

NTPC LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)

UNIFIED SHARED SERVICE CENTRE, CPG-1, RAIPUR

CONTRACT & MATERIAL DEPTT

Section-I

NOTICE INVITING TENDER (NIT)

FOR

Biennial Contract for Housekeeping of Main Plant & Offsite and shift assistance for operation department Darlipalli STPP

(Domestic Competitive Bidding)

Tender Ref: NTPC/USSC-CPG1/9900255466

1.0 NTPC Limited (NTPC) invites online 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.

2.0 BRIEF SCOPE OF WORK

The scope of work comprises of “**Biennial Contract for Housekeeping of Main Plant & Offsite and shift assistance for operation department**”.

NTPC intends to finance subject Package through Internal Resources.

3.0 Detailed Specification, Scope of Work and Terms & Conditions are given in the Bidding Documents, which are available for examination and Sale at our eProcurement Portal (<https://eprocurmentpc.nic.in/nicgep/app>) and as per the following schedule:

Form of Contract/Tender Category	Services*
Source of IFB/NIT	Central Procurement Group – 1, Raipur
NIT Date	As per details at https://eprocurmentpc.nic.in
Document sale Commencement Date	
Last date for receipt of queries from bidders (if any)	
Last Date & time for Bid submission	
Technical Bid Opening Date & Time	
Price bid Opening Date & time	Shall be intimated separately.
Cost of Bidding Documents / Tender Fee	Rs. 2,655/- (Rupees Two Thousand Six Hundred & Fifty-Five Only)
Bid Security / EMD	Rs. 5,00,000/- (Rupees Five Lakh only)
Benefit to MSME	Applicable. The bidders may apprise themselves of the relevant provisions of bidding documents in this regard before submission of their bids.
Contract Period	24 Months
Pre-Bid Conference Date & Time (if any)	Not Applicable

Reverse Auction	Not Applicable
Integrity Pact	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 on e-tender portal”.

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

As per provisions of Bidding Documents, the Bidders shall submit “Techno-Commercial Proposal” and “Price Proposal” online (<https://eprocurrentpc.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://eprocurrentpc.nic.in>

4.0 All bids must be accompanied by Tender Fees (Cost of Bidding Documents) & Bid Security for an amount (as mentioned at Clause 3.0 above) ~~and Integrity Pact. Integrity Pact shall be submitted as per instruction mentioned in ITB/SCC.~~

“ANY BID NOT ACCOMPANIED BY AN ACCEPTABLE BID SECURITY IN A SEPARATE SEALED ENVELOPE (ONLY IN CASE WHERE BID SECURITY 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 (through online payment or BG) ~~and Integrity Pact~~ shall be rejected by Employer as being non-responsive and shall not be opened.

5.0 QUALIFYING REQUIREMENTS FOR BIDDERS.

The bidder who wishes to participate in the bidding shall meet the Qualifying Requirements stipulated hereunder:

5.1 Technical Criteria:

5.1.1 The bidder should have executed the work(s) of ‘**Operation Assistance / Operation / Operation & maintenance/ Housekeeping / Upkeeping / Manpower assistance**’ in a Power Plant, for executed value of at least Rs. 187 lakh (Rupees One Crore Eighty seven lakh) in a maximum of three contracts, within preceding seven (7) 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 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 work specified at 5.1.1 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).

5.2 Financial criteria:

5.2.1 The Average Annual Turnover of the Bidder, should not be less than **Rs. 234 Lakh (Rupees Two Crore Thirty-four lakh only)** during the preceding three (3) completed financial years prior to the date of Techno-Commercial bid opening.

5.2.2 In case the bidder does not satisfy the financial criteria, stipulated at Cl. 5.2.1 above on its own, its Holding Company would be required to meet the stipulated turnover requirements at Cl. 5.2.1 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.

5.2.3 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 requirements 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 Subsidiaries 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.

5.2.4 In case the bidder is not able to furnish its audited financial statements on standalone 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.

a. Copies of the unaudited unconsolidated financial statements of the bidder along with copies of the Audited consolidated financial statements of its Holding Company.

b. 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.

5.2.5 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 5.2:

1. Other income shall not be considered for arriving at annual turnover.
2. "Holding Company" and "Subsidiary Company" shall have the meaning ascribed to them as per Companies Act of India, in vogue.
3. 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.

6.0 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).

7.0 Notwithstanding anything stated above, the Employer reserves the right to assess the **credentials/capabilities/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.

The physical or any mode of assessment/verifications by Employer shall include but not be limited to the assessment/verifications of office/ facilities/ banker's/ submitted reference works in lieu of credentials. A negative determination of such assessment of credentials/capacity/capabilities may result in rejection of the bid.

8.0 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".

9.0 '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.**

10.0 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 which the Government of India is engaged in development projects.

- 11.0 NTPC reserves the right to reject any or all bids or cancel / withdraw the Invitation for Bids/NIT without assigning any reason whatsoever and in such case no bidder / intending bidder shall have any claim arising out of such action.
- 12.0 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.
- 13.0 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://eprocurmentpc.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://eprocurmentpc.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.

- 14.0 Transfer of Bidding Documents purchased by one intending Bidder to another is not permissible.
- 15.0 **Address for communication:**

DGM/AGM (CPG-I/C&M)

NTPC Limited, Unified Shared Service Centre,
Central Procurement Group-I,
Western Region-II Head Quarter, Plot No.-87, Sector-24, Atal Nagar
Nava Raipur, Raipur, Chhattisgarh, Pin Code-492101
Tel. No.: 0771-2515438/0771-2515485
Email: bhupeshgupta@ntpc.co.in / monikasagar@ntpc.co.in

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

16.0 **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