

M.P.POWER GENERATING COMPANY LIMITED



BLOCK No.9, GROUNG FLOOR, SHAKTI BHAVAN, JABALPUR

(Tel : 0761-2702686, Fax : 0761-2664750)

(Web Site www.mppgenco.nic.in)

No. CFO /2017-18/CA / 206

Jabalpur, Date 19 / 07 /2017

E-mail Address: mppgclac09@gmail.com Phone No. 0761-2702678

TENDER NOTICE No. C F O, MPPGCL – Professional Firm

“Through e-tendering process only”

NOTICE INVITING TENDER NOTICE

Sealed tenders are invited from the Chartered Accountant/Cost Accountant firms for outsourcing of account related work in account section of O/o CFO of Madhya Pradesh Power Generating Company Limited:

Tender Specification	Particulars	Earnest Money (in Rs.)	Last date and time of purchase of tender	Last date and time of submission and date, time of opening of Techno Commercial
MPPGCL TENDER No.6855				
CFO/17-18/CA firm dtd 19.07.2017	Outsourcing of accounts related work in account section of the O/o CFO.	Rs. 14000/-	09.08.2017 Up to 16.00	10.08.2017 Up to 15.00 Up to 16.00 Hrs.

These tenders are being processed though e-tendering system. For viewing detailed NIT, downloading tender documents and participating in Electronic Tenders, please visit the website www.mpeproc.gov.in regularly for any clarifications and/or due date extension or corrigendum. The documents in physical form are to be submitted up to 15.00 Hrs on the date of e - opening of tender and same shall be opened at 16.00 Hrs in presence of bidders or their authorized representative who so ever present.

Note : Following conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

(2) **e-Tendering :**

- (i) For participation in e-tendering module of MPPGCL, it is mandatory for prospective bidders to get registration on website www.mpeproc.gov.in . Therefore, it is advised to all prospective bidders to get registration by making on line registration fees payment at the earliest.
- (ii) Tender documents can be purchased only online and downloaded from website www.mpeproc.gov.in by making online payment for the tender documents fee 560/-.
- (iii) Service and gateway charges shall be borne by the bidders.
- (iv) Since the bidders are required to sign their bids online using class-III Digital Signature Certificates, they are advised to obtain the same at the earliest.
- (v) For further information regarding issue of Digital Signature Certificate, the bidders are Requested to visit website www.mpeproc.gov.in . Please note that the process may take time for issue of Digital Signature Certificate. MPPGCL will not be responsible for delay in issue of Digital Signature Certificate.
- (vi) If bidder is going first time for e-tendering, then it is obligatory on the part of bidder to fulfill all formalities such as registration, obtaining Digital Signature Certificate etc. well in advance.
- (vii) Bidders are requested to visit our e-tendering website regularly for any clarifications and/or due date extension.
- (viii) Bidder must positively complete online e-tendering procedure at www.mpeproc.gov.in
- (ix) MPPGCL shall not be responsible in any way for delay/difficulties/ inaccessibility of the downloading facility from the website for any reason whatsoever.
- (x) For any type of clarifications bidders can visit www.mpeproc.gov.in and help contact no. 18002748484 and 18002745454.
- (xi) Interested bidders may attend the free training program on e- procurement in Bhopal at their own cost. For further query, please connect above.
- (xii) Help contact no.
- (xiii) **The bidder who so ever is submitting the tender by his Digital Signature Certificate shall invariably upload the scanned copy of the authority letter as well as submit the copy of the same in physical form with the offer of particular tender.**

- (3) Apart from uploading e-tender on website, bidder has to submit separate envelopes of (i) credentials / PQR,(ii) envelope of EMD and (iii) envelope of techno-commercial bid. These three envelop are to be kept in one sealed envelope. This envelope should be properly super scribed that this envelope contains three envelops of credentials/PQR, EMD and Techno-commercial bid against respective tender with due date & time of tender opening as per NIT. This envelope should be submitted physically till date of submission and opening against each tender. Tenders received within specified time (e-tender as well as physical submission) shall only be opened at 16.00 Hrs. on the date specified against each tender in presence of the tenderer or their authorized representatives, whosoever may be present.

(4) **Credentials and POR:**

- (i) The prospective bidders, who have adequate documents to fulfill criteria of credentials and the Pre Qualification Requirement (PQR), will upload scanned self certified copies of requisite documents as required in e-tendering process.
- (ii) Hard copies of requisite documents (of credentials along with PQR) shall be physically submitted in a separate sealed envelope superscribing “documents of credentials along with PQR for tender No.-6855” . The tender documents in physical form shall be accepted up to 15:00 hrs till the date of opening against each tender.
- (iii) Those physically submitted documents will be acceptable and considered, if, same are uploaded on the website along with tender offer. Cognizance of other physically submitted documents (if any) shall not be taken.

- (iv) First of all the physically submitted envelope of credentials/PQR documents will be opened. The offers received without pre requisite credential /PQR documents shall not be considered further for opening of their e-tender. Decision of MPPGCL in this respect shall be final.
- (v) The tenders received without pre-requisite credentials shall be returned unopened to the respective bidder. The tender documents fees shall not be refunded.

(vi) Basic Qualification of Bidders

This bidding is open to any competent agency who provides satisfactory evidence in respect of following “eligibility criteria” :-

- a) Chartered Accountants firms / Cost Accountant firms should have it's Head/Branch office in Jabalpur. Firm shall provide registration certificate issued by respective Institute.
- b) The work as detailed in” scope of work “ must be carried out by the firm by engaging personnel who have CA inter/CWA Inter Pass with institute of Chartered Accountants of India or institute of Cost Accountants of India or retired employee from any of the successor company of erstwhile MPSEB.
- c) Person should have working experience of SYBASE, based accounting software system for a period of minimum six months.

(5) Earnest Money Deposit :

- (i) The EMD of respective amount as indicated against the tender is to be submitted by bidder only in the form of bank draft drawn in favour of Sr. A.O. (COG&HS), MPPGCL, Jabalpur or by depositing cash with Sr. A.O.(COG&HS), MPPGCL, Jabalpur. The DD/ Cash receipt of EMD shall be physically submitted in a sealed envelope super scribing “EMD of Rs. 14,000/- in form of DD/Cash against tender No. .
- (ii) No offer will be accepted without valid earnest money deposit unless exempted as detailed in point No.(2) of general terms & conditions of the contract. The copy of documentary evidence shall be physically submitted in a sealed envelope super scribing “Exemption of EMD against tender No.6855” being SSI/NSIC registered unit.
- (iii) The prospective bidders, who are submitting EMD envelope in physical form as detailed above for respective tender, will upload scanned self certified copies of requisite EMD documents on the website along with tender offer. Only those physically submitted documents regarding EMD will be acceptable and considered, if, same are uploaded in the website along with tender offer.
- (iv) Any mismatch, if found in the documents submitted in physical form and that uploaded online, the documents ONLINE shall be considered final and no justification regarding this shall be entertained by MPPGCL.

(6) Techno-commercial bid : Bidders must positively complete online e-tendering procedure at www.mpeproc.gov.in .

- (i) They shall have to submit the following documents online in the website:-
 - (a) Their complete techno-commercial offer containing detailed material description, specification and all commercial terms & conditions. This document should not contain any price part.
 - (b) Techno-commercial information in the form of questionnaire and schedules. (downloaded from website and filled as per instructions)

- (ii) Hard copies of above techno-commercial offer, questionnaire and schedules (uploaded in the website) must be submitted in a in a separate sealed envelope supers scribing “techno-commercial bid for tender No. 6855” . Only those physically submitted documents regarding techno commercial bid will be acceptable and considered, if, same are uploaded in the website along with techno commercial bid.
- (7) **Price bid :** Bidder shall have to submit the Price bid document downloaded from website and uploaded as per instructions therein. Physical submission of price bid will not be considered. The price of techno-commercially qualified bidder shall be opened online at the notified date at www.mpeproc.gov.in . Bidders can view the price bid opening date by logging into web-site.
- (8) On the due date of e-tender opening, the techno-commercial bid of qualified bidders (of those bidders having desired credentials / PQR and EMD as per NIT) will be opened online. MPPGCL reserves the right for extension of due date of opening of techno-commercial bid considering participation of qualified bidders in the tender.
- (9) MPPGCL reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.
- (10) In case, due date for submission & opening of tender happens to be a holiday, the due date shall be shifted to the next working day for which no prior intimation will be given.
- (11) Any change/modifications/alteration in the tender documents shall not be allowed and such tender shall be liable for rejection.
- (12) For amendment, if any, please visit www.mpeproc.gov.in web site regularly. In case of any bid amendment and clarification, the responsibility lies with the bidders to collect the same from the web site of MPPGCL or in the office of undersigned before the last date of sale of tender document. MPPGCL shall have no responsibility for any delay/omission on part of the bidder.

Chief Financial Officer

MPPGCL: JABALPUR

“SAVE ELECTRICITY”