

NTPC Limited  
**(A Government of India Enterprise)**  
SSC-ER-1, Barh, Patna  
PO- NTPC Barh, Dist-Patna (Bihar)

**NOTICE INVITING TENDER (NIT)/ INVITATION FOR BIDS (IFB)**  
(Domestic Competitive Bidding)

1. NTPC invites ONLINE bids from eligible Bidders for **“Supply, Installation, commissioning, O and M for one year of grid connected Rooftop Solar Photovoltaic system at Stage-2 NTPC Barauni ”**, through e- tender (<https://eprocurmentpc.nic.in>) under **Open Tender Single Stage Two Envelope** bidding process.

2. **Brief Information of NIT :**

NIT Subject	<b>“Supply, Installation, commissioning, O and M for one year of grid connected Rooftop Solar Photovoltaic system at Stage-2 NTPC Barauni”</b>
NIT No. /Date	NTPC/SSC - ER-I(Barh)/ 9900201218/046/1028 dtd <b>22.06.2020</b>
Estimated Cost	Not to be displayed
Completion Period	Supply, Installation, commissioning -Four (4) Months. post commissioning 1 year of O&M
NIT Publication date and time (Online Document download through GepNIC site <a href="https://eprocurmentpc.nic.in">https://eprocurmentpc.nic.in</a> ) (Sale) Start Date & Time	23.06.2020: 10.00 Hrs
Source of IFB/NIT	SSC ER-1, NTPC, Barh
Contract Classification	Works Contract
Start Date for seeking clarification	23.06.2020: 10.00 Hrs
Last Date for seeking clarification	02.07.2020 16:00 Hrs
Start Date and Time for Bid submission	23.06.2020: 10.00 Hrs
Last Date and Time for Bid submission	10.07.2020, 16:00 Hrs
Technical Bid Opening Date & Time	11.07.2020, 16:00 Hrs
Price Bid Opening Date	To be informed later
Cost of Bidding Documents	Rs.2250.00 including GST
EMD Amount in INR	<b>Rs.5,00,000.00 (Rupees Five lakhs only)</b> (For details refer clause-5 as mentioned below).

3. Bidder can view/download the complete set of Bid document as per the following procedure.

Type of Vendor	Required Document for viewing/downloading our tender document
Vendors already having GEPNIC vendor code and Password	<b>Follow Clause No-4 as below:</b>
Vendors already having SAP vendor code, but does not have GEPNIC Login ID and Password	<b>Step-1:</b> The agency has to furnish duly filled Annexure-2 and register at GEPNIC e-Procurement Portal with valid login ID mapped with Digital signature. <b>Step-2 After compliance of step-1, Follow Clause No-4 as below</b>
New Vendor neither having	<b>Step-1 :</b> The agency has to furnish the followings:

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any vendor code in SAP nor any GEPNIC login id and Password	
	<p>A. Duly Filled Annexure-1 (format given below)</p> <p>B. PAN card scanned/photo copy (self Attested)</p> <p>C. EFT form(Format Given Below), duly filled and endorsed by their banker, Cancelled Cheque</p> <p>D. Copy of PF Documents</p> <p>E. Service Tax Registration</p> <p>F. ESI Code / Undertaking for ESI</p> <p>All these should reach us at least <b>seven working days</b> prior to Last Date of Tender Fee Payment.</p> <p><b>Step-2 After compliance of step-1, Follow Clause No-4 as below.</b></p>

**4. Mode of Payment for purchase of tender document:**

a) **On-Line:**

Vendors can view/download the tender document after logging in our e-tender site by clicking on “NTPC e-Tender” in home page of <https://eprocurementpc.nic.in>

After logging in to our e-tender site as mentioned above, the interested bidder can pay the tender fee as mentioned in the “Tender Details” and “Guidelines to Bidders” which are available on the CPP portal.

In case of any difficulty, please contact help desk no- **180030702232**, **Mobile no. 7878007972 and 7878007973**. **Presently, submission of tender fee -online mode / EMD in offline/online mode**

b) Exemption on Cost of Tender Document: **Applicable as per detail mentioned below.**

c) Tender fee is **non-refundable**.

**5. Bid Security: (EMD):**

1. The scan copy of on-line payment receipt/ MSE Benefit Certificate(if applicable) and MSE Undertaking /Declaration(if applicable) shall be attached at the designated place. Except bank guarantee, **NO** offline payment (like DD/BC,etc) is allowed.
2. Offline payment is allowed only for Bank Guarantee(BG). In case of BG, it should be sent in a sealed envelope, super scribed on the top as under:

Tender No. \_\_\_\_\_

Due End Date of Bid Submission \_\_\_\_\_

From \_\_\_\_\_ (Name of Bidder).

*The sealed envelope with BG **must be submitted offline** and reach (through SPEED POST or others) to:*

**SSC ER-I, C&M, NTPC/Barh STPP, PO- NTPC Barh Campus, Dist – Patna, Bihar-803215** on or before Bid Submission End Date and time (BSED). The same received after BSED shall be treated as non responsive bid and the same shall be returned in original and online bid of the bidder if submitted shall not be opened.

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In case of Bidders opting for Bank Guarantee as Bid Security but unable to send the Original Bank Guarantee in physical form at the tender opening location, following shall be applicable:

(i) The issuing bank shall intimate through their own official e-mail id to concerned C&M department with a copy to Bidder regarding issuance / extension of BG along with following documents:-

(a) The scanned copy of the BG.

(b) SFMS message acknowledgement copy sent to NTPC banker stating the date of sending.

(c) An undertaking through official e-mail id of bank as per format enclosed at Annexure-A

SFMS message must be sent to the Employer's bank whose details are mentioned in Bidding documents.

SFMS confirmation shall be obtained by concerned NTPC executive from Employer's bank with regard to issuance of Bank Guarantee before award.

(ii) Bidders shall be required to upload the scanned copy of the BG on GepNIC / e-tendering portal.

### **Instruments for EMD / Tender Documents Fee.**

i) **E-Payment** : EMD / Tender Documents Fee (If applicable) may be paid through E-payment on GePNIC portal. Upon successful E-payment on the portal or Online Payment, an e-receipt shall be issued to the bidder by the system, a copy of which is to be online submitted by the bidder at GePNIC portal.

**While paying through E-payment, bidder should mention the NIT / Tender No (9900XXXXXX) as reference and the same should be mentioned on self generated e-receipt.**

**There is no need to submit E-receipt physically at SSC ER-I NTPC Barh.**

ii) **Bank Guarantee (BG)**: In case Bid Security is submitted by way of Bank Guarantee (BG), the same should be valid for 225 days from the date of Opening of Techno-commercial offer.

The BG should be on Non-Judicial stamp paper/e-stamp paper of appropriate value as per Stamp Act prevailing in the State(s) where the BG is submitted or is to be acted upon or the rate prevailing in the State where the BG is executed, whichever is higher.

**The Stamp Duty applicable in Bihar is INR 1000/-.**

iii) **EMD / Tender Fee Exemption (Benefits to MSEs) (Reference Clause 31.0 of ITB); EMD / Tender Fee Exemption –Applicable, Purchase preference to MSE bidders-Not applicable**

For availing MSE benefits for purchase preference, bidder shall confirm that they are manufacturer of all the item(s) specified in the bidding documents, which are a pre requisite for extending MSE benefits of purchase preference. In case, Bidder is not a manufacturer of all such items which are a pre requisite for extending MSE benefits of purchase preference, but is a manufacturer of at least one of the item(s) of the package, then benefits of EMD and Tender fee exemption only shall be extended in such cases and its bid shall be evaluated / treated as Non-MSE bid. In support of above claim regarding manufacturing of each of the specified Item(s), Bidder will furnish necessary details of Stores/ Category  
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~~of items etc. as mentioned in the MSE registration certificate along with the above Undertaking. In case, such details are not available in the Registration Certificate furnished by the Bidder for any of the above item(s), other relevant details / documentary evidence will be furnished along with the Undertaking in support of the claim that such item(s) are manufactured by the Bidder. Format for declaration / undertaking by bidder at Annexure A2~~

**Benefits to MSEs are applicable ( Exemption from EMD / Tender Fee) for this NIT.**

MSE bidders seeking Exemption from EMD / Tender Fee must online submit the following:

**Valid MSE Certificate / Document**

*In case of MSEs availing ‘EMD and tender fee’ exemption based on relevant certificates of MSEs and undertaking as elaborated above submitted by them, it will be deemed that MSE benefits (for EMD and tender fee) have been extended provisionally. The evaluation of bid as MSE shall be done only after detailed scrutiny/evaluation of documents submitted by MSEs for availing ‘EMD and tender fee’ benefit. If the documents submitted for availing MSE benefits found in **Non Compliance**, the bid submitted by the concerned bidder shall be rejected and shall not be evaluated further.*

Bidder’s Bank shall also send electronic message through secure SFMS (in case of BGs issued from within India) or SWIFT (in case of BGs issued from outside India) to Employer’s Beneficiary Bank whose details are provided herein below:

Beneficiary Bank details are provided herein below:

I	Bank Name	State Bank of India
ii	Branch	NTPC Barh Campus
iii	Bank Address	Barh STPP, PO- NTPC Barh Campus, Dist- Patna, Bihar – 803215.
iv	IFSC Code	SBIN0010085

Bidders are advised to ensure that the message is sent by their Bankers and the Bidders must submit the reference details as part of the bid with the EMD.

**Exemptions:**

- (i) Micro and Small Enterprises (MSEs) registered with District Industries Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts or Udyog Aadhar registered vendor and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises as per MSMED Act 2006, for goods produced and services rendered, shall be issued the bid documents free of cost and shall be exempted from paying Earnest Money Deposit.

**IIMs/IITs/NITs/IISc./CBRI/CPRI/GSI/CWPRS/CWC and other Govt. Institutes/agencies (excluding PSUs) are also exempted from submission of EMD.**

- a) The Bid Security of all the unsuccessful Bidders will be returned after award of the Job.

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- b) The **Bid Security** shall be **forfeited** in any of the following circumstances by the Owner without any notice or proof of damage to the Owner:
- i. If the Bidder withdraws or varies its Bid during the period of Bid validity specified by the Bidder in the Bid Proposal.
  - ii. In case the Bidder does not accept the corrections towards the discrepancies in their bid, wherever the breakup of prices have been asked separately.
  - iii. If any deviation, variation or additional condition etc found anywhere in our technical and / or / Price Bid implicit or explicit, shall stand unconditionally withdrawn, without any cost implication whatsoever to employer, failing which the bid security shall be forfeited.
  - iv. In the case of a successful bidder, if the bidder fails within the specified time limit to furnish the acceptance of Letter of Award / Purchase Order.
  - v. In the case of successful Bidder, if the Bidder fails, within the time limit, to furnish the required Contract Performance Guarantee in case the same is required as per conditions of the P.O / LOA.
  - vi. If the bidder / their representative commit any fraud while competing for this contract pursuant to Fraud prevention policy of NTPC.
- c) No interest shall be payable by NTPC on the Bid Security.
- d) ANY BID NOT ACCOMPANIED BY A BID SECURITY, SHALL BE REJECTED BY THE EMPLOYER AS BEING NON RESPONSIVE AND RETURNED TO THE BIDDER WITHOUT BEING OPENED.**

(a) **Bid Security/ EMD: Applicable**

(b) **Period of validity of Bid Security : 45 days beyond expiry of the validity of bid, i.e. 225 days from the deadline for submission of bid.**

(c) The Bidder shall furnish, as part of its Bid, a Bid Security in a separate envelope in the amount and currency as stipulated in the Bid Data Sheet.

(d) The Bid Security shall, at the Bidder's option, be in the form of a crossed ~~Demand Draft/Pay Order/Banker's Cheque~~ or a Bank Guarantee from any of the banks specified in the Bid Data Sheets.

(e) The format of the Bank Guarantee shall be in accordance with the form of bid security included in the Bidding Documents. Bid Security shall remain valid for a period of forty five (45) days beyond the original Bid validity period and beyond any extension of bid validity subsequently requested under ITB Sub-Clause 13.3.

(f) The Bidders at their option may also submit the Bid Security amount through E-Payment by Credit Card/Debit card/Net Banking on the NTPC e-tender portal. Upon successful e-payment on the portal, an e-receipt shall be generated by the system, a copy of which is to be submitted by the bidder along with the bid as a proof of e-payment of Bid Security.

4.2 Wherever Bids under Joint Venture route are permitted as per the Qualifying Requirements in the Bidding Documents, the Bid Security by the Joint Venture must be on behalf of all the partners of the Joint Venture.

4.3 In case of Single Stage Single Envelope and Single Stage Two Envelope bidding process, the Bid Security shall be furnished in a separate sealed envelope.

In case of Two Stage bidding process, the Bid Security (in case of Stage-I (Techno- Commercial Bid) and extension of bid security (in case of Stage-II (Price Bid) shall be furnished in a separate sealed envelope.

Any bid not accompanied by an acceptable Bid Security in a separate sealed envelope shall be rejected by the Employer as being non-responsive and shall not be opened.

Further Stage-II (Price Bid) (in case of Two Stage bidding) not accompanied by requisite bid security extension in a separate sealed envelope shall be rejected by the Employer as being non-responsive and shall not be opened.

4.3 In case of Single Stage Single Envelope bidding process, the Bid Security of all the bidders except recommended/evaluated L-1 bidder shall be returned immediately after placement of award on the successful bidder.

In case of Single Stage Two Envelope and Two Stage bidding process, the Bid Security of the Bidders whose Technical Bids has not been found acceptable, shall be returned along with letter communicating rejection of Technical Bid. The Bid Security of all the Bidders except recommended /Evaluated L-1 bidder, whose price bids are opened, shall be returned immediately after placement of award on the successful bidder.

An intimation in this regard shall also be sent to all such bidders, after return of their Bid Security, through e-Tendering system / e-mail by the Package coordinator / concerned executive.

4.4 The Bid Security of the successful Bidder to whom the Contract is awarded will be returned when the said Bidder has signed the Contract Agreement pursuant to ITB Clause 33 and has furnished the required Performance Securities pursuant to ITB Clause 34.

**4.5 The Bid Security may be forfeited**

- a) If the Bidder withdraws or varies its Bid during the period of Bid validity;
- b) If the Bidder does not accept the correction of its Bid Price pursuant to ITB Sub- Clause 25.2;
- c) **(Applicable for Single Stage Single Envelope Bidding):**

If the Bidder refuses to withdraw, without any cost to the Employer, any deviation not listed in Attachment-6 but found elsewhere in the Bid;

OR

**(Applicable for Single Stage Two Envelope Bidding):**

If the Bidder refuses to withdraw, without any cost to the Employer, any deviation, variation, additional condition or any other mention any where in the bid, contrary to the provisions of bidding documents;

OR

**(Applicable for Two Stage Bidding):**

If the Bidder refuses to withdraw, without any cost to the Employer, any deviation, variation, additional condition or any other mention any where in the Price bid, contrary to the provisions of bidding documents;

- d) In the case of a successful Bidder, if the Bidder fails within the specified time limit
  - i) to sign the Contract Agreement, in accordance with ITB Clause 33, and/or
  - ii) to furnish the required Contract Performance Guarantee/Security Deposit in accordance with ITB Clause 34
- (f) If the bidder/his representatives commits any fraud while competing for this contract pursuant to Fraud Prevention Policy of NTPC.
- (g) In case the Bidder/Contractor is disqualified from bidding process in terms of Section 3 and 4 of Integrity Pact.

## 6. No Deviation Certificate:

“No deviation, whatsoever, is permitted by the Owner to any provisions of bidding Documents.”

The acceptance of above is an attribute of the on line Bid Invitation and the Bidders are required to confirm acceptance of Compliance to All Provisions of Bidding Documents (NIL Deviation Certificate) online. Only after acceptance of the above condition the bidder shall be allowed to submit the bid.

In case any deviations, variations and additional conditions are found anywhere in the bid (Techno Commercial Bid & Price Bid), the same shall not be given effect to in evaluation and it will be considered that the bidder complies to all the terms and conditions of Bidding Documents without any extra cost to the Owner irrespective of any mention to the contrary, anywhere in the bid, failing which the Bid Security of the Bidder be forfeited.

## 7. Clarification on Bidding Documents:

Bidder can seek clarifications through e-mail or online through GepNIC site up to the time specified as mentioned in the bidding document. The queries will be answered by NTPC and replied through email/online through GepNIC site.

## 8. Qualifying Requirements of Bidders:

In addition to the requirements stipulated in Section ITB (Instructions to Bidders), the Bidder shall also meet the Qualifying Requirements stipulated hereunder.

SI No	QUALIFYING REQUIREMENTS
1.0	<b>TECHNICAL CRITERIA:</b>  The bidder should have “ <b>designed, supplied, erected/ supervised erection, commissioned/ supervised commissioning and done O&amp;M of SPV based grid connected power plant</b> ” for at least one plant of <b>100 KWp</b> or above and cumulative capacity of <b>640KWp</b> or above. The reference plant of <b>100 KWp</b> or above capacity must have been in successful operation for at least six months as on the date of techno-commercial bid opening.
1.1	<b>Notes for Clause 1.0 above:</b> <ol style="list-style-type: none"><li>1. The reference SPV based grid connected power plant of 100 KWp or above capacity developed by Bidder for itself or any other client.</li><li>2. Bidder shall submit certificate of successful completion/operation from the Owner. In case the Bidder has executed the project for its own group company/special purpose vehicle, Bidder shall, in addition, obtain a certificate from DISCOM/power procurement agency for commissioning date.</li><li>3. Projects executed by Bidder's group company, Holding Company or Subsidiary Company shall not be considered as Bidder's experience for meeting the Qualifying Requirements.</li><li>4. The Bidder shall also be considered qualified, in case the award for the reference works has been received by the Bidder either directly from owner of plant or any other intermediary organization. A certificate from such owner of plant shall be required to be furnished by the Bidder along with its techno-commercial bid in support of its claim of meeting requirement stipulated above.</li><li>5. SPV based Roof-top and ground mounted solar power projects, which are grid connected, shall be considered as Bidder's experience for meeting the Qualifying Requirements.</li><li>6. Regarding reference work through which bidder is seeking qualification, Bidder to compulsorily include with their bid a statement informing the scheduled date and actual date of completion of reference work.</li></ol>
2.0	<b>FINANCIAL CRITERIA:</b> Average Annual Turn Over: The average annual turnover of the Bidder, in the preceding three (03)

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	consecutive financial years as on the date of Techno-Commercial bid opening, should not be less than <b>Rs. 3.28 Crores (INR Three Crores and Twenty-eight lakhs only)</b> .
2.1	In case a Bidder does not satisfy the annual turnover criteria, stipulated above on its own, its Holding Company would be required to meet the stipulated turnover requirements as 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 and irrevocable financial support for the execution of the Contract by the Bidder in case of award.
2.2	<p><b>Net worth of the Bidder should not be less than 100% (hundred percent) of its paid up share capital</b> as on the last day of the preceding Financial year on the due date of Techno-commercial bid opening.</p> <p>In case the Bidder does not meet the Net worth criteria on its own, it can meet the requirements of Net worth based on the strength of its <b>Subsidiary(ies) and/or Holding Company and/or Subsidiaries of the Holding Companies</b> wherever applicable. In such a case, however the Net worth of the Bidder and its Subsidiary(ies) and/or Holding Company and/or Subsidiaries of the Holding Companies, in combined manner should not be less than 100% of their total paid up share capital. However individually, their Net worth should not be less than 75% of their respective paid up share capitals.</p> <p><b>Net worth in combined manner shall be calculated as follows:</b></p> <p><b>Net worth (combined)= [ (X1+ X2 +X3) / (Y1 +Y2+Y3)] X 100</b>Where X1, X2, X3 are individual Net worth which should not be less than 75% of the respective paid up share capitals and Y1, Y2, Y3 are individual paid up share capitals.</p>
2.3	<p>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:</p> <p>i) Copies of the unaudited unconsolidated financial statements of the bidder along with copies of the audited consolidated financial statements of the Holding Company.</p> <p>ii) 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 financial statements of the Holding Company.</p> <p>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 the Bidder is not able to submit the Certificate from a practicing Chartered Accountant certifying its financial parameters, the audited results of three consecutive financial years preceding the last financial year shall be considered for evaluating the financial parameters. Further, a Certificate would be required from the CEO/CFO as per the format enclosed in the bidding documents 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 the financial parameters is not available.</p>
3.0	<p><b>Notes for Clause 2.0:</b></p> <p>i. <b>Net worth</b> 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.</p> <p>ii. <b>Other income</b> shall not be considered for arriving at annual turnover figures.</p>

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	<p>iii. <b>"Holding Company" and "Subsidiary"</b> shall have the meaning ascribed to them as per Companies Act of India.</p> <p>iv. For <b>Turnover indicated in foreign currency</b>, the exchange rate as on seven (7) days prior to the date of techno-commercial bid opening shall be used.</p>
4.0	<p><b>Proven-ness Criteria:</b></p> <p>The Bidder/ Subcontractor shall meet the requirements as stipulated in para (I) and (II) below:</p> <p>I. The Bidder / sub-contractor should have manufactured and supplied the solar PV modules of cumulative installed capacity of 1 MWp or above using any rating of modules and any source of indigenous or imported PV cells in any one financial year.</p> <p>II. The Bidder I sub-contractor should have manufactured and supplied solar PV modules built up using indigenous and/or imported PV cells of power rating 240 Wp or above which must have been in successful operation for at least six months as on date of Techno commercial bid opening</p>
5.0	<p>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.</p>

**9. Brief Description of items: "Supply, Installation, commissioning, O and M for one year of grid connected Rooftop Solar Photovoltaic system at Stage-2 NTPC Barauni"**

**10.** Following documents must be uploaded online, failing which the offer shall be liable for rejection:

- I. Qualifying Requirement: Total credential to fulfill all the criteria as mentioned in Qualifying requirement of the NIT/IFB.
- II. Technical Bid:
  - a. All TECHNICAL DATA SHEETS as per the format provided in the tender document duly filled.
  - b. Any other data/information as sought in our tender document.
- III. Company/Firm Details:
  - a. Document related to legal status of the Bidder (i.e., Sole Proprietorship Concern/Partnership Firm/ Private Limited Companies/ Public Limited Companies and Statutory Corporation/ Consortium/ Joint Venture), Name and address (es) of the sole proprietor / partners / Board of directors.
  - b. Memorandum and articles of association/photocopy of partnership deed/affidavit of proprietorship.
- IV. Copy of GST certificate.
- V. Copy of valid independent PF code no. issued by concerned RPFC.
- VI. Copy of PAN card.
- VII. Copy of ESI Certificate/Undertaking for submission of ESI (As per **Annexure-X** mentioned in the bid document).

**11.** Participation in the tender does not automatically mean that the bidders are considered qualified. NTPC shall evaluate the qualifying requirement of each bidder as per NIT after opening of technical bid and the bids of the bidder who is not meeting the qualifying requirement shall not be considered.

**12.** NTPC reserves the right to reject any or all bids or cancel/withdraw the invitation for bids/IFB without assigning any reason whatsoever and in such case no bidder/intending bidder shall have claim arising out of such action.

~~**13.** NTPC will not be responsible for any loss/late receipt/non receipt of applications for tender~~

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~~documents/bids due to any postal delay or delay, in any form, in transit.~~

**14.** If the last date for receiving applications/ selling of bids/ date of bid opening **coincides with holiday, the date will be shifted** to the next working day.

**15.** Tender document is not transferable.

**16. Package Co-ordinator:**

(A) Name: Ratnakar Behera

Designation: DGM(SSC-C&M)

Contact No.:9650992819

E-mail: [ratnakar04@ntpc.co.in](mailto:ratnakar04@ntpc.co.in)

(B) Name: Sanjeev Kumar Varsheney

Designation: AGM (SSCC&M)/Contracts

Contact No.:9471701256

E-mail: skvarsheney@ntpc.co.in

**17. Address for Communication:**

**AGM(SSC- C&M)**

**Shared Service Centre (SSC-C&M), ER-1,**

**Barh STPP, NTPC Ltd.,**

**PO- NTPC Barh Campus, Dist- Patna, Bihar- 803215.**

Anexure No 1

Request for Login ID on NTPC e-Tender.

If you are not a supplier/Contractor of NTPC, and interested in participating in e-tenders in NTPC, please fill in the following.

Form A

New Vender (prospective)

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

State: \_\_\_\_\_ City: \_\_\_\_\_

Country: \_\_\_\_\_

Pin: \_\_\_\_\_

Telephone NO: \_\_\_\_\_ Extn: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email ID: \_\_\_\_\_

Your Company's Bank Name \_\_\_\_\_

Account Number: \_\_\_\_\_

Branch: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

PAN number: \_\_\_\_\_

CST number: \_\_\_\_\_

Excise Regn Number: \_\_\_\_\_

SSI Number: \_\_\_\_\_

Contact Person's Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Bid Invitation number interested in: \_\_\_\_\_

DD details as tender fee: Issuing Bank: \_\_\_\_\_

No: \_\_\_\_\_ Date of Issue: \_\_\_\_\_

Amount: \_\_\_\_\_ DD Valid till: \_\_\_\_\_

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Note: Please download, print and fill this form. Submit it to the Package in charge/ Contact person as mentioned in the Bid Invitation along with the DD of required amount. DD should be in favor of "NTPC Ltd" payable at the ordering location mentioned in the Bid Invitation.

A nnexure No 2

Request for Login ID on NTPC e-Tender.

If you are already a supplier/contractor of NTPC, and interested in participating in e-tenders of NTPC, please fill in the following form. Form B

For Existing Venders:

Existing Vender Code with NTPC: \_\_\_\_\_  Pre ERP  
\_\_\_\_\_  Post ERP

Phone Number: \_\_\_\_\_ Extn: \_\_\_\_\_

Email ID: \_\_\_\_\_

Contact Person's Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Bid Invitation number interested in: \_\_\_\_\_

DD details as tender fee: Issuing Bank: \_\_\_\_\_

No: \_\_\_\_\_ Date of Issue: \_\_\_\_\_

Amount: \_\_\_\_\_ DD Valid till: \_\_\_\_\_

Address and other detail (Only in case of change)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

State: \_\_\_\_\_ City: \_\_\_\_\_

Country: \_\_\_\_\_

Pin: \_\_\_\_\_

Telephone NO: \_\_\_\_\_ Extn: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email ID: \_\_\_\_\_

Your Company's Bank Name \_\_\_\_\_

Account Number: \_\_\_\_\_

Branch: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Note: Please tick the appropriate box in front of vender code to indicate whether the vender code given is

Pre-ERP or Post ERP.

Tender fee payment can be given through DD or payment Gateway. In case the option of DD is opted should be in favor of "NTPC Ltd" payable at the ordering location mentioned in the Bid invitation.

Request for Login may be sent through E-mail or manually sent to Package in charge / Contact person as mentioned in the Bid Invitation.



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(E) BRANCH CODE

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(F) 9 DIGIT MICR CODE OF THE BANK BRANCH (ENCLOSE COPY OF A CANCELLED CHEQUE)

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(G) BANK ACCOUNT NUMBER

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

(H) BANK ACCOUNT TYPE (TICK ONE)

SAVING	CURRENT	LOAN	CASH CREDIT	OTHERS
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IF OTHERS, SPECIFY,  
5. PERMANENT ACCOUNT NUMBER (PAN)

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6. E-MAIL Address for Intimation regarding release of payments

I/We hereby declare that the particulars given above are correct and complete. If transaction is delayed or credit is not affected at all for reasons of incomplete or incorrect information, I/We would not hold the owner responsible.

DATE \_\_\_\_\_

STAMP

NAME \_\_\_\_\_  
SIGNATURE (AUTHORISED SIGNATORY)  
OFFICE

BANK CERTIFICATION:

It is certified that above mentioned beneficiary holds a bank account no. \_\_\_\_\_ with our branch and the Bank particulars mentioned above are correct.

DATE \_\_\_\_\_

SIGNATURE (AUTHORISED SIGNATORY)
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No.: \_\_\_\_\_

Authorization

NAME: \_\_\_\_\_

OFFICE STAMP

**Format of Undertaking**

(To be sent by Issuing Bank through official e-mail id)

From: xxxbank@xx.in

To: xxxx@ntpc.co.in

We have issued BG No. \_\_\_\_\_ dated \_\_\_\_\_ for an amount of Rs. \_\_\_\_\_ on behalf of \_\_\_\_\_ towards Bid Security / EMD for Tender No \_\_\_\_\_ in favor of NTPC.

Please find enclosed the soft copy of the Bank Guarantee and SFMS acknowledgement. The SFMS is sent on \_\_\_\_\_(date).

We undertake to send the original BG to \_\_\_\_\_ (name of tendering location) directly once postal /courier services are restored and that NTPC's claim will be binding on us without the physical copy.

We undertake not to cancel the aforementioned BG No. \_\_\_\_\_ without written consent / instruction from NTPC Ltd.

(Name of Bank Official)

Authority No.