

National Highways & Infrastructure **Development Corporation Ltd**

**Providing 25 KVA DG set with installation for Branch
office-Gangtok in State of Sikkim on e-tendering mode**

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National Highways & Infrastructure Development Corporation Ltd
Notice Inviting Bid
(National Competitive Bidding through e-Tendering mode only)

NHIDCL/BO-SKM/DGSet/2019

Date: 29.10.2018

National Highways and Infrastructure Corporation Ltd. (hereinafter called “the Employer”) invites tender through e-Tendering for supply of DG set from interested, experienced and reputed individual/firms/organization and other agencies having adequate experience of similar work / providing DG Set.

Sl. No	Name of work	Earnest Money Deposit	Cost of the Tender Document (Non refundable)
1	Providing 25 KVA DG set for Branch office- Gangtok in State of Sikkim on e-tendering mode	Rs 10,000/-	Rs 500/-

The Scope of Work includes as per detailed BOQ.

The authorized signatory holding Power of Attorney shall only be the Digital Signatory. In case authorized signatory holding Power of Attorney and Digital Signatory are not the same, the bid shall be considered non-responsive.

The Detailed Bidding document can be downloaded/viewed from the website www.eprocure.gov.in & www.nhidcl.com as per Critical Date Sheet.

To participate for bidding, bidders have to pay non-refundable document fee to **National Highways & Infrastructure Development Corporation Ltd.** The amendments / clarifications to the bid document if any will be hosted on the above mentioned websites.

The bid should be submitted online in the prescribed format given in the website. No other mode of submission is accepted.

The last date for online submission of the Bid is 18.11.2019 upto 1500 Hrs (IST). The bids will be opened on 19.11.2019 at (1530 hours IST), in the presence of representatives of the bidders who choose to attend.

Critical Date Sheet

S. No.	Event Description	Date
1	Bid Document Publishing Date	: 29.10.2019
2	Bid submission End Date (online & hard copy)	: 18.11.2019 (1500 hrs)
3	Opening Date of Technical Bid	: 19.11.2019 (1530 hrs)
4	Date of uploading of list of technically qualified bidders	: To be intimated later
5	Opening Date of Financial Bid	: To be intimated later
6	Letter of award (LOA)	: To be intimated later
7	Validity of BID	: To be intimated later
8	Signing of Agreement	: To be intimated later

For any clarification, the following office may be contacted:

Devendra Singh
General Manager(P)
NHIDCL BO-Gangtok,
Dr Sundeep Pradhan Building
Link Road, Middle Sichey, Gangtok-737101
Email: gmsikkim@nhidcl.com
Phone No: 9419077666

Website: www.nhidcl.com

Conditional bids will be rejected. NHIDCL reserves the right to accept/reject any or all bids without assigning any reasons thereof.

Devendra Singh
General Manager (P)

I. Instructions to Bidders

A. General

1. Scope of Services:

- 1.1** The National Highways Infrastructure Development Corporation Limited (NHIDCL) hereinafter called "the Employer" invite bids online for **“Providing 25 KVA DG set for Branch office-Gangtok in State of Sikkim on e-tendering mode.”**
- 1.2** The Contractor will deliver DG Set as per requirement of NHIDCL within 7 (seven) days from the receipt of purchase order or any later day as specified by NHIDCL to NHIDCL SBO- Siliguri, Shiv Mandir.
- 1.3** The successful bidder(s) may provide the DG set of reputed brand such as such as Ashok Leyland, Mahindra, Kirloskar etc.
- 1.4** Documents, the terms “bid” ,”Tender “and “Quotation” and their derivatives (bidder/quotation, bid/Quotation, bidding/quoting, etc.) are synonymous and used interchangeably as well as have one & same meaning Decision of NHIDCL on the meaning of the term in the context of this clause will be final and binding of contractor.
- 1.5** No publication of tender notice and amendment thereof would be published in Newspaper /Press Media. Bidder(s) are requested to keep visiting website of NHIDCL/CPPP regularly to keep them updated about this bid.

2. Procedure of E-Tendering:

2.1 Accessing/ Purchasing of BID documents.

- 2.1.1** It is mandatory for all the Bidders to have class-III Digital Signature Certificate (DSC) with Signature and encryption component (in the name of Authorized Signatory / person granting Power of Attorney to the Authorized Signatory/ Firm or Organization / Owner of the Firm or organization) from any of the licensed Certifying Agency (Bidders can see the list of licensed CAs from the link www.cca.gov.in) to participate in e-tendering of NHIDCL. DSC should be in the name of the authorized signatory/Person as mentioned in paragraph above.
- 2.1.2** The Authorized Signatory holding Power of Attorney and the person executing /delegating such POA shall only be the Digital Signatory. In other cases, the Bid shall be considered non-responsive.
- 2.1.3** To participate in the bidding, it is mandatory for the bidders to get registered their firm with e-tendering portal <https://eprocure.gov.in/eprocure/app> to have user ID & password

Following may kindly be noted:

- (a) Registration should be valid at least up to the date of submission of BID.
- (b) BIDs can be submitted only during the validity of their registration with the <https://eprocure.gov.in/eprocure/app>

(c) The amendments / clarifications to the BID document, if any, will be hosted on the website of (<https://nhidcl.com>) / <https://eprocure.gov.in>.

- 2.1.4 The Detailed Bidding document can be downloaded/viewed from the website www.eprocure.gov.in & www.nhidcl.com as per Critical Date Sheet.
- 2.1.5 To participate in bidding, bidders have to pay a sum of Rs. 500/- (Rupees Five Hundred only) as a cost of Bid document (non-refundable) in favor of “General Manager(P) NHIDCL” through Demand Draft payable at Gangtok.

2.2 Preparation & Submission of BIDs:

- 2.2.1 Detailed tender documents may be downloaded from (<https://nhidcl.com>) / <https://eprocure.gov.in> and tender may be submitted online following the instruction appearing on the screen. A buyer manual containing the detailed guidelines for e-tendering is also available on e- tender portal of NHIDCL, Government of India.
- 2.2.2 Bid must be submitted online only through e-procurement portal.
- 2.2.3 The following documents shall be prepared and scanned in different files (in PDF) and uploaded during the on-line submission of BID.
- A. Only Electronic Form (to be uploaded on the <https://eprocure.gov.in>)

I Technical Bid

- a) Scan Copies of Documents as mentioned in clause 5. Of ITB(Qualification of Bidder)
- b) Scan Copies of technical details of Generator
- c) Power of Attorney for signing the BID as applicable
- d) **Copy of BID Security /EMD of Rs. 10,000 (Rupees Ten Thousand Only) in the form of DD in favour of “General Manager(P),NHIDCL” through Demand Draft payable at Gangtok”.**
- e) **Copy of Demand Draft towards payment of cost of Bid document of Rs. 500 (Rupees Five Hundred only) in favour of “General Manager(P),NHIDCL” through Demand Draft payable at Gangtok” towards cost of Bid.**

II Financial Bid

As per BOQ.

B. Original (in Envelope)

- 1. Power of Attorney for signing the BID or Affidavit in case of owner/Proprietor of the firm.**
- 2. Technical details of proposed DG Set**

3. **BID Security of Rs. 10,000 (Rupees Ten Thousand only) in the form of D.D in favour of “General Manager(P),NHIDCL” through Demand Draft payable at Gangtok”.**
4. **Demand Draft towards payment of cost of Bid document of Rs. 500 (Rupees Five Hundred only) in favour of “General Manager(P),NHIDCL” through Demand Draft payable at Gangtok”.**
5. **An undertaking from the person having PoA referred to in Sub. Clause-(a) above that they agree and abide by the Bid documents uploaded by NHIDCL and amendments uploaded, if any.**

2.2.4 The Bidder shall submit the original documents specified above in point no. 2 (ii) (B) together with their respective enclosures and seal it in an envelope and mark the envelope as “Bids”. The said envelope shall clearly bear the name of the work and name and address of the Bidder. In addition, the Bid Due Date should be indicated on the right corner of the envelope. The original documents should be submitted before the due date and time as mentioned in NIT at the below mentioned address

Devendra Singh
General Manager(P)
NHIDCL BO-Gangtok,
Dr Sundeep Pradhan Building
Link Road, Middle Sichey, Gangtok-737101
Email:gmsikkim@nhidcl.com
Phone No: 9419077666

Website: www.nhidcl.com

- 2.2.5 The Bidder shall upload scanned copies of the documents as specified in point nos. 2(ii)(A) above on <https://eprocure.gov.in> before the due date and time as mentioned in NIT. NHIDCL may ask for production of original copy of any document for verification purposes. In the event of any discrepancy between the original and the copy (in electronic form), the original shall prevail.
- 2.2.6 It may be noted that scan copies can be prepared in different file format i.e. PDF and/ or RAR only.

2.3 AMENDMENT OF Bid Document

Any Addendum to the Bid document shall be uploaded only on the <https://eprocure.gov.in/> <https://nhidcl.com/>.

2.4 MODIFICATION/SUBSTITUTION/WITHDRAWAL OF BIDS :

- 2.4.1 In the event of modification/substitution/withdrawal of the Bid, the Bidder may modify, substitute or withdraw the documents (hardcopy) specified in point no.2 (ii)(B) of its Bid after submission, provided that written notice of modification, substitution or withdrawal is received by the Authority prior to the Bid Due Date. The said notice shall be prepared, sealed, marked and delivered with the envelopes being additionally marked “MODIFICATION”, “SUBSTITUTION” or “WITHDRAWAL”, as appropriate. The documents specified in point no. 2(ii)(B) shall not be modified, substituted or withdrawn by the Bidder on or after the Bid Due Date.

3. Eligible Bidders

- 3.1.1 This Invitation for Bids is open to all bidders meeting the qualification requirements prescribed in this document.
- 3.1.2 Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices by the Central Government/ State Government / PSU / or any reputed organization whatever name called under the Central or the State Government.

4. Qualification of the Bidder

- 4.1.1 All bidders shall furnish online the following information and documents including information / documents asked for /requested in this clause and elsewhere in this document.
- 4.1.2 Eligibility Criteria

Experience providing of DG Set to the reputed Organizations/Central Govt. Organization/PSU within last 3 years from the month preceding the date of NIQ Invitation/NIT .

- i. Providing DG Set with not less than annual value of Rs. 3.33 lakh in a single (one) work

Or

- ii. Providing DG Set with not less than annual value of Rs1.85 lakh in each two work separately

Or

- iii. Providing DG Set with annual value of Rs. 1.48 lakh in each three work separately

The documents for the support of above as stated above will have to be uploaded on e-tender portal for evaluation purpose.

4.1.3 Statutory Document

- (i) Copy of Income Tax PAN Card.
- (ii) Copy of valid GST Registration Certificate.
- (iii) Affidavit (in prescribed format) regarding correctness of statements
- (iv) Undertaking for Bid Validity (in prescribed format)

5. E.M.D./Security Deposit:

- 5.1.1 EMD/ Security Deposit will be in the form of a Demand Draft (to be submitted in Physical Form) amounting to Rs. 10,000/- (Rupees Ten Thousand only) as Earnest Money Deposit / Security Deposit drawn on any Nationalized Bank in favour of **“General Manager(P),NHIDCL” through Demand Draft payable at Gangtok**”. Quotation without EMD/Security Deposit will be rejected.

6. Bid Validity:

Bids shall remain valid for a period of 45 days after the deadline date for bid submission. A bid valid for a shorter period shall be rejected by the Employer as non-responsive.

7. SCOPE OF Supply of Good

Sr. No.	Name of Item
1	Providing one 25 KVA DG set with commissioning for Branch office-Gangtok in State of Sikkim on e-tendering mode

- 8. Each Bidder shall submit only one Bid for the work. A Bidder who submits more than one Bid will cause such bids to be disqualified.

9. Cost of Bidding:

The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the Employer will, in no case, be responsible or liable for those costs.

10. Content of Bidding Documents

The set of bidding documents comprises the documents listed below and addenda/corrigendum issued (if any)

Volume- I:- (Technical Bid)

4. Notice Inviting E-Tender
5. Instructions to Bidders
- 3 General Conditions of Contract
- 4 Qualification Information
5. Undertaking for Bid Validity
- 6 Agreement (format)

Volume – II:- (Financial Bid)

Bill of Quantities (Price Part)

11. Amendment of Bidding Documents

- 11.1.1 Before the deadline for submission of bids, the Employer may modify the Bidding documents by issuing addenda/corrigendum.
- 11.1.2 Any addendum/corrigendum thus issued shall be part of the Bidding Documents and shall be hosted on NHIDCL/CPMP website . Bidders are advised to keep themselves update of all the addendums/corrigendum's issued on NHIDCL/CPMP website by daily checking the website and, NHIDCL does not assume any responsibility in case the bidder fails to do so and does not take any action, if required, with respect any relevant addendum.
- 11.1.3 To give prospective bidders reasonable time to take an addendum into account in preparing their bids, the Employer shall extend, as necessary, the deadline for submission of bids, if there is substantial amendment. Decision of NHIDCL in this regard will be final and binding on the Bidders.

12. Language of Bid: All documents relating to the Bid shall be in English.

13. The following documents, which are not submitted with the bid, will be deemed to be part of the bid.

Sl.No.	Particulars
1.	Notice Inviting E-Tender & Procedure under E-Tendering
2.	Instruction to the bidders
3.	Qualification Information
4.	Terms & Conditions of Contract(GCC)
5.	Schedule of Requirement

6.	Affidavit
7.	Undertaking for Bid validity

14. Bid Prices:

- 14.1.1 The Contract shall be for the whole services based on the priced Bill of Quantities submitted by the Bidder.
- 14.1.2 The bidder shall quote rate (in figures) per month per vehicle to be paid as per stipulation in this bid document.

15. Currencies of Bid and Payment

- 15.1** The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees. All payments shall be made in Indian Rupees.

16. The Bid Security will be forfeited:

- a) if the Bidder withdraws the Bid after its submission during the period of Bid validity;
- b) in the case of a successful Bidder, if the Bidder fails within the specified time limit to
 - (i) sign the Agreement; and/or
 - (ii) providing vehicles within time as specified by NHIDCL.

17. Alternative Proposals by Bidders

- 17.1** Bidder shall submit offers that fully comply with the requirement of the Bidding Documents. Conditional offer or alternate offer will not be considered further in the process of evaluation and the bid will be declared non-responsive.

18. Submission of Bids

18.1 Sealing and Marking of Bids :

- 18.1.1 The Bidder shall place one sealed envelope marked “Documents in Physical Form (Technical Bid) – Hiring of Commercial Vehicle Bolero or Equivalent (1 No) on monthly basis for Site office-Rhenock e-tendering mode” .
- 18.1.2 The Documents in Physical Form as well as submitted online should be with index, page numbering, signature & sealed.

18.2 Deadline for Submission of Bids: As per critical date sheet given in NIT.

18.3 Documents as required in Physical form must be received by the Employer at the address given below not later than the date and time indicated in the Notice Inviting E-Tender. In the event of the specified date for the submission of bids being declared a holiday for the Employer, the Bids will be received up to the specified time on the next working day.

Devendra Singh
General Manager(P)
NHIDCL BO-Gangtok,
Dr Sundeep Pradhan Building
Link Road, Middle Sichey, Gangtok-737101
Email:gmsikkim@nhidcl.com
Phone No: 9419077666

Website: www.nhidcl.com

18.4 Any Bid (in physical form) received by the Employer after the deadline prescribed in will be returned unopened to the Bidder.

19. Bid Opening and Evaluation

19.1 Bid Opening

19.2 Bid opening shall be carried out in three stages. Firstly, Documents in Physical Form' of all the bids received (except those received late) shall be opened on the date and time mentioned in the Notice Inviting E-Tender. Technical Bid' of those bidders who have submitted all documents as per Physical Form shall be opened online on the date and time mentioned in the Notice Inviting E-Tender (NIT). Financial Bid of those bidders whose Technical Bid has been determined to be substantially responsive shall be opened on a subsequent date through online process of E-Tendering, which will be notified to such bidders.

19.3 The Employer will online open the Technical Bid in the presence of the bidders/ bidders' representatives (carrying with suitable authorization letter from the original bidder) who choose to attend at the time, date and place. In the event of the specified date for the submission of bids being declared a holiday for the Employer, the Bids will be opened at the appointed time and location on the next working day.

19.4 In all other cases, the amount of Earnest Money, forms and validity shall be announced. Thereafter, the Employer at the opening as the Employer may consider appropriate, will announce the bidders' names and such other details.

19.5 The Employer will prepare Technical Evaluation at stage-1 (of documents in Physical Form) and Technical Evaluation for online opening of Bid Documents – at Stage 2

19.6

- a. The bids accompanied with valid bid security will be taken up for evaluation with respect to the Qualification Information and other information furnished in Volume- I of the bid.
- b. As soon as possible, the Evaluation Committee will finalize the list of responsive bidders whose financial bids are eligible for consideration.
- c. The Employer shall inform the bidders, whose technical bids is found responsive, of the date, time and place of opening of the financial bids. The bidders so informed, or their representative, may attend the meeting of opening of financial bids.

19.7 At the time of the online opening of the 'Financial Bid', the names of the bidders whose bids were found responsive will be announced. The financial bids of only these bidders will be opened. The responsive bidders' names, the Bid prices, the total amount of each bid and such other details as the Employer may consider appropriate will be announced by the Employer at the time of bid opening. Any Bid price, which is not read out and recorded, will not be taken into account in Bid Evaluation.

19.8 The Employer shall prepare the minutes of the opening of the Financial Bids.

20. Process to be Confidential

20.1 Information relating to the examination, clarification, evaluation, and comparison of bids and recommendations for the award of a contract shall not be disclosed to bidders or any other person not officially concerned with such process until the award to the successful Bidder has been announced. Any attempt by a Bidder to influence the Employer's processing of bids or award decisions may result in the rejection of his Bid.

21. Award of Contract

21.1 Award Criteria

21.1.1 Employer will award the Contract to the Bidder whose Bid has been determined to be responsive to the bidding documents and who has offered the lowest evaluated Bid Price .Employer's Right to Accept /split any Bid and to Reject any or all Bids without assigning any reason there of.

21.1.2 The Employer reserves the right to accept or reject any Bid, and to cancel the bidding process and reject all bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Employer's action.

22. Notification of Award.

- 22.1** The bidder whose Bid has been accepted will be notified of the award by way of Letter of Acceptance cum work order by the Employer prior to expiration of the Bid validity period by cable, telex or facsimile confirmed by letter through Registered/speed post.

II. General Condition of Contract

A. General

1. Interpretation

- 1.1 In interpreting these Terms & Conditions of Contract, singular also means plural, male also means female or neuter, and the other way around. Headings have no significance. Words have their normal meaning under the language of the Contract unless specifically defined.
- 1.2 The documents forming the Contract shall be interpreted in the following order of priority.
- (a) Agreement,
 - (b) Letter of Acceptance / Work Order
 - (c) Notice Inviting E-Tender
 - (d) Instructions to Bidders
 - (e) Terms & Conditions of Contract
 - (f) Qualification Information
 - (g) Scope of Work
 - (h) Bill of Quantities
 - (i) Any other documents (if any)

2.0 Language and Law

- 2.1 The language of the Contract and the law governing the Contract are stated in this document.

3.0 Performance Security Deposit:

- 3.1 Within 10 (ten) days after receipt of the Letter of Acceptance, the successful bidder shall deliver to the Employer a performance security deposit amount of Rs. 10,000/- (Rupees Ten Thousand only) . The Performance Security Deposit amount shall be deposited in the form of Demand Draft drawn on any Nationalized / Scheduled Bank in favour of **“General Manager(P),NHIDCL” through Demand Draft/Pay order payable at Gangtok”**
- (i) The security deposit shall be refunded only after satisfactory execution and completion of the contract.
 - (ii) No interest will be paid on security deposit amount.

(iii) On request of the successful Bidder, the Bid Security can be adjusted in the Performance Security Deposit

3.2 In the event of any default in all or any of the conditions set forth and provided in the work order, NHIDCL may forfeit the whole / part amount of the EMD/Security Deposit.

4. PAYMENT OF BILL:

The Agency should submit the bill after completion of commissioning and testing in BO-Gangtok. Full payment will be made on receiving the invoice.

Section-III: Schedule of Requirements

Sr No	Description	Requirements
01	Details of DG Set	25KVA Single Phase Silent DG Set comprising Engine, Alternator with a suitable Base Frame, Fuel Tank, Control Panel, Battery with Leads and Acoustic Enclosure(Canopy) with Auto Start And Stop Facility
02	Warranty	1 year(Min).(Bidder providing the product with more than
02	Place of Delivery	NHIDCL, SBO-Siliguri, Vinayak Apartment Flat No.BA 1, Shivmandir, Dist-Darjeeling, Pin-734011
03	Instruction for Delivery	The bidder will be responsible for transportation, transit insurance upto above mentioned
02	Place of Commissioning and Testing	NHIDCL BO-Gangtok, Dr Sundeep Pradhan Building, Link Road, Middle Sichey, Gangtok-737101

Works Completed during last three years

Sl. No.	Name of Organization Department / Client	Details of DG Set provided	Value of Work	Remarks

(Supported by work orders/Agreement/Payment Certificate etc.)

AFFIDAVIT

1. I, Son/Daughter/Wife of Shri.....
signatory of the company/agency/firm mentioned above, is competent to sign this
declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and
undertake to abide by them.
3. My Company/Agency/Firm has not been blacklisted/ debarred from participating in
tender of any Ministry/Department of Government of India and Government of India
undertaking in last three years.
4. The information/documents furnished along with the above application are true and
authentic to the best of my knowledge and belief. I/we am/are well aware of the fact that
furnishing of any false information/fabricated document would lead to rejection of my
tender at any stage besides incurring liabilities towards prosecution under the appropriate
law.

(Signed by an Authorized Representative of the
Firm)

Name of the
Representative

Name of Firm

DATE

(To be notarized by Notary)

UNDERTAKING

I, the undersigned do hereby undertake that our firm
M/s _____ agree to abide by this
bid for a period of _____ days after the date fixed for receiving the same
and it shall be binding on us and may be accepted at any time before the
expiration of that period.

(Signed by an Authorized Representative of the
Firm)

Name of the
Representative

Name
of
Firm

DATE

(To be notarized by Notary)