



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2023/B/4315503  
Dated/दिनांक : 09-12-2023

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	26-12-2023 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	26-12-2023 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	Cg
Item Category/मद केटेगरी	Custom Bid for Services - ANNUAL CONTRACT FOR UPKEEPING OF CHP STAGE4 PARTC AT NTPCFGUPP
Contract Period/अनुबंध अवधि	1 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),Additional Doc 2 (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	3 Days
Estimated Bid Value/अनुमानित बिड मूल्य	16793073.29
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

#### EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	ICICI
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EMD Amount/ईएमडी राशि	200000
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#### ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	ICICI
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	10.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	15

(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

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  
(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**

**Instruction To Bidder:**[1702033160.pdf](#)

**Pre Qualification Criteria ( PQC ) etc if any required:**[1702033167.pdf](#)

**Special Terms and Conditions (STC) of the Contract:**[1702033176.pdf](#)

**Scope of Work:**[1702033180.pdf](#)

**Service Level Agreement (SLA):**[1702033186.pdf](#)

**Payment Terms:**[1702033191.pdf](#)

**Penalties:**[1702033196.pdf](#)

**Quantifiable Specification / Standards of The Service/ BOQ:**[1702033202.pdf](#)

**Educational Qualification including Profile of SME/Consultants /Professional Resources /Technical Resources if they are part of Project .:**[1702033213.pdf](#)

**Any other Documents As per Specific Requirement of Buyer -1:**[1702033222.pdf](#)

**Any other Documents As per Specific Requirement of Buyer -2:**[1702033238.pdf](#)

**GEM Availability Report ( GAR):**[1702033362.pdf](#)

**Custom Bid For Services - ANNUAL CONTRACT FOR UPKEEPING OF CHP STAGE4 PARTC AT NTPCFGUPP ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	ANNUAL CONTRACT FOR UPKEEPING OF CHP STAGE4 PARTC AT NTPCFGUPP
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	Ashok Kumar Singh	229406, Feroz Gandhi Unchahar Thermal Power Station P.O, UNCHAHAR RAEBARELI	1	N/A

## Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

### 1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

### 2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

## ***Additional Terms and Conditions (ATC)***

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

**9900269779- ANNUAL CONTRACT FOR UPKEEPING OF CHP STA GE-4 PART-C AT NTPC-FGUPP.**

**A. Bidders are requested to refer the. Additional Terms & Conditions (A TC) of this tender comprises the following documents.**

Section	Documents	Placement at GEM Portal
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<b>I</b>	<b>Invitation for Bids (IFB)/ Tender Enquiry/Notice Inviting Tender (NIT)</b>	Pre-Qualification Criteria ( PQC )/Qualifying Requirement.
<b>II</b>	<b>Instructions to Bidders (ITB)</b>	Instruction To Bidder
<b>III</b>	<b>General Conditions of Contract (GCC)</b>	Service Level Agreement (SLA)
<b>IV</b>	<b>Special Conditions of Contract (SCC)</b>	Special Terms and Conditions (STC) of the Contract
<b>V</b>	<b>Technical Specifications and Bid Drawings</b>	Scope of Work
<b>VI</b>	<b>Schedule of Quantities (SOQ) / Bill of Quantities (BOQ)</b>	Quantifiable Specification / Standards of The Service/ BOQ
<b>VII</b>	<b>Forms and Procedures</b>	Introduction about the project /services being proposed for procurement using custom bid functionality.
	<b>SCC annexures</b>	Additional Qualification/Data Required
	<b>Attachment - Integrity Pact</b>	Not Applicable -
	<b>Attachment-3-QR declaration</b>	Any other Documents As per Specific Requirement of Buyer -2

	<b>ATC-Checklist</b>	Payment Terms
	<b>Debarment Policy</b>	Penalties
		GEM Report

**B. IMPORTANT INFORMATION MAY BE NOTED ( महत्वपूर्ण जानकारी )**

**BIDS are liable to be rejected on non- submission of following documents duly signed.** (निम्नलिखित दस्तावेजों को जमा न करने पर BIDS को अस्वीकार कर दिया जाएगा)

**BID Security/EMD or Valid UDYAM ( उद्यम ) certificate -Attachment-1.**

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.

**C.** Bidders are required to submit the documents (dully filled) as mentioned in the CHECKLIST at GeM portal. Formats of these documents can be referred from Section-VII, "Forms and Procedures".

**D. Important Point for EMD/**

(1) EMD to be submitted in the form of BG as per NTPC Format. A copy of EMD BG is to be uploaded on GeM Portal during Bid submission. Hard copy of EMD BG shall reach to following address within 10 days from Bid opening on GeM Portal:

**Address**

**DGM (C&M),**

CPG1, 3<sup>rd</sup> Floor  
NTPC Limited,  
CPG-1, Plot No. -87, Sector-24, Atal Nagar,  
Nava Raipur, Raipur, Chhattisgarh, 492001

**In case Hard copy of BG is not received within the stipulated time, Bid is liable to be rejected.**

The BG towards EMD shall remain valid for a period of forty-five (45) days beyond the original Bid validity period or beyond any extension in the period of Bid validity subsequently requested.

(2) While issuing the physical BGs, the Bidder's Bank shall also send electronic message through secure SFMS (in case of BGs issued from within India) or SWIFT (in case of BGs issued from outside India) to Employer's Beneficiary Bank whose details are provided herein below:

- (i) Bank Name: ICICI Bank Limited
- (ii) Branch: CONNAUGHT PLACE BRANCH
- (iii) Bank Address: 9A, PHELPS BUILDING, INNER CIRCLE, NEW DELHI- 110001
- (iv) IFSC Code: ICIC0000007

BG issuing/amending bank must send the BG advice in the form of message format via SFMS (Structured Financial Messaging System) as provided by RBI.

The format of the message for confirmation of the BG shall be as below:

BG advising message	IFN 760COV/IFN 767COV via SFMS
Field Number	7037
Particulars (to be mentioned in Row 1)	NTPCBG (unique identifier)

(3) EMD exemption: 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.

(4) To avail MSE benefit in respect of EMD exemption and purchase preference, Bidder should be a manufacturer of offered product. Traders are excluded from purview of MSE benefit.

**E. For ready reference, Qualify Requirement is placed below.** Bidders की जानकारी के लिए, Qualifying Requirement को नीचे सलगन किया गया है (Refer NIT Clause 3.0):

<b>QUALIFYING REQUIREMENT</b>	<b>1.0 Qualifying Requirements:</b> <b>The bidder who wishes to participate in the bidding</b>
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shall meet the Qualifying Requirements stipulated hereunder:

### **1.1 TECHNICAL CRITERIA:**

**1.1.1 The bidder should have executed work(s) for 'Operation Assistance / Operation / Operation & maintenance/ Housekeeping / Upkeeping / Manpower assistance' in a Coal-based Thermal Power Plant within preceding 07 (seven) years prior to date of Techno-Commercial bid opening in any of the following manner:**

**1. One (1) order having executed value not less than Rs. 114 Lakh**

**OR**

**2. Two (2) orders having executed value not less than Rs. 71 Lakh each**

**OR**

**3. Three (3) orders having executed value not less than Rs. 57 Lakh each**

#### **NOTES:**

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 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.

5. Reference works executed by the bidder, as a member of joint Venture / Consortium /

Associate can also be considered provided:

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.

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 1.1.1 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 es

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.”

## **1.2 FINANCIAL CRITERIA:**

**1.2.1 The Average Annual Turnover of the Bidder, should not be less than Rs. 142 Lakhs (Rupees One Crore Forty-two lakh 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 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.

1.2.3 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.

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.

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.

### **Notes for 1.2:**

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.

## Check List

SI. No.	FORMS & PROCEDURE (Section VII)	Document Required	Action required	Submitted tick(✓)
1	Attachment 1:	Bid Security / EMD (as per ITB Clause No. 14.0)  (i) Bank Guarantee/Insurance Surety Bond, strictly in the format provided in the tender document, Amount as per NIT, validity as per tender document. OR  (ii) MSE (UDYAM <b>only</b> ) certificate towards exemption of Bid Security / EMD (As applicable)	To be uploaded online  <b>AND</b>  Original BG/ISB to be submitted physically.	
2	Attachment 2:	Authority to Sign the bid	<del>To be uploaded online</del>	
3	Attachment 3:	Qualification Data	To be uploaded online	
3A	Attachment 3A	Qualification Data	To be uploaded online	
4	Attachment 4	<del>Subcontractors Proposed by the Bidder</del>	<del>(NOT APPLICABLE)</del>	
5	Attachment 5:	<del>Equipment/ Machinery deployment Schedule</del>	<del>(NOT APPLICABLE)</del>	
6	Attachment 6:	General Declaration of Bidder	To be uploaded online	
7	Attachment 7:	Electronic Fund Transfer (EFT) Authorization Form	IF vendor code not allotted.	
8	Attachment 8:	Details of PF, ESI, PAN and GSTIN Regn	To be uploaded online duly filled in	
9	Attachment 9:	Declaration Regarding GST	Read Attachment 9 & As per participation (Refer Sr No 3)/ To be uploaded online	

10	Attachment 10:	Technical Compliance	To be uploaded online duly filled in	
11	Attachment 11:	Declaration of Local Content	To be declared through undertaking at Attachment-13	
12	Attachment 13:	Undertaking for compliance of Important Conditions of Tender	Read Attachment 13 & As per participation (Refer Sr No 3)/ To be uploaded online	
13		Schedule of Quantities & Prices i.e. Financial Bid (Price Bid)	To be filled online on GeM portal	

### 3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

## 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---**