

**RECPDCL Open e-Tender No.: RECPDCL/CONSULTANCY/2022-23/997**

**(ONLY THROUGH ONLINE E-TENDERING MODE)**

**REQUEST FOR PROPOSAL (RFP)**

**For**

**Empanelment of Consultancy firms on Rate Contract for  
providing 'Expertise Services in various domains'**

**GeM Non-Availability Report (GAR) No.: GEM/GARPTS/04072022/UM4EW4QRI3CG**

Description of task, Pre-qualifying criteria, e-tender submission format and procedure is available on REC Power Development and Consultancy Ltd. (RECPDCL) website [www.recpdcl.in](http://www.recpdcl.in) and E-tender website [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC)

<b>Date of Release of Tender</b>	<b>05<sup>th</sup> July, 2022</b>
<b>Date of Pre-Bid Meeting</b>	<b>15<sup>th</sup> July, 2022 at 11:30 Hours (IST)</b>
<b>Last Date for Submission of Bid</b>	<b>26<sup>th</sup> July, 2022, Up to 15:00 Hours (IST)</b>
<b>Date of Opening of Bid</b>	<b>26<sup>th</sup> July, 2022, Up to 16:00 Hours (IST)</b>
<b>Earnest Money Deposit (EMD)</b>	<b>₹ 5,00,000/- (Rupees Five Lakhs Only)</b>
<b>Cost of Bid Document</b>	<b>NIL</b>

**Note:**

Online registration shall be done on e-tendering website i.e. [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) & in general, activation of registration may takes 24 hours subject to the submission of all requisite documents required in the process.

**-Sd-**

**S C Garg**  
**(Addl. Chief Executive Officer)**  
**REC Power Development and Consultancy Ltd.**

[This document is meant for the exclusive purpose of Agencies participating against this bid and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued]

**REC Power Development and Consultancy Limited**

(Formerly Known as REC Power Distribution Company Limited, A wholly owned subsidiary of REC Limited,  
a 'Navratna CPSE' under Ministry of Power, Govt. of India)

**Corporate Office:** D Block, REC World Headquarter, Plot No.I-4, Sector 29, Gurugram, Haryana - 122001.

**Regd. Office:** Core-4, SCOPE Complex, 7 Lodhi Road, New Delhi-110003, | Phone 011-43091500 Fax: 011-24360644

E-mail: [co@recpdcl.in](mailto:co@recpdcl.in) | Website: [www.recpdcl.in](http://www.recpdcl.in) | CIN No. RECPDCL-U40101DL2007GOI165779

## **IMPORTANT NOTICE**

1. An incomplete and/or ambiguous and/or conditional and/or late response is liable to be ignored/ summarily rejected.
2. The bidder must attest the original tender document with authorized signature and stamp as an acceptance of the TENDER terms and conditions and submit the same along with the tender response. The price should not be quoted in the same. In case of non-compliance, the response is liable to be ignored/ summarily rejected.
3. **The submission and opening of bids will be through e-tendering process. Financial bid has to be submitted online only (no hard copy). Tender document can be downloaded from the website [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) or from e-tender link given in RECPDCL Website, viz. [www.recpdcl.in](http://www.recpdcl.in) or from Govt. e-procurement portal (CPP) viz. [www.eprocure.gov.in](http://www.eprocure.gov.in).**

### **Note:**

- a) To participate in the E-Bid submission, it is mandatory for the bidders to have user ID and password. For this purpose, the bidder has to register itself with RECPDCL through e-Procurement website given above. Please also note that the bidder has to obtain digital signature token for applying in the tender. In this connection, vendor may also obtain the same from Tender Wizard. The steps to be followed for the registration process are given below:

- 1) Go to website <http://www.tenderwizard.com/REC>
- 2) Click the link ' Register Me'
- 3) Enter the detail about the bidder as per format.
- 4) Click 'Create Profile'
- 5) Bidder will get confirmation with Login-id and Password

### **b) Steps for application for Digital Signature from Tender Wizard are given below:**

- 1) Download the Application Form from the website <http://www.tenderwizard.com/REC>. Follow the instructions as provided.
- 2) In case of assistance please contact the person under contact us

### **a) To aid bidders the detailed bidder manual on submission of E-Bid is annexed to this tender document**

**NOTE:** The Bidders are advised to obtain digital signature (Level 3) and register themselves at [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) well in advance. Please note that RECPDCL does not own any responsibility in case any bidder(s) fail(s) to apply due to non-possession/ non-registration/ compatibility issue of Digital Signature with the application.

## TENDER INFORMATION

Tender Reference No.	RECPDCL/CONSULTANCY/2022-23/997	
Work Item Title/ Description	Empanelment of Consultancy firms on Rate Contract for providing 'Expertise Services in various domains'	
Mode of Tendering	Open (e-Tendering)	
Tender Category	Services	
Service Category	Consultancy Services	
Type of Contract	Empanelment & Rate Contract	
Duration of Empanelment	The empanelment will be initially for a period of <b>two years</b> , which can be extended through mutual consent for a further period of one year.	
Tender Release Date	05 <sup>th</sup> July, 2022	
Pre Bid queries submission last date	13 <sup>th</sup> July, 2022 till 18:00 Hours (IST) <b>Note:</b> Bidder who had sent their queries through e-mail ( <a href="mailto:pcm@recpdcl.in">pcm@recpdcl.in</a> ) will only be allowed to attend the pre-bid meeting.	
Pre-Bid Meeting Date & Venue	15 <sup>th</sup> July, 2022 at 11:30 Hours (IST) at RECPDCL Corporate Office, Gurugram (or) through Video Conference	
Last Bid Submission date	26 <sup>th</sup> July, 2022, Up to 15:00 Hours (IST)	
Date of Opening of Bid	26 <sup>th</sup> July, 2022, at 16:00 Hours (IST)	
Price bid opening	To be notified in RECPDCL web portal/ Informed to eligible & technically qualified bidders only after completion of technical evaluation. <b>Price bid shall be submitted ONLINE only.</b>	
Location of Bid submission/ Opening	<b>REC Power Development and Consultancy Ltd.</b> D- Block, REC Corporate Headquarter, Plot No. I-4, Sector-29, Gurugram (Haryana)-122001. Landmark: Near IFFCO Chowk Metro Station	
# Earnest Money Deposit (EMD)	₹ 5,00,000/- (Rupees Five Lakhs Only) for each category	
EMD Exemption Allowed	<ul style="list-style-type: none"><li>• Micro and Small Enterprises (MSEs)</li><li>• National Small Industries Corporation Limited (NSIC)</li><li>• Start-Ups etc.</li></ul> As applicable as per prevailing Government of India norms and guidelines.	
Bid Validity days	180 days from last Date of Bid submission	
Address of Correspondence/ for Bid Submission	<b>Shri S C Garg,</b> <b>Addl. Chief Executive Officer,</b> REC Power Development and Consultancy Ltd. D- Block, REC Corporate Headquarter, Plot No. I-4, Sector-29, Gurugram (Haryana)-122001. Email:- <a href="mailto:pcm@recpdcl.in">pcm@recpdcl.in</a>	
Contact Person	<b>Shri Alok Singh,</b> <b>General Manager(Tech.)</b> Email:- <a href="mailto:pcm@recpdcl.in">pcm@recpdcl.in</a>	<b>Shri A R Krishna Kumar,</b> <b>Dy. Manager(IT)</b> Email:- <a href="mailto:pcm@recpdcl.in">pcm@recpdcl.in</a>
Support Team Contact Details	<b>E – Tenderwizard:</b> Help desk No - 011-49424365, <a href="mailto:twhelpdesk680@gmail.com">twhelpdesk680@gmail.com</a> Sh. Amrish -8799753401, <a href="mailto:twhelpdesk934@gmail.com">twhelpdesk934@gmail.com</a> Sh. Krishna – 8800900127, <a href="mailto:twhelpdesk551@gmail.com">twhelpdesk551@gmail.com</a>	
# The EMD (Earnest Money Deposit) is to be submitted by all the participating Bidders for each category in the form of demand draft/Bank Guarantee of an amount of ₹5,00,000/- (Rupees Five Lakh Only/-) from any Indian scheduled commercial bank in favor of REC Power Development and Consultancy Ltd., Payable at New Delhi. The EMD of unsuccessful Bidder will be returned within 180 days from on completion of Empanelment process and EMD of successful Bidder will also be returned after successful bidder submit the Empanelment Guarantee (EGs) of ₹5,00,000/- (Rupees Five Lakh Only/-) for each empanelment in the form of Bank Guarantees / Demand Draft for the period of 2 years plus 30 days claim period, which can be further extended for another one year on mutual consent.		