

**NTPC LIMITED**  
**(A GOVERNMENT OF INDIA ENTERPRISE)**  
**UNIFIED SHARED SERVICE CENTRE, CPG-1, RAIPUR**

**CONTRACT & MATERIAL DEPTT**  
**NOTICE INVITING TENDER (NIT)**  
**SECTION-I**  
**(Domestic Competitive Bidding)**

<b>NIT No.</b>	<b>GeM Bid No. GEM/2024/B/4937921</b>
<b>Name of work</b>	<b>Rate Contract for Hiring of Taxi at NTPC NRHQ, Lucknow.</b>

1. NTPC invites on-line bids on **GeM Portal** on Single Stage Two Envelope Bidding basis (Envelope-I: Techno-commercial Bid & Envelope-II: Price Bid) from Eligible Bidders for aforesaid package- for **NTPC NRHQ, Lucknow** as per the scope of work briefly mentioned hereinafter. NTPC intends to finance subject Package through Domestic Commercial Borrowings/Own sources.

**2. Brief Scope of Work:**

**Rate Contract for Hiring of Taxi at NTPC NRHQ, Lucknow.**

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 details & schedule:

Source of IFB/NIT	Central Procurement Group-1, Raipur
NIT Date/ Document Download Commencement Date & Time	As per GEM
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	
Estimated Cost in INR	<b>Rs.62.97 Lakh (GST Extra)</b>
Cost of Bidding Documents (Tender fee)	<b>Not Applicable</b>
Bid Security/EMD	<b>Rs. 1,00,000/-</b>
Benefit to MSME	<b>This is a SERVICE CONTRACT. MSME BENEFIT SHALL BE APPLICABLE FOR THE PACKAGE. The bidders may apprise themselves of the relevant provisions of bidding documents in this regard before submission of their bids</b>
Contract Period	<b>24 (Twenty-Four) Months</b>
Pre-Bid Conference Date & Time (if any)	<b>Not Applicable</b>
Reverse Auction	<b>Not Applicable</b>

**“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.”**

As per provisions of Bidding Documents, the Bidders shall submit “Techno-Commercial Proposal” and “Price Proposal” online (<https://gem.gov.in>), within the bid submission date and time as mentioned above. Only Techno-Commercial proposals will be opened on the date and time mentioned above or corrigendum/s(if any) thereof.

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

4. All bids must be accompanied by Bid Security and Integrity Pact (if applicable) as per tender provisions. **Integrity Pact (if applicable) shall be submitted as per instruction mentioned in BDS/ SCC.**

**Bid Security shall be submitted as per detailed instructions given in bds.**

**ANY BID NOT ACCOMPANIED BY AN ACCEPTABLE BID SECURITY AND INTEGRITY PACT (IF APPLICABLE) AS PER TENDER PROVISIONS SHALL BE REJECTED BY THE EMPLOYER AS BEING NON-RESPONSIVE AND SHALL NOT BE OPENED.**

**5. Qualifying Requirements for Bidders:**

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

**1.0 Technical Criteria:**

1.1 The bidder should have a minimum fleet of seven (7) registered commercial vehicles of variants of Sedan Car(s) and SUV Car(s), out of which the agency should have 40% (3nos) vehicles registered in their name and balance can be either operated on lease basis or holding Power of Attorney in their favour to operate the vehicles on commercial basis.

1.2 The bidder should have executed the work of Deployment of vehicle(s) in any ‘Govt. Dept’ / ‘Public Sector Organisation’ / ‘Private sector companies’ within the preceding seven (7) years prior to the date of Techno - Commercial bid opening in any of the following manner:

a. One (1) order having executed value not less than Rs. 15 lakh.

OR

b. Two (2) orders having executed value not less than Rs. 9 lakh each.

OR

c. Three (3) orders having executed value not less than Rs. 7 lakh each.

**Notes for Clause 1.0 above:**

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. The type of fleet of vehicles should be as below and having minimum one number in each category:

a. SEDAN CAR: Category of cars having engine capacity 1100cc and above.

- b. SUV CAR: Category of cars having engine capacity 1800cc and above.
4. For arriving at the executed value of work specified above, basic amount only shall be considered (excluding fuel cost & toll/parking charges wherein the fuel cost & toll/parking charges are reimbursable as per contract). In case contract is inclusive of taxes, bidder should provide the break – up of basic value, reimbursement (towards fuel cost & toll/parking charges) & taxes.

## **2.0 Financial Criteria:**

2.1 The Average Annual Financial Turnover (AATO) of the bidder during preceding three (03) consecutive financial years as on the date of Techno - Commercial bid opening should not be less than Rs. 19 Lakh (Rupees nineteen lakh only).

2.2 In case the Bidder does not satisfy the financial criteria, stipulated at Cl. No. 2.1 above on its own, its Holding Company would be required to meet the stipulated turnover requirements at Cl. No. 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 the Holding Company's Board Resolution, as per the format enclosed in the Bid Documents, pledging unconditional & irrevocable financial support for the execution of the contract by the bidder in case of award.

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:

- Copies of the unaudited unconsolidated financial statements of the bidder along with copies of the audited consolidated financial statements of the Holding Company.
- 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 Financial Statements of the Holding Company.

2.4 In cases where audited results for the last 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 for the three (03) consecutive financial years preceding the last financial year shall be considered for evaluating the financial parameters. Further, a certificate would be required from CEO/CFO as per the format enclosed in the bidding document 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 financial parameters is not available.

### **Notes for Clause 2.0 above:**

1. 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.

2. Other income shall not be considered for arriving at annual turnover figures.

3. "Holding Company" and "Subsidiary Company" shall have the meaning ascribed to them as per Companies Act of India.

6. 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. The physical assessment shall include but not be limited to the assessment of office/facilities/banker's/reference workers by Employer. A negative determination of such assessment of capacity and capabilities may result in rejection of the bid
7. '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.
8. 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.

9. The bid document consists of the followings:

SI	Name of Documents	Nature
1	<b>Section-I Invitation for Bids (IFB)/ Notice Inviting Tender (NIT)</b>	Tender Specific
2	<b>Section-II Instructions to Bidders (ITB)</b>	Standard Documents
3	<b>Section-III Bid Data Sheet (BDS)</b>	Tender Specific
4	<b>Section-IV General Conditions of Contract (GCC)</b>	Standard Documents
5	<b>Section-V Special Conditions of Contract (SCC)</b>	Tender Specific
6	<b>Section-VI Technical Specifications/Scope of Work, Drawings and Quality Plans</b>	Tender Specific
7	<b>Section-VII Price Bid</b>	Tender Specific
8	<b>Section-VIII Forms and Procedures</b>	Standard Documents
9	<b>Attachment-3 (QUALIFYING REQUIREMENT DATA SHEET)</b>	Tender Specific
10	<b>Annexure-IV to BDS (Declaration on One Bidder One Bid)</b>	Tender Specific

10. 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://gem.gov.in>. No Hard Copy of bidding documents shall be issued.
11. Downloading/Issuance of Bidding Documents and /or submission of Bid shall not construe that bidder is considered qualified.

12. Transfer of Bidding Documents purchased by one intending Bidder to another is not permissible.
13. The bid specific data for the package mentioned Bid Data Sheet (Section III- BDS) shall amend and/or supplement the provisions in the Instructions to Bidders (Section II- ITB). Wherever there is a conflict, the provisions BDS shall prevail over those in the ITB.

Special Conditions of Contract (SCC), Section-V, shall supplement/ amend the General Conditions of Contract (GCC) Section-IV of Standard Bidding Document, wherever there is a conflict, the provisions in SCC shall prevail over those in the GCC of Standard Bidding Document.

14. NTPC reserves the right to amend any bid/tender conditions through appropriate **corrigendum/amendments** published in the portal **at any time**. NTPC also reserves the right to extend/change the bidding schedule through publishing necessary **corrigendum/amendments** in the portal if the situation demands so **at any time**. The corrigendum as decided by NTPC and deemed fit would be published in the portal as per provisions therein. This will prevail over the relevant provisions elsewhere in the bid document. The corrigendum/amendment as published/posted in the portal will be binding on Bidders and it will be assumed that the information contained therein will have been taken into account by the Bidder in its bid. Bidders are advised to regularly check the tender regarding posting of Amendments/Corrigendum, if any.
15. **UDIN:** 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). It is mandatory to mention UDIN (Unique Document Identification Number) by the bidders while submitting audited financial statements, other CA certificates etc. w.e.f. date as mentioned in ICAI gazette notification dt. 02.08.2019.
16. The Bidder would be required to register on the website <https://gem.gov.in>.

However, Bidders whose email address has not been linked to a vendor code allotted by NTPC/ first time users not having been 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

Vendor Code shall only be issued to the 1<sup>st</sup> time bidder during evaluation, who becomes L1.

17. All references to the “**Policy for Withholding & Banning of Business Dealings**” appearing anywhere in the Standard Bidding Documents shall be replaced with “**Policy for Debarment from Business Dealings**”, which is available at [www.ntpctender.ntpc.co.in](http://www.ntpctender.ntpc.co.in) and [www.ntpc.co.in](http://www.ntpc.co.in).
18. 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.
19. It is hereby certified that all the guidelines circulated by NTPC in pursuance of Public

Procurement (Preference to Make in India) 'PPP-MII' Orders issued by DPIIT / MoP have been complied with for the subject tender.

20. **Address for Communication:**

1. Sh. Pankaj Kumar, DGM (C&M/CS)
2. Sh. Hemant Raut, AGM (C&M/CS)

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**Websites:** <https://www.gem.gov.in>, [www.ntpctender.ntpc.co.in](http://www.ntpctender.ntpc.co.in) or [www.ntpc.co.in](http://www.ntpc.co.in)

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