



MADHYA PRADESH POWER-GENERATING COMPANY LIMITED
(Govt. of Madhya Pradesh Undertaking)
CIN –U- 40109MP2001SGCO14882
E-Tendering Website: www.mptenders.gov.in



Tender No. 2024_MPPGCL_366023/964

Jabalpur Dated: 28.08.2024

NOTICE INVITING TENDER (NIT) No. 2024_MPPGCL_366023

“Through e-tendering process only”

“For Open Tender”

- (1) M.P. Power Generating Co Ltd. Invites Electronic Tenders from reputed/established Firm/ Contractor/ Service Provider for the following items for MPPGCL, Jabalpur.

Sr. No.	Tender No.	Tender Particulars	Estimated Cost (Excluding GST) (in Rs)	EMD (in Rs)	Tender Cost (in Rs)	Due Date & Time for Closing of Online Submission	Due Date & Time of Opening of e-Tender
1	MPPGCL Tender No. 2024_MP PGCL_36 6023	Work contract for appointment of Internal Auditor of MPPGCL for the FY 2024-25 to 2026-27.	Rs. 42,75,000/-	Rs. 85,500/-	Rs. 1000/-	Dated – 17.09.2024 Up to 15:30 Hrs.	Dated – 18.09.2024 From 15:30 Hrs. Onwards

This tender is being invited through e-tendering system. For viewing detailed NIT, downloading tender documents and participating in Electronic Tenders, for any clarifications and/or due date extension or corrigendum, please visit the website www.mptenders.gov.in regularly. Any clarifications and/ or due date extension or corrigendum shall be issued on the website www.mptenders.gov.in only.

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

- (2) MPPGCL has decided that the bidders not submitting all the desired documents as per NIT/Tender document at the time of submitting bids, shall not be allowed to submit documents subsequently and their bids shall be rejected on account of incomplete documents”.

The list of desired documents to be uploaded along with the offer are as under :-

- Documents related to tender fee (Refer clause No. 4 of NIT).
- Documents related to EMD (Refer clause No. 5 of NIT).
- Documents related to PQR of respective tender (Refer clause No 6 of NIT)
- Undertaking as per Annexure-III of SBD (Refer clause No. 7 of NIT).
- Undertaking as per Annexure-IV of SBD (Refer clause No 8 of NIT).
- Tender Acceptance letter as per Annexure-XI of SBD (Refer clause No. 9 of NIT).
- Affidavit for no banning/black listing/delisting on duly notarized non judicial stamp paper of Rs. 100/- as per Annexure-IX of SBD (Refer clause No. 10 of NIT).
- Checklist of formats/documents as per Annexure-XV of SBD (Refer clause No. 11 of NIT).
- Techno-Commercial bid as per Annexure-XVI of SBD.
- Documents required for evaluation of technical point scoring (Refer clause No. 26 of NIT)
- Model Certificate of Tenders (Refer clause No. 27 of NIT).

“SAVE ELECTRICITY”

**BLOCK NO. 9, GROUND FLOOR, SHAKTI BHAWAN,
VIDYUT NAGAR, RAMPUR, JABALPUR (M.P.)**

Phone No. 0761-2702615

E-mail: cfomppgcl@gmail.com

The above documents electronically submitted with initial offer shall be treated as final documents for processing of tender and placement of order. The physical copy of above documents wherever indicated is to be submitted within stipulated time by the bidder after opening of bid.

(3) **E-Tendering:** -

- (i) For participation in e-tendering module of MPPGCL, it is mandatory for prospective bidders to get it registered on e-procurement website i.e. www.mptenders.gov.in. Therefore, it is advised to all prospective bidders to get them registered by completing the requirements for online registration including payment of requisite fee at the earliest.
- (ii) The registration fees for the e-procurement website should be borne by the bidders and no exemptions are allowed in registration fees.
- (iii) Service and gateway charges as applicable shall be borne by the bidders.
- (iv) The bidders are required to sign their bids online using Class-III Digital Signature Certificates (DSC). Bidders are therefore advised to obtain the same at the earliest without waiting for the due date of bid submission.
- (v) The issuance of Digital Signature Certificate may take up to 7 to 10 working days. In such situations 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 e-procurement website regularly for any clarifications and/ or amendments and/or due date extension.
- (viii) Bidder must positively complete online e-tendering procedure at e-procurement website i.e. mptenders.gov.in.
- (ix) MPPGCL shall not be responsible in any way for delay/difficulties/ inaccessibility of the downloading facility from the e-procurement/ MPPGCL website for any reason whatsoever.
- (x) The bidder whosoever is submitting the offer by their Digital Signature Certificate shall invariably upload the scanned copy of the authority letter to submit offer on behalf of the firm.
- (xi) DSC once mapped to an account cannot be remapped to any other account. It can only be inactivated.
- (xii) For any type of clarifications bidders can visit www.mptenders.gov.in and help desk contact No. 0120-4200462, 0120-4001002, 0120-4001005 & 0120-6277787 and email: **Technical Support** - support-eproc@nic.in.
- (xiii) For any clarification regarding e-submission of offer from this office, bidder can contact no. 94258-26083 of Shri Harshwardhan Singh Kot (Joint Director –Audit) O/o CFO, MPPGCL, Jabalpur.

(4) **Purchase of Tender document:** -

4.1 Tender documents to be purchased online and downloaded from e-procurement website by making payment of tender document fees as per NIT. Tender document fees shall not be refunded.

4.2 **Exemption for MSEs, START UP and SSI of MP from payment of Tender Fees:** -

The bidders “Situating/Based” in the state of Madhya Pradesh and registered as

- “Micro & Small Enterprises (MSEs)” / “START UP”.
- “S.S.I. units with D.I.C. (District Industries Centre)”.
- “Khadi & Village Industries Commission (KVIC)” / “Khadi & Village Industries Board (KVIB)” / “Coir Board” / “Directorate of Handicrafts and Handloom”.
- “Udyog Aadhar Memorandum (UAM)” or “any other body specified by Ministry of Micro, Small & Medium Enterprises (MoMSME)”.

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for the tendered item(s), are exempted from paying the tender fees; however such firms shall have to upload the requisite documents on e-procurement website.

NOTE:-

- (i) The bidders registered in the state of Madhya Pradesh as Medium Enterprises are not allowed for exemption in Tender Fee. Hence should not opt Tender fee exemption on the basis of above documents.
- (ii) The bidders registered in the other state (not in Madhya Pradesh) as Micro & Small Enterprises (MSEs) are not allowed for exemption in Tender Fee. Hence such bidder should not opt tender fee exemption on the basis of above document.
- (iii) The firms registered with NSIC are not exempted from submission of tender fee.

4.3 Requirement to read tender document by bidder

The bidder is requested to go through all the contents of tender documents thoroughly before submission of their Bids/offers.

(5) Earnest Money Deposit: -

EMD is to be submitted by the bidder either through net banking/ RTGS/ NEFT and/ or uploading of scanned copy of BG on website at the time of submission of e-tender. In case, if bidder is submitting requisite EMD in the form of Bank Guarantee, then bidder has to submit separate envelope containing original documents regarding EMD. This envelope should be properly super- scribed that this envelope contains original EMD documents against respective tender with due date & time of tender opening as per NIT. This EMD envelope containing original Bank Guarantee should be submitted in physical form only after opening of tender within 07 days and T&C bids of such bidders shall be considered for evaluation after receipt of physical copy of original BG & its verification.

The clause mentioned below may be referred for detailed procedure of submission of EMD:-

- 5.1 The EMD of respective amount as indicated against the tender is to be submitted by bidder through net banking/RTGS/NEFT and /or uploading of scanned copy of BG on website at the time of submission of e-tender. In case if bidder is submitting Bank Guarantee towards EMD then the same shall be issued from scheduled Bank as per prescribed format for BG with validity of 9 months from the date of opening of tender. ***The EMD in physical form*** i.e. the BG is to be submitted in a sealed envelope super scribing "EMD of **Rs. 85,500/-** in the form of BG (As per Annexure II of SBD) against tender No.-**2024_MPPGCL_366023**" after opening of tender, within 07 days as indicated above.
- 5.2 If EMD is submitted in the form of Bank Guarantee, it is the responsibility of the bidder to submit the same strictly in prescribed format (As per Annexure II of SBD) only, failing which the offer may be rejected.
- 5.3 No offer will be accepted without valid Earnest Money Deposit unless exempted as detailed in point No. (1.10) of "**Instructions to Bidders (ITB) in Standard Bid Document**".
- 5.4 The prospective bidders will upload scanned and **self- certified copies** of requisite EMD documents/ documents for exemption of EMD on the website along with tender offer.
- 5.5 To upload scanned copy of Bank Guarantee / Document for exemption of EMD, the bidder has to opt "exemption" option on the website
- 5.6 In no case, physical contact should happen between bidder & MPPGCL official before opening of (T&C) bid.
- 5.7 No correspondence with regard to EMD shall be done through shortfall window of E-tendering website. The offer received without EMD shall summarily rejected.

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NOTE: -

- (i) The bidders situated/based in state of Madhya Pradesh and registered as Medium Enterprises are not allowed/entitled for exemption in EMD. Hence should not opt EMD exemption on the basis of above documents.
 - (ii) The bidders of other state (not in Madhya Pradesh) registered as Micro & Small Enterprises (MSEs) are not allowed/entitled for exemption in EMD. Hence should not opt EMD fee exemption on the basis of above document.
- (6) Credential and PQR: -
- The prospective bidders, who have adequate documents to fulfill criteria of credential and Pre-Qualification-Requirement (PQR) as detailed hereunder for instant tender, will upload scanned self-certified copies of requisite documents as required in e-tendering process. The credential documents and Pre-Qualification Requirement for the instant tender is as under: -
- a) Bidder should be a Partnership CA/ CMA firms/ LLP with majority partners registered with Institute of Chartered Accountants of India/ The Institute of Cost Accountants of India & having Head Office or Branch Office in Madhya Pradesh. **The copy of registration certificate along with latest partnership deed are to be uploaded.**
 - b) **GST and EPF registration certificate** (if applicable) are to be uploaded.
 - c) The firm should have experience of at least **10 years** in Internal Audit/ Statutory Audit under section 139 of Companies Act 2013/ Accounting or Taxation works in Public Sector Undertaking of either Central or State Government/Listed Companies/Power Sector Companies/Companies with Turnover more than 500 Crore. The firm should have audited IND-AS complied Financial Statements.
The copy of **firm registration certificate** to establish the experience of firm along with **order copies in above mentioned entities** is to be uploaded as documentary evidence. The firm should also submit **copies of order in companies having IND-AS complied Financial Statements**.
 - d) The firm should have minimum 3 CA/ CMA partners, one of which must be FCA/ FCMA and at least one partner must have CISA/ISA/DISA certification with knowledge and work experience of IND-AS compliances. The copies of, **proof of FCA/ FCMA, CISA/ ISA/ DISA certificate & work experience certificate of IND-AS is to be uploaded.**
 - e) Average annual turnover of the bidder during 03 consecutive financial years (FYs) in last 04 FYs (i.e. 2020-21, 2021-22, 2022-23, 2023-24) should not be less than Rs. 20 lakhs. **Audited balance sheets and P&L accounts OR certificate issued by the chartered accountant containing UDIN is to be uploaded as documentary evidence.**
 - f) Participating bidder (except PSUs / Government Organizations/OEM of respective boilers) is required to upload notarized affidavit on non- judicial stamp paper of appropriate value (which is presently Rs. 100/-) that "Neither the bidder nor any of its sister concern are facing Insolvency & Bankruptcy".
- (7) The undertaking as per Annexure –III of SBDs (clause no.1.15 i.e. Preparation, submission, opening and verification of Bid Proposals of Instructions to Bidders sub clause-IX) for successful execution of contract earlier awarded to prospective bidder is to be uploaded/submitted with required PQR documents by all the bidders except Government Organizations and/or Public Sector Undertakings.
- (8) The undertaking as per Annexure-IV of SBD (clause no. 1.52 i.e. corrupt practice/ Fraudulent Practice of Instructions to Bidders) is to be uploaded/ submitted with techno-commercial offer

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for observing fair and ethical practices by all the bidders except Government Organizations and/or Public Sector Undertakings.

- (9) The Tender Acceptance Letter to be given on letter head of company of the bidder as per Annexure-XI of SBD (clause no. 1.16- i.e. Deviations from Terms & Conditions/Tender acceptance letter of Instructions to Bidders) is to be uploaded/submitted with techno-commercial offer.
- (10) The affidavit for No Banning/ Black Listing/ Delisting on duly Notarized non-judicial stamp paper of Rs.100/- as per Annexure-IX of SBD (clause no. 1.26- i.e. Disqualification of Bidder of Instructions to Bidders) is to be uploaded/ submitted with techno-commercial offer by all the bidders except Government Organizations and/or Public Sector Undertakings. (Hard copy of same is to be submitted to O/o CFO,MPPGCL, Jabalpur in physical form only after opening of tender within 07 days and T&C bids of such bidders shall be considered for evaluation after receipt of physical copy of affidavit.)
- (11) The checklist of formats/ documents as per Annexure-XV– The duly filled checklist of formats /documents issued for subject tender is required to be uploaded/ submitted with techno-commercial offer.
- (12) The clause no. 1.36 of Instructions to Bidders “Reverse/Forward Auction” is **Not Applicable** for instant tender.
- (13) The clause no. 1.40 of Instructions to Bidders “Quantity Distribution” is **Not Applicable** for instant tender.
- (14) The clause no. 1.42 of Instructions to Bidders “Distribution of Work & Services” is **Not Applicable** for instant tender.
- (15) The clause no. 2.4 of General Conditions of Contract “Price Variation” is **Not Applicable** for instant tender.
- (16) **The bidding process is a “Single Stage Two Envelope” process consisting of two parts:-**
(i) Techno Commercial Bid: - To be submitted Online Only.
(ii) Price Bid: - To be submitted Online Only.
- (17) **Techno-Commercial Bid: -Bidder must positively complete e-tendering procedure at www.mptenders.gov.in. Bidder shall have to submit the following documents online in the website:-**
(a) Their complete techno-commercial offer containing detailed 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). The online submission of duly filled questionnaire and schedules is mandatory. Terms & conditions filled in questionnaire shall be treated as final. The requisite documents as per NIT i.e. credential & PQR related to financial status/ experience for work of tendered items and as per questionnaire should only be uploaded.
(c) The documents required for evaluation of technical point scoring should also be uploaded.
AND THEIR OFFER SHALL BE REJECTED WITHOUT ANY CORRESPONDANCE.
- (18) **Price bid: -Bidder shall have to download the Price bid format from website and after filling prices of quoted tendered items; the same is to be uploaded as per instructions therein. Physical submission of price bid will not be considered. The price bid of techno-commercially qualified bidder shall be opened online at the notified date at www.mptenders.gov.in. Bidders can view information of date of price bid opening on web-site.**
- (19) **MPPGCL reserves the right for extension of due date of opening of techno-commercial bid.**
- (20) **MPPGCL reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.**

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- (21) Any change/modifications/alteration in the tender documents shall not be allowed and such tender shall be liable for rejection.
- (22) In case of any discrepancies found between the tender document uploaded by the bidder and the tender documents uploaded by the tender inviting authority, the later shall prevail. No claim/ appeal on this account will be entertained or given cognizance.
- (23) Tenderers will be solely responsible for the correctness/genuineness of the downloaded tender documents from the website. If the offer submitted through the downloaded tender documents, which are incomplete or with changed contents, the offer will be summarily rejected.
- (24) For amendment/due date extension/clarification/update if any, please visit www.mptenders.gov.in website regularly. In case of any bid amendment /due date extension/ clarification/update, the responsibility lies with the bidders to collect the same from the web site www.mptenders.gov.in or from the office of undersigned prior to deadline of submission of bid. MPPGCL shall have no responsibility for any delay/omission on the part of the bidder.
- (25) Please refer Clause (2.76) “Jurisdiction” of General Conditions of the Contract in Standard Bid Document (SBD) vide which any dispute or difference, arising under, out of, or in connection with this Tender/ Contract shall be subject to exclusive jurisdiction of competent court of Madhya Pradesh at Jabalpur only.
- (26) **Evaluation of Bid:** Evaluation of PQR qualified bidders shall be done on the basis of technical point scoring mechanism as per **Annexure B of Tender: Special Terms & Conditions**. However, Selection of the successful bidder shall be done amongst technically qualified bidders on lowest offer basis.

The following documents are required for evaluation of technical point scoring:

Sl.No.	Particulars	Required documents
1	No of Completed Year of Establishment of the Firm over and above 10 Years as on the date of NIT	Firm's Registration letter/Certificate issued by ICAI/ICMAI to establish the period of Experience.
2	No. of Partners/Employee(s) in the Firm who are FCA/FCMA and who have been with the applicant Firm for a minimum period of one year as on the date of NIT. (Form 18 of ICAI or Form M- 5 of ICMAI to be submitted)	Form 18 of ICAI or Form M- 5 of ICMAI and FCA,FCMA partner membership card, Partnership Deed.
3	No. of Partners/Employee(s) in the Firm who are ACA/ACMA and who have been with the applicant Firm for a minimum period of one year as on the date of NIT. (Form 18 of ICAI or Form M- 5 of ICMAI to be submitted)	Form 18 of ICAI or Form M- 5 of ICMAI and ACA,ACMA partner membership card, Partnership Deed.
4	No. of Partners/Employee(s) in the Firm who has DISA/ISA/CISA	DISA/ISA/CISA Certificate issued by respective institutes (ICAI/ICMAI/ISACA)
5	Head Office /Number of branch offices In Madhya Pradesh (Including	Firm card Issued by ICAI/ICMAI

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	head office)	
6	No. of Semi-qualified Assistants (CA-Inter /Cost –Inter/M.Com) employed with the Firm	Qualification certificate/ Mark sheets to establish qualification and Payroll /Stipend register/ any other document to establish employed with the firm.
7	Experience of the Firm in Power Sector Utility as Statutory/Internal/Cost Auditors	Respective Work-Orders/ Experience certificate issued by such entity.
8	Experience of the Firm in other than Power Sector Utility (State/Central) PSU as Internal Audit /Statutory Audit under Companies Act/Cost Audit /Tax Audit	Respective Work-Orders/ Experience certificate issued by such entity.
9	Experience of the Firm as Internal Auditor in ERP-SAP Environment	Respective Work-Orders/ Experience certificate issued by such entity.
10	Peer reviewed by Respective board of ICAI/CMA	Peer Review certificate issued by ICAI/ ICMAI.

(27) For participation of bidders from a country which shares land border with India.

Model Clauses for Tenders

- I. 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.
- II. “Bidder” (Including the term ‘tenderer’ ‘consultant’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions or bidders stated hereinbefore including any agency branch or officer controlled by such person, participating in a procurement process.
- III. “Bidder from a country which shares a land border with India” for the purpose of this Order means:-
 - a. An entity incorporated, established or registered in such a country; or
 - b. A subsidiary of an entity incorporated, established or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d. An entity whose beneficial owner is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
- IV. The beneficial owner for the purpose of (iii) above will be as under:
 1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.
Explanation-

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- a. "Controlling ownership interest" means ownership of or entitlement to more than twenty five per cent of shares or capital or profits of the company.
 - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements.
2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership.
 3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals.
 4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official.
 5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- VI. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

Model Certificate for Tenders (for transitional cases as stated in para 3)

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I hereby certify that this bidder is not from such a country and is eligible to be considered."

Model Certificate for Tenders

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with india; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Model Certificate for Tenders for Works involving possibility of sub-contracting

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

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(28) Regarding tender details: - Any queries relating to the tender document contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person in working day from 10.00 Am to 06.00 PM as indicate below: -

- (a) Tarun Jain (Account Officer-Audit) O/o CFO, MPPGCL, Mob: 70002-74125
- (b) Harshwardhan Singh Kot (Joint Director- Audit)O/o CFO,MPPGCL Mob. 9425826083

Note - Any queries relating to the process of online bid submission or queries relating to MP Tenders Portal in general may be directed to the 24x7 MP Tenders Portal Helpdesk.



Chief Financial Officer
MPPGCL, Jabalpur

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