

OFFICE OF THE SUPERINTENDING ENGINEER (P&W)M.P.P.G.C.L.;A.T.P.S.; CHACHAI
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Corporate office

M.P.POWER GENERATING CO.LTD. (Govt.ofM.P.Undertaking)

CIN-U40109MP2001SGC014882

Block No.9, Shakti Vidyut Nagar, Rampur, JABALPUR (M.P)-482008

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No:-001-04/P&W/NIT/3698

Chachai dtd. 22/02/2022

NOTICE INVITING TENDER (NIT)
“Through e-tendering process only”

M.P. Power Generating Co. Ltd. Invites electronic tenders from experienced contractors/vendors for the works/supplies as detailed below for ATPS, MPPGCL, Chachai.

Sl	Tender No	Tender Particulars	Tender Cost	EMD (In Rs)	Date and Time for closing of online submission	Date and time of opening of e-tender
01	2021_ MPPGC_ 173877	Work contract for expert services for accounts related work on DOS based SYBASE system and incidental work in the O/o Sr. A.O. ATPS, MPPGCL Chachai.	500/-	16600.00	21.03.2022 Up to 15:00 Hrs	24.03.2022 From 15:30 Hrs Onwards

Estimated Value: Rs.6,64,571.00 only including GST

These tenders are 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. Only the Bank Guarantee in original towards EMD in physical form is to be submitted up to 15:00 Hrs on the date of opening of e-tender and it shall be opened from 15:30 hrs. onwards. The bidders or their authorized representative, at their own discretion and cost may witness tender opening.

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 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: support-eproc@nic.in.
- (xiii) For any clarification regarding e-submission of offer from this office, bidder can contact no. **9425808848**

(3) Exemption for MSEs, START UP and SSI of MP from payment of Tender Fees

The bidders registered in the state of Madhya Pradesh as Micro & Small Enterprises (MSEs) / START UP / S.S.I. units with D.I.C. (District Industries Center) / 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) 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. If on the bid opening any discrepancy is noticed in the exemption documents towards tender fees then it will be indicated for respective bidder on e-tendering web site itself through “short fall of document” window and same has to be make good by the bidder and correct document to be uploaded on e-procurement website itself on the same window within specified time or otherwise such Bid/offer shall likely to be rejected.

NOTE:- Apart from above, no other bidder is exempted from payment of Tender Fees.

- (4) 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 should be submitted in physical form till due date & time of opening of respective tender.

“Bidder is required to upload scanned copy of BG on e-portal and submit original B.G. in physical form after opening of bid only, within 07 days after bid opening. The bid of such bidders shall be considered only after receipt of original B.G. in physical form. This office shall not be held responsible for any postal delay in this regard. No correspondence with regard to EMD shall be done through short fall or email.”

The tender received within specified time (e-tender as well as physical EMD in the form of BG submission) shall only be opened on the date specified against each tender at 15.30Hrs. onwards. The clause No. (7) of NIT may be referred for detailed procedure of submission of EMD. The tenderer or their authorized representatives may be present at the time of tender opening.

(5) **Credential and PQR:**

The prospective bidders, who have adequate documents to fulfill criteria of credential and Pre-Qualification-Requirement (PQR) as detailed hereunder for respective 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 respective tenders are as under:-

5.1 Tender ID: 2021_MPPGC_173877

The prospective bidders, who have adequate documents to fulfill criteria of credential and Pre-Qualification-Requirement (PQR) as detailed hereunder for the 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 tender are as under:-

- (a) Bidder should be a Chartered Accounts / Cost Account firm. Bidder should upload registration certificate issued by respective institute.
- (b) Copies of successfully executed order(s) of any value (including part executed) by the bidder as a main contractor of same or similar (i.e. manpower deployment for expert services for accounts related work) type of works / contracts for a minimum period of one year in state owned power generating companies / other captive power utilities of PSU/ NTPC / Govt. industries or departments / semi Govt. industries or departments / other leading industries / IPPs/ PSUs in India placed in last 7 years ending with initial date of opening of bid are to be uploaded.
- (c) Firm shall upload documentary evidence of following educating qualification and experience in respect of proposed personnels to be engaged for carrying out the scope of work.
 - i) The personnels should be Chartered Accountants (inter qualified) / cost Accountant (inter qualified) / M. Com/ MBA (Finance) or retired employee (retired from the post of office Assistant Grade- II or above) from any of the successor company of erstwhile MPSEB and
 - ii) Experience Certificate of proposed personnel regarding working knowledge in SYBASE software account system beside MS office for a period of atleast six months.

Note:- **Conditional fulfillment of PQR is not acceptable. Any bidder mentioning the same in its offer will be rejected.**

(For any clarification please contact on Mob. no. 9425808848)

- (6) **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.**
- (7) **Earnest Money Deposit :**
- 7.1 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. ----- in the form of BG against tender No. ---”.
- 7.2 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 only, failing which the offer may be rejected.
- 7.3 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”.
- 7.4 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.
- 7.5 For this, the bidder has to opt for “exemption” option on the website and to upload scanned copy of Bank Guarantee / Document for exemption of EMD.
- (8) Clause No. 1.36 ‘Reverse/Forward Auction’ of Standard Bid Document shall not be applicable for this contract.
- (9) 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 for observing fair and ethical practices by all the bidders except Government Organizations and/or Public Sector Undertakings.
- (10) The affidavit for No Banning/ Black Listing/ Delisting on 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.
- (11) 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.
- (12) The check list of formats/ documents as per Annexure-XV of SBD– The duly filled check list of formats /documents issued for subject tender is required to be uploaded/ submitted with techno-commercial offer.
- (13) **Techno-Commercial Bid:** Bidders must positively complete e-tendering procedure at www.mptenders.gov.in. Bidders shall have to submit the following documents online in the website:-
Their complete techno-commercial offer containing detailed material description/specification (if any) and all commercial terms & conditions. This document should not contain any price part.
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 supply of tendered items and as per questionnaire should only be uploaded.

- (14) 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.
- (15) MPPGCL reserves the right for extension of due date of opening of techno-commercial bid.
- (16) MPPGCL reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.
- (17) Any change/modifications/alteration in the tender documents shall not be allowed and such tender shall be liable for rejection.
- (18) 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.
- (19) 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.
- (20) 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 the deadline of submission of bid. MPPGCL shall have no responsibility for any delay/omission on the part of the bidder.
- (21) 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 .

(PQR has been verified by the CE (MM), JBP received by email dtd.11.01.2022)

S.E.(P&W)
ATPS MPPGCL, Chachai

Copy to:-

- 1- The S.E.(HQ) ATPS MPPGCL Chachai
- 2- The Sr. A.O. ATPS MPPGCL Chachai
- 3- The A.E.(Website) of this office.
- 4- Notice Board.

“SAVE ELECTRICITY”