

INFORMATION AND INSTRUCTION TO BIDDERS

ISSUE OF TENDER DOCUMENTS

Interested parties may download the tender documents from e-tender portal <https://ddtenders.gov.in>. Bidders are requested to visit the portal and follow the instructions for registering, downloading tender documents and submitting bids online contained therein. The detailed instructions for registering, obtaining digital certificate for signing bids, bid submission etc. may be found on the portal. Bidders can submit the Bid only on submission of non-refundable processing fee of Rs. 20,000/- (Rupees Twenty Thousand only) along with the Bid in the form of a demand draft from a scheduled commercial or nationalised bank, drawn in favour of **EXECUTIVE ENGINEER, ELECTRICITY DEPARTMENT OF DAMAN**, payable at Daman.

PREPARATION AND SUBMISSION OF BID

The Bidder is advised to read carefully all instructions and conditions appearing in this document and understand them fully. All information required as per the bid document must be furnished and the formats contained herein should be duly filled in. Failure to provide the information as required may render the bid technically unacceptable.

The Bidder in quoting the rates shall for all purpose, whatsoever, be deemed to have himself independently obtained all relevant and necessary information for the purpose of preparing the tender response. The correctness or completeness of the details, given in the tender documents is not guaranteed. The Bidder is required to satisfy himself in all respect, before the submission of offer.

The Bidder shall be deemed to have examined the tender document, to have obtained his own information in all matters whatsoever that might affect the carrying out of the works at the scheduled rates and to have satisfied himself to the sufficiency of his tender. He is deemed to know the scope, nature and magnitude of the works and requirement of materials, equipment, tools and labour involved, wage structures and as to what all works he has to complete in accordance with the tender documents irrespective of any defect, omissions or errors that may be found in the tender documents. The contractor shall be deemed to have visited site and surroundings, to have satisfied himself to the working conditions at the site, nature and conditions of work place, availability of water, electric power, labour, transportation facilities, etc. and all other factors involved in the successful execution of works.

The bidders shall submit their bids strictly based on the specification, terms and conditions contained in the bid document and subsequent revisions/amendments. Bids not submitted as per the requirements are likely to be rejected.

Bidder should submit non-technical bid as per the price bid format available online. No physical copy of the Price Bid shall be submitted. Proposal should clearly indicate the

price to be charged without any qualifications whatsoever and should consider various components such as duties and taxes, insurance etc.

Hard copy of the “Technical Bid” shall be prepared and submitted in English with indelible black (or blue) ink on white paper on consecutive numbered pages. Each page shall be duly signed by authorized signatory and/or statutory auditors/ Company Secretary (wherever applicable) with company seal affixed on each page. Any part of the bids which is not specifically signed by the authorized signatory and not affixed with the company seal, shall not be considered for the purpose of evaluation. All necessary documents of technical bid shall be scanned and uploaded on e-tendering platform. Further, in case of any discrepancy between the hard and soft copy versions, the hard copy version will only be considered for evaluation, subject to the bid meeting all other requirements.

All the Performa, Annexure(s) and/or attachment(s) must be on company’s official letter head. Any change in wording will lead to rejection of the bid application.

The offer shall contain no erasures or overwriting except as necessary to correct errors made by bidder. Such corrections, if any, shall be in signed by the authorized signatory.

All documents for stated work shall be submitted in sealed envelope and words “**Enhancement of 2.56 MWp capacity at 6 MWp Solar PV plant at Diu and Enhancement of 4.91 MWp capacity at 3 MWp Solar PV Plant at Diu Including O&M as per tender specification (5th Call).**”. Name and full address of the selected bidder shall be put on the left hand bottom corner of envelope.

The EMD and processing fee should be submitted in separate envelopes marked as “**Earnest Money Deposit**” and “**Processing Fees**” respectively.

“Financial Bid” shall include “Price Bid” for cumulative cost for installation and commissioning and operation and maintenance of the plants for 1+5 Years. Price shall be as per online format and must be submitted only in e-tendering platform only.

If it is a public holiday on the last date for submission of the Bid, the submission and the receipt of the Bid shall be on the next working day at the place of submission of Bid.

The bid must be complete in all aspects, all the terms and conditions of bid including technical specifications should be carefully studied for the sake of submitting complete and comprehensive quotation. Failure to comply with any of the terms and conditions or instructions of the offer with insufficient particulars which is likely to render fair comparison of bids as a whole impossible may lead to rejection even if otherwise it is a competitive offer/bid. Copy of the tender documents duly stamped and signed on each page shall be submitted along with the Technical Bid.

The last date of submission of the proposal is as indicated in Clause 2.5 or as declared by the ED-DD by issuing corrigendum/amendment. The bidder shall ensure timely submission of the bid at the address as mentioned in Clause 2.5. The bids received by hand /post /courier after due date of receipt of the bids shall not be entertained even if the bid has been posted/dispatched before the due date of receipt.

The bid should be unconditionally valid for a period of six (6) months/ 180 calendar days from the date of opening of financial bids. The rates approved as per the tender documents shall be valid for entire contract period. Any bidder revising the offer within the validity period, without prejudice to other remedies available with ED-DD, is likely to be black-listed.

Power of Attorney as per Format- III with the seal of the company for the person signing the bid document as also for the person attending the bid opening meeting, should be furnished along with the bid.

A person signing the bid document or any document forming part of the bid document shall be deemed to warrant that he/ she has the authority to sign such offer / document and if on enquiry it appears that the person signing has no authority to do so, the ED-DD may without prejudice to other civil and criminal remedies, cancel the bid / contract and hold the bidder company liable for all costs and damages.

Costs involved in preparation of the proposal including visits to the ED-DD premises and site, etc. are not reimbursable.

EARNEST MONEY DEPOSIT AND PERFORMANCE SECURITY / GUARANTEE

The bids shall be accompanied with EMD of Rs. 50,00,000/- (Rupees Fifty Lakh Only) through a Bank Guarantee/ FD, in favour of **EXECUTIVE ENGINEER, ELECTRICITY DEPARTMENT OF DAMAN** in *Format-IV*.

The EMD shall be forfeited in case of the following events:

If Proposal is withdrawn during the validity period or any extension agreed by the bidder thereof.

If the Proposal is varied or modified in a manner not acceptable to the bidder after opening of Proposal during the validity period or any extension thereof.

If the bidder tries to influence the evaluation process.

If the successful bidder fails to submit performance security within stipulated time.

The Earnest Money shall be valid for a period of one hundred twenty (120) days beyond the validity of the Bid. The EMD, without interest, will be returned to the unsuccessful bidders within one hundred twenty (120) days after awarding the contract

to the Successful bidder by issuing work order. In case of successful proposal, it will be treated as a part of the performance security.

The successful bidder shall have to deposit 10 (ten) % of the contract amount towards Performance Guarantee.

The Performance Guarantee shall be deposited within fourteen (14) days of placing of the Letter of Award / Work Order. The Performance Guarantee shall be returned to the successful bidder after six (6) months of the successful completion of the contract period.

FORMAT AND SIGNING OF THE BID

The bid and all uploaded documents must be digitally signed using “Class 3” digital certificate [e-commerce application (Certificate with personal verification and Organization name)] as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.

The authenticity of above digital signature shall be verified through authorized CA after bid opening. If the digital signature used for signing is not of “Class -3” with Organizations name, the bid will be rejected. The bid including all uploaded documents shall be digitally signed by duly authorized representative of the bidding company. Bidder is responsible for ensuring validity of the digital signature and its proper usage by their employee.

Hard copy of the bids shall be signed by competent authority as per power of attorney.

BID INFORMATION

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|-------|------------------------|---|
| 2.5.1 | Name of the assignment | Enhancement of 2.56 MWp capacity at 6 MWp Solar PV plant at Diu and Enhancement of 4.91 MWp capacity at 3 MWp Solar PV Plant at Diu Including O&M as per tender specification (5th Call). |
| 2.5.2 | Processing fees | Rs. 20,000/- (Rupees Twenty Thousand only) through a crossed bank demand draft from a scheduled commercial/ nationalised bank, in favour of EXECUTIVE ENGINEER, ELECTRICITY DEPARTMENT OF DAMAN payable at Daman, to be submitted along with response to tender documents. |

2.5.3	Bid security / earnest money deposit (EMD)	Rs. 50,00,000/- (Rupees Fifty Lakh Only) through a FD/ Bank Guarantee (BG), in favour of EXECUTIVE ENGINEER, ELECTRICITY DEPARTMENT OF DAMAN from a nationalized/scheduled commercial bank to be submitted with response to tender documents.
2.5.4	Publishing Date	03/07/2023
2.5.5	Document downloading Start Date	03/07/2023
2.5.6	Pre-Bid Meeting	15/07/2023, 11:00 Hrs
2.5.7	Document downloading end date	02/08/2023, 12:00 Hrs
2.5.8	Bid submission start date	03/07/2023, 18.00 Hrs
2.5.9	Bid submission closing date	02/08/2023, 12:00 Hrs
2.5.10	Technical Bid submission in hard copy format	02/08/2023, 12:00 Hrs
2.5.11	Technical Bid Opening Date	03/08/2023, 11:00 Hrs
2.5.12	Price Bid Opening Date	10/08/2023, 11:00 Hrs
2.5.13	Bid validity period	Up to Six (6) Calendar months/ 180 calendar days from the date of opening of financial bid
2.5.14	Address for communication / Bid submission	Executive Engineer 220 / 66 KV substation, Magarwada, Daman-396220 Email: elec-dmn-dd@nic.in Phone No.0260-2408800 / 9427243545

ELIGIBILITY CRITERIA

Bidder's Qualification

The bidder must be Reputed EPC contractor having experience of Designing, Supply, Installation, Testing & Commissioning and operation and maintenance of solar plants for at least for 5 years.

The contractor should have experience to work in 11 KV or above power system.

The contractor work experience shall be allowed, with min 3 MW (AC) at one location and cumulative of atleast 10 MW in Ground mounted Solar PV Plant.

JV is allowed for this tender. And JV format can be decided by both JV partner

The contract shall have valid electrical supervisor and contractor license.

The contractor shall comply with all labour laws and other laws as applicable for discharges the duties and responsibilities.

The bidder banned or blacklisted by any other Government / private / public company in last three (3) years shall not be eligible to submit the bids. The bidder has to submit affidavit that the bidder is not being blacklisted by any utility / government agency in last three (3) years on Rs. 100/- stamp paper duly notarized.

Financial Criteria

Net-worth of the bidder should be positive.

Average annual financial turnover as per audited annual reports for any three accounting years out of last five year ending as on 31.03.2023 should be at least 50 Crore.

The bidder shall also provide solvency certificate.

The bidder needs to submit following supporting documents:

A certificate issued by a practicing Chartered/ Cost Accountants' Firm, certifying the Annual Turnover and nature of business, and

Net worth certificate

Audited Balance sheet and Profit & Loss account.

Turnover criteria is to be fulfilled by lead member of JV.

Minimum Solvency value shall be 40% of the estimated value of the tender

Eligibility criteria to be fulfilled by lead member of JV