- i. The issuing bank shall intimate through their own official e-mail id to concerned C&M department with a copy to Bidder regarding issuance / extension of Bank Guarantee (BG) along with following documents, before the deadline of submission of bids: -
 - a. The scanned copy of the BG.
 - b. SFMS / SWIFT message acknowledgement copy sent to NTPC / Employer's banker stating the date of sending.
 - c. An undertaking from the issuing Bank strictly as per format enclosed at Annexure-A.

SFMS / SWIFT message must be sent to the NTPC/Employer's bank, details of which are mentioned in Bidding documents.

- ii. Bidders shall also be required to upload the scanned copy of the BG on GePNIC (Fee Cover) / e-tendering portal.

The bidder shall be required to submit all the documents in the manner as specified at para 1 above, to reach NTPC/Employer before the deadline for submission of bids, failing which its bid shall be rejected as being non- responsive and not opened.

In such a case, Bidder shall also be required to submit the Original BG in physical form to reach NTPC at the address mentioned in Bidding Documents, not later than **10 days from the date of submission of Techno-Commercial bids or before the Price Bid opening, whichever is earlier**, failing which its bid shall be rejected and not considered for further evaluation.

2. Power of Attorney: Bidder also have option to upload scanned copy of the Power of Attorney of the Bidder / Collaborator(s) / JV partners, as applicable, along with the Authority of the person issuing the Power of Attorney, along with the bid on the GePNIC / e-tender portal.
3. Integrity Pact (if applicable): Bidder also have option to submit scanned copy of Integrity Pact (Pre-signed by the Employer), digitally signed by all the Executants. The same shall be uploaded in 'Fee Cover'. In such cases, the signature of Witnesses in the Integrity Pact shall not be required.



USSC-CPG1, RAIPUR

Annexure-A

**Format of Undertaking
(To be sent by Issuing Bank through official
email-ID)**

From: xxxbank@xx.in

To: xxx@ntpc.co.in

We have issued BG No. dated for an amount of Rs. on behalf of..... [Name of Bidder] towards Bid Security / EMD for Tender No. in favour of [Name of Employer].

Please find enclosed the soft copy of the Bank Guarantee and SFMS acknowledgement. This SFMS is sent on.....(date).

Any demand / claim made by the 'Employer' shall be conclusive and binding on us irrespective of any dispute or difference raised by the Bidder till the validity period mentioned in the Bank Guarantee.

However, in absence of the physical copy of aforementioned BG with the Employer, we undertake that Employer's demand / claim will be binding and conclusive on us without the physical copy of aforementioned BG till fourteen (14) days from the due date of submission of Techno-Commercial bids.

We undertake not to cancel the aforementioned BG No. without written consent / instruction from NTPC.

(Name of Bank Official)

Authority No.