

***NTPC LIMITED***  
***(A Government of India Enterprise)***



***SECTION – I***

***NOTICE INVITING TENDER (NIT/IFB)***



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2023/B/4188273  
Dated/दिनांक : 10-11-2023

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	24-11-2023 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	24-11-2023 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Power
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	Ntpc Limited
Office Name/कार्यालय का नाम	Ssc Coal Mining Ntpc
Item Category/मद केटेगरी	Custom Bid for Services - Job Contract for deployment of village mobilizer site execution manpower site attendant at KDCMP for a period of 24 Months
Contract Period/अनुबंध अवधि	2 Year(s)
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

### EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
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EMD Amount/ईएमडी राशि	500000
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#### ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

#### Beneficiary/लाभार्थी :

NTPC Limited

NTPC Limited, Shared Services Centre - Coal Mining HQ, Opposite Chutia Police Station, Distt : Ranchi -834001  
(Ntpc Limited)

#### Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

#### MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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#### MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

[OM\\_No.1\\_4\\_2021\\_PPD\\_dated\\_18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

2. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा****Scope of Work:**[1699444653.pdf](#)**Payment Terms:**[1699444659.pdf](#)**Service Level Agreement (SLA):**[1699444665.pdf](#)**GEM Availability Report ( GAR):**[1699444667.pdf](#)**Custom Bid For Services - Job Contract For Deployment Of Village Mobilizer Site Execution Manpower Site Attendant At KDCMP For A Period Of 24 Months ( 1 )****Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Job Contract for deployment of village mobilizer site execution manpower site attendant at KDCMP for a period of 24 Months
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़****Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	The quantity of procurement "1" indicates Project based or Lumpsum based hiring.	Additional Requirement/अतिरिक्त आवश्यकता
1	Ramesh Kumar D	825311,Sikri Site Office, P.O. Barkaga Hazaribag - JHARKHAND Jharkhand- 825311, India	1	N/A

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें****1. Forms of EMD and PBG**

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

NTPC LIMITED  
payable at

RANCHI

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

## 2. Forms of EMD and PBG

Bidders can also submit the EMD with Banker's Cheque in favour of

NTPC LIMITED  
payable at  
RANCHI

Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

## 3. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1. Additional Terms & Conditions (ATC) of this tender comprises the following documents:

### Section

- I Invitation for Bids (IFB)/Tender Enquiry/Notice Inviting Tender (NIT)
- II Instructions to Bidders (ITB)
- III General Conditions of Contract (GCC)
- IV Special Conditions of Contract (SCC)
- V Technical Specifications (Scope of Supply/Service) etc.
- VI Schedule of Quantities (SOQ) / Bill of Quantities (BOQ)

VII Forms and Procedures, Bid forms and attachments

**2. A complete set of documents as mentioned above are enclosed in the GE M bid.**

**3. Terms and Conditions stipulated in ATC will supersede those in GeM GTC and STC in case of any conflicting provisions.**

4. Bidders are required to submit the documents as mentioned in the above-mentioned Section(s) including Forms and Procedures.

Formats of the documents required to be submitted can be referred from "Section-VII : Forms and Procedures" enclosed in the GEM Bid documents.

5. SD (Security Deposit):SD shall be deducted @ 10% in each bill up to the ceiling value of 10% of award value.

6. The package is reserved for Class I Local supplier. The Minimum Local content required is 60 % for the package. By submitting the bid, bidder agrees that they meet the MLC content of 60 %.

7. "Eligibility condition for Participation:

i) NTPC enlisted vendors for the Contractor Enlistment ("MP-01 - Enlistment of vendors for hiring of manpower (Unskilled/ Semi-skilled/ Skilled / Highly Skilled / Specialized manpower) for assistance in various NTPC Stations/Projects/Sites/ Offices- CAT-1 (MP-01) (Cat: 1)) with Average Annual Turn Over (AATO) & EC (Execution Capability) equal to or more than Rs.1,59,74,127/- can only participate in this tender. Bids received from other than enlisted bidders shall not be considered and the same shall be rejected. Bids received from enlisted bidders not meeting the above mentioned AATO and EC criteria shall be rejected during technical evaluation.

ii) If non enlisted/rejected vendors are interested to participate, can do so in future tenders first by enlisting themselves for the respective product category (CEG). They s

shall have to visit NTPC CPC website <https://vdc.ntpc.co.in> and submit online application against items/services (Material /Contract Enlistment Groups) of their choice. If they meet the criteria stipulated in the Qualifying Requirement, they shall be enlisted in line with the Terms and Conditions of enlistment.

iii) All participating vendors in this tender shall submit their latest enlistment certificate issued to them with mention of AATO & EC values for the item category (CEG) or submit any other proof of their enlistment in which AATO & EC along with CEG is mentioned. Else vendors may also attach the mail sent to them by the C&M /buyer department for participation in this specific tender.”

8. Instructions for filling the Price Bid:

a. The Bill of Quantity (BOQ) along with estimated price excluding GST along with price break up under the subject package is attached in the bid document.

b. Instructions for arriving Item wise BOQ rates for NTPC SAP PO:

The bidder must quote its total price under the package on Lumpsum basis including GST. Subsequent to issuance of GEM Contract, NTPC shall also issue SAP PO for the subject package in which the price breakup of each BOQ item (after excluding GST) shall be mentioned. The award price of each BOQ item shall be arrived by multiplying the estimated price of respective BOQ item with the factor “X” as given below:

Factor “X” = The ratio of Total awarded price (after excluding GST) divided by total estimated price (excluding GST).

9. The format of the Bank Guarantee shall be in accordance with the form of Bank Guarantee towards Bid Security/EMD/Performance security/Security for the Deed of Joint Undertaking (if applicable)/Advance payment (if applicable) included in the Employer’s Bidding Documents only. In addition, the format of the Insurance Surety Bond shall also be in accordance with the form of Insurance Surety Bond towards Bid security/Performance security/\*Security for the Deed of Joint Undertaking (if applicable) included in the Employer’s Bidding Documents only.

Any bid not accompanied by an acceptable bid security in a separate sealed envelope shall be rejected by the Employer as being non-responsive.

10. Only Class-I local suppliers as specified in bidding documents are eligible to bid. Bids received from bidders other than Class-I Local supplier shall be outrightly rejected. The submission of bid by a bidder shall be considered as Bidder's confirmation to meeting the minimum local content specified in the bidding documents.

11. Further, submission of bid by a bidder shall be considered as Bidder's confirmation as accepting NO DEVIATION in the bidding documents.

## **Disclaimer/अस्वीकरण**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any

Category item bunched with it.

4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

**---Thank You/धन्यवाद---**

**NTPC Limited**  
(A Government of India Enterprise)

**SHARED SERVICES CENTRE – CMHQ-RANCHI**  
**CONTRACT & MATERIAL DEPTT.**

**NOTICE INVITING TENDER (NIT)**  
**FOR**

**PACKAGE NAME:** Job Contract for deployment of village mobilizer, site execution manpower & site attendant at KDCMP for a period of 24 Months.

**(Domestic Competitive Bidding)**

**Mode of Tendering: Limited Tender (As per NTPC Enlisted Vendor List)**

- I. 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 aforementioned package as per Scope of Work mentioned hereinafter.
- II. **Brief Scope of Work:** Job Contract for deployment of village mobilizer, site execution manpower & site attendant at KDCMP for a period of 24 Months.
- III. Detailed Specification, Scope of Work and Terms and Conditions are given in the bidding document, which are available on-line (<https://gem.gov.in/>) as per the following schedule:

Tender Reference No.	Refer NTPC GEM Portal
Tender ID:	
Date of issue of IFB	
Downloading of Bidding Document	
Pre-Bid Conference date	
Last date for receipt of queries on Bidding Documents from Bidders (No Queries from Bidders, whatsoever, shall be entertained by the Employer beyond the last date of receipt of Queries/ Pre-Bid Conference (if applicable))	
Last date & Time for submission of online bids	
Date and Time for opening of Techno-Commercial bids	
Opening of Price Bids	
Cost of Bidding Documents	
Bid Security (EMD)	
MSE Benefits and Purchase Preference to MSEs	Applicable.  The subject tender is a Service Category tender. Accordingly, Micro and Small Enterprises (MSEs) having UDYAM Registration, for goods produced and services rendered, shall be exempted from



	paying Earnest Money Deposit. Such registered bidders will have to submit UDYAM Registration Certificate, as a proof of being MSE on GeM Portal.
Order Placement	On Single Agency. Splitting of quantity is not possible.
Integrity Pact (As per SCC clause 28.0)	Not Applicable
Evaluation criteria (As per SCC clause 30.0 and ITB clause 23.0)	PACKAGE WISE EVALUATION WITHOUT SPLITTING
Contract Category (As per SCC clause 27 and GCC Sub-Clause 45.2)	<b>Contracts Other than overhauling/ <del>Contracts for overhauling</del></b>

Note: For any corrigendum and extension of date of bid submission, please visit the website [www.gem.gov.in](http://www.gem.gov.in)

**IV.** Bidder may submit EMD (if applicable) in a sealed envelope separately offline along with other documents mentioned in the tender documents by the stipulated bid submission closing date and time at the address given below in accordance with the provisions set forth in the bidding documents, failing which, online bid shall be treated as nonresponsive and shall not be opened. **ANY BID NOT ACCOMPANIED BY AN ACCEPTABLE BID SECURITY/EMD SHALL BE REJECTED BY THE EMPLOYER AS BEING NON-RESPONSIVE AND SHALL NOT BE OPENED.**

**V. Not Applicable**

**VA. Eligibility Condition for Participation:**

1. NTPC enlisted vendors for the Contractor Enlistment ("MP-01 - Enlistment of vendors for hiring of manpower (Unskilled/ Semi-skilled/ Skilled / Highly Skilled / Specialized manpower) for assistance in various NTPC Stations/Projects/Sites/ Offices- CAT-1 (MP-01) (Cat: 1)) with Average Annual Turn Over (AATO) & EC (Execution Capability) equal to or more than Rs.1,59,74,127/- can only participate in this tender. Bids received from other than enlisted bidders shall not be considered and the same shall be rejected. Bids received from enlisted bidders not meeting the above mentioned AATO and EC criteria shall be rejected during technical evaluation.
2. If non enlisted/rejected vendors are interested to participate, can do so in future tenders first by enlisting themselves for the respective product category (CEG). They shall have to visit NTPC CPC website <https://vdc.ntpc.co.in> and submit online application against items/services (Material /Contract Enlistment Groups) of their choice. If they meet the criteria stipulated in the Qualifying Requirement, they shall be enlisted in line with the Terms and Conditions of enlistment.
3. All participating vendors in this tender shall submit their latest enlistment certificate issued to them with mention of AATO & EC values for the item category (CEG) or submit any other proof of their enlistment in which AATO & EC along with CEG is mentioned. Else vendors may also attach the mail sent to them by the C&M /buyer department for participation in this specific tender."

**VI.** 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.

**VII.** 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>. The Bidder would be required to register on the website <https://gem.gov.in>.

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

- VIII.** Issuance of bid documents to any bidder shall not construe that such bidder is considered to be qualified.
- IX.** Transfer of Bidding Documents purchased by one intending Bidder to another is not permissible.
- X.** '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.
- XI.** 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.

**XII. Address for Communication/Location of Bid opening**

**DGM (C&M)/AGM (C&M)**

Shared Services Centre – Coal Mining HQ  
NTPC Ltd.,  
Coal Mining HQ, Ginni Plaza,  
Opposite Chutia Police Station,  
Distt: Ranchi -834001  
Mob. 9445002640, 9437557354

E-mail: [veerasuresh@ntpc.co.in](mailto:veerasuresh@ntpc.co.in)/[rcmajhi@ntpc.co.in](mailto:rcmajhi@ntpc.co.in)

**Registered Office:**

NTPC Limited  
NTPC Bhawan, SCOPE Complex,  
7, Institutional Area, Lodi Road,  
New Delhi – 110003

Corporate Identification Number: L40101DL1975GOI00796