

NTPC LTD

(A Government of India Enterprise)



C&M, CPG-1, USSC NTPC RAIPUR

NOTICE INVITING TENDER

Bidding Document Number: 9900261235

(This document is meant for the exclusive purpose of bidding against this Bid Document No. / Specification and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued).

SECTION-I

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

'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."

1.0 NTPC Ltd , CPG-1 , C&M department , Raipur invites online bids on **SINGLE STAGE TWO ENVELOP BIDDING** basis from Eligible bidders for aforesaid Package **as per the Scope of Work briefly mentioned herein after:**

2.0 Brief Details:

Brief Scope: Deployment of Manpower for Operational Assistance in MPO, Off-sites, AWRS, AWTP, St-2 DATEP areas and Data entry operator in Operation Department Office at NTPC-Singrauli.

2.1	NIT No.	9900261235
2.2	Description of work:	Deployment of Manpower for Operational Assistance in MPO, Off-sites, AWRS, AWTP, St-2 DATEP areas and Data entry operator in Operation Department Office at NTPC- Singrauli.
2.3	Source of NIT	CPG-1, C&M (Raipur), NTPC Ltd.
2.4	Contract Classification	Service contract.
2.5	Approved Cost Estimate (INR)	9,62,00,423.74 plus GST extra.
2.6	Last Date and Time for Bid Submission	As published / mentioned at GeM Portal.
2.7	Last Query Date	Seven (07) days from publishing of NIT on GeM Portal.
2.8	Technical Bid Opening Date & Time	As published / mentioned at GeM Portal.
2.9	Price Bid Opening Date & Time	Shall be auto intimated to qualified bidders after evaluation of Techno-Commercial Bid through GeM Portal.
2.10 (a)	Tender Fee	Not Applicable at GeM Portal.
2.10 (b)	Bid Security/EMD	INR 10,00,000/- (Ten Lakhs Only). Tender Fee/EMD exemption is applicable in the subject NIT for MSE Registered Bidders Only.

2.11	INTEGRITY PACT (To be submitted online only)	Not Applicable. For Format, refer Section VII "Forms & Procedure of the Bidding Document.
2.12	EVALUATION	OVERALL / LUMPSUM.
2.13	MSE Benefits	<p>Applicable.</p> <p>Benefits under PPP 2012 for MSEs are applicable only for (a) Goods produced and (b) Services provided by MSEs. In this regard, OM dated 9.11.2016 and its subsequent amendment/clarifications issued by MSME from time to time regarding definition of Goods and Services may be referred. MSE benefits shall not be applicable to Trader/Dealer of Goods. Further, MSE benefits shall also not be applicable for Works Contracts.</p> <p>Micro and Small Enterprises (MSEs) having Udyam Registration for Goods produced and Services rendered shall only be eligible for MSE benefits.</p> <p>In case of an upward change in terms of investment in plant and machinery or equipment or turnover or both, and consequent re-classification, an enterprise shall continue to avail of all non-tax benefits of the category (micro or small or medium) it was in before the re-classification, for a period of three years from the date of such upward change.</p> <p>The benefits to the participating Service Providers under PPP 2012 shall be applicable irrespective of product (Goods / Services) categories for which bidder is registered as MSE.</p>
2.14	Make in India Policy	<p>Applicable (For details refer ITB)</p> <p><i><u>'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.'</u></i></p>
2.15	Preference to Class-I Local Suppliers	Class-I Local Suppliers only are eligible to participate in this tender.
2.16	Contract Period	24 Months from the date of Letter of Award (LOA).
2.17	Splitting of quantity (MSE)	Allowed / Not allowed.
2.18	Reverse auction	Applicable / Not Applicable
2.19	-	

2.20	Mobilization Period	07 days from Issue of LOA
2.21	-	
2.22	<p>First time users not allotted any vendor code are requested to approach NTPC at least ten (10) working days prior to Document download close date and submit the Following:</p> <p><u>a) For Creation of Vendor Code:</u></p> <p>i) Request letter on company's letter head of the bidder ii) Copy of GST Registration, PAN No. iii) valid E-mail-ID iv) Address Proof v) Cancel Cheque & EFT Form (to be verified by bank)</p> <p>Note: Format of E.F.T (Electronic Fund Transfer) Form is attached along with tender document.</p>	
2.23	<p>All bids must be accompanied by Bid Security as stipulated in the Bidding documents in the form of EMD BG/ISB. (BG - Bank Guarantee, ISB - Insurance Surety Bond)</p> <p>While submitting the bid for the subject work, please upload EMD BG/ISB online along with your offer. Hard copy of original EMD BG/ISB shall reach CPG-1 Raipur, within 05 working days from Techno-Commercial BOD, as per GeM GTC.</p> <p>"ANY BID NOT ACCOMPANIED BY AN ACCEPTABLE BID SECURITY (EMD BG/ISB) IN A SEPARATE SEALED ENVELOPE SHALL BE REJECTED BY THE EMPLOYER AS BEING NON-RESPONSIVE"</p>	
3.0	QUALIFYING REQUIREMENTS FOR BIDDERS:	
	The bidder who wishes to participate in the bidding shall meet the Qualifying Requirements stipulated hereunder:	
3.1	<u>TECHNICAL CRITERIA:</u>	
3.1.1	<p>The bidder should have executed work(s) for 'Operation Assistance / Operation / Operation & maintenance / Manpower Assistance' in a Coal-based Thermal Power Plant, for an executed value of at least Rs. 385 lakhs (Rupees Three Crore Eighty-Five lakh) in a single contract within preceding 07 (seven) years prior to date of Techno-Commercial bid opening.</p> <p>Notes for Technical Criteria 3.1.1:</p> <ol style="list-style-type: none"> 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. 	

	<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. Reference works executed by the bidder, as a member of joint Venture / Consortium / Associate can also be considered provided:</p> <p>a. The allocation of scope of work between the partners of the joint Ventures / consortium / Associate is clearly defined in the executed joint venture agreement / consortium agreement / deed of joint undertaking and the bidder's scope of work and break-up of quantities executed by them as individual contribution in the joint Venture / Consortium / Associate, duly authenticated by the Project Authority / Owner, meet the relevant provisions of eligibility criteria.</p> <p>b. In case the reference work has been executed by the bidder in an integrated joint venture wherein allocation of scope of work and break-up of quantities between the partners is not clearly specified in the integrated joint venture Agreement, then for establishing the eligibility as per technical criteria 3.1.1 of QR, the credit of executed quantities can be claimed by the bidder in the ratio of bidder's share in the integrated joint Venture Agreement, provided the applicant establishes that it regularly undertakes works mentioned in QR. The executed works/ quantities by the integrated joint venture shall be duly authenticated by the Project Authority/owner.</p>
3.2	<u>FINANCIAL CRITERIA:</u>
3.2.1	The Average Annual Turnover of the Bidder, should not be less than Rs 481 Lakh (Rupees Four Crore Eighty-one lakh only) during the preceding three (3) completed financial years as on the date of Techno-Commercial bid opening.
3.2.2	In case the bidder does not satisfy the financial criteria, stipulated at Cl. 3.2.1 above on its own, its Holding Company would be required to meet the stipulated turnover requirements at Cl. 3.2.1 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.
3.2.3	<p>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.</p> <p>Net worth in combined manner shall be calculated as follows:</p>

	<p>Net worth (combined) = $(X1+X2+X3) / (Y1+Y2+Y3) \times 100\%$</p> <p>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.</p>
3.2.4	<p>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.</p> <p>a) Copies of the unaudited unconsolidated financial statements of the bidder along with copies of the Audited consolidated financial statements of its Holding Company.</p> <p>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.</p>
3.2.5	<p>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>
	<p><u>Notes for clause 3.2 above:</u></p> <ol style="list-style-type: none"> Other income shall not be considered for arriving at annual turnover. “Holding Company” and “Subsidiary Company” shall have the meaning ascribed to them as per Companies Act of India, in vogue. 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.
	<p>Please refer ITB 5.4 and Attachment-3: submit all the documents in support of Technical Qualification Requirements (such as copy of Purchase Orders/ Work Orders/ Contract Agreements/ Client Certificates etc.), duly certified and verified for authenticity from Independent Statutory Auditor of their Company (App-D to Attachment-3) or specified Third-Party Inspection Agency (TPIA) (App-E to Attachment-3).</p> <p>A) Proprietorship and Partnership Firms are required to submit Undertaking / Certificate of authenticity from Third Party Inspection Agency (TPIA) only.</p>

Bidder as Company can submit Certification / Undertaking for authenticity of documents either from Independent Statutory Auditor of their company or from specified TPIA (Detailed in SCC clause no. 3.0).

B) If any of the Submitted Reference work executed by Bidder are directly awarded to them by NTPC or Subsidiary/JV companies of NTPC; then for those reference works only, Bidder shall not be required to submit Client Certificate (s) or Certificate of authenticity from Independent Statutory Auditor or specified TPIA.

C) The undertaking / Certificate of authenticity issued from Independent Statutory Auditor or specified TPIA submitted for any reference work/s in earlier tender/s floated from NTPC; can be submitted by the bidder in the present tender or any future tenders subject to fulfilment of QR criteria as stipulated in NIT. The same would be acceptable subject to conditions mentioned in Note at A) above.

D) Further if any of the reference work submitted in the present tender, have already been submitted and verified/accepted by NTPC in earlier tender/s, details of NIT no., tender inviting authority etc. of that earlier tender/s are to be filled up by the bidder in Attachment-3 of the present tender. The same may be accepted for the purpose of authenticity, subject to confirmations & fulfilment of qualifying requirement of the present tender.

However, if required by NTPC, the bidder shall have to submit Undertaking / Certificate of authenticity issued from Independent Statutory Auditor or specified TPIA for any of the reference work(s) submitted in earlier tender.

E) 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.

F) 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.

***Note:** 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).

4. 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 their Bid. 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".

5. '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.**

Minimum Local Content = 60.0%.

6. 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.

Further, any bidder (including bidder from India) having specified Transfer of Technology (ToT) arrangement with an entity from a country which shares a land border with India, will be eligible to bid only if the bidder is registered with the same competent authority.

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.

7. 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.
8. The bidding document is available online. A complete set of Bidding Documents may be downloaded by any interested Bidder from the [GeM Portal \(https://gem.gov.in\)](https://gem.gov.in). The Bidder would be required to register on the GeM Portal as a seller.

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

9. **Address for communication:**
SM / DGM / AGM (CPG-1/C&M)

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.: 0771-2515360 / 0771-2515212
Email: anandshanker@ntpc.co.in / psubbaraju@ntpc.co.in

Websites: www.gem.gov.in or www.ntpctender.ntpc.co.in or www.ntpc.co.in

10. **Registered Office**

NTPC Limited
NTPC Bhawan, SCOPE Complex,
7, Institutional Area, Lodi Road,
New Delhi – 110003
Corporate Identification Number: 40101DL1975GOI007966.
Website: www.ntpc.co.in