

**NTPC TAMILNADU ENERGY COMPANY LTD**  
*(A Joint Venture of NTPC Ltd. and TANGEDCO)*



**CONTRACTS & MATERIALS DEPARTMENT**  
*VALLUR THERMAL POWER PROJECT*

**BIDDING DOCUMENT**

*FOR*

**CONTRACT FOR COORDINATION AND SUPERVISION OF  
COAL LOADING AT MCL, ECL & CCL, TRANSPORTATION  
BY RAILWAYS, DELIVERY AT DHAMRA AND PARADIP  
PORT AND HANDLING AT PARADIP PORT ENSURING  
MINIMIZATION OF TRANSIT LOSS**

**Bidding Document No: NTECL / C&M / NIT- 153 / CS – 3307**

(This document is meant for the exclusive purpose of bidding against this Bid Document No. / Specification only and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued)


**NTPC Tamilnadu Energy Company Limited****BID DOCUMENT NO :NTECL/C&M/NIT-153/CS-2540. Dt: 21.03.2018**

**“Contract for coordination and supervision of coal loading at MCL, ECL & CCL, transportation by railways, delivery at Dhamra and Paradip Port and handling at Paradip Port ensuring minimization of transit loss”**

**INDEX**

<b>S. No.</b>	<b>ITEM</b>	<b>DESCRIPTION</b>	<b>NO OF PAGES</b>
1.	SECTION – I	Notice Inviting Tender (NIT)	10
2.	SECTION – II	Price Schedule / Bill of Quantities / Schedule of Items.	6
3.	SECTION – III	Scope of Work & Special Terms and Conditions	15
4.	SECTION – IV	Instructions to Bidders (ITB)	9
5	SECTION – V	Commercial Conditions	6
6	SECTION – VI	List of schedule	38
7	SECTION – VII	NTECL’s Policy & Procedure for withholding and Banning of Business dealings.	

**SECTION - I****Notice Inviting Tender (NIT) (Abridged)**

		<b>NTPC TAMILNADU ENERGY COMPANY LTD</b> (A Joint Venture of NTPC Ltd. and TANGEDCO) Vallur Thermal Power Project ( 3 X 500 MW )			
<b>NOTICE INVITING TENDER</b> (Domestic Competitive Bidding)					
Ref. No: NTECL/C&M/NIT-153			Date: 21.03.2018		
NTECL invites sealed bids on Single Stage Two Envelope Bidding basis from eligible bidders for the following packages:					
S. No	Package Ref.	Description of package	Cost of Bid Document	Bid Doc. Sale (From - To)	Last Date/Time for Bid Submission
1.	CS - 3128	Hiring of 3 Non AC 50 seater Buses	Rs. 1200/-	20.03.2018-05.04.2018	16.04.2018 (Up to 14.30 hrs)
2.	CS - 3289	AMC for HT motors	Rs. 1200/-	20.03.2018-05.04.2018	13.04.2018 (Up to 14.30 hrs)
3.	CS - 3275	AMC of Switchyard & other auxiliaries	Rs. 1200/-	22.03.2018-13.04.2018	25.04.2018 (Up to 14.30 hrs)
4.	CS - 3301	De-silting of Ponds near NTECL, Vallur	Rs. 2400/-	26.03.2018-10.04.2018	20.04.2018 (Up to 14.30 hrs)
5.	CS - 3307	Coordination and supervision of coal loading at MCL, ECL & CCL, transportation by railways, delivery at Dhamra and Paradip Port and handling at Paradip Port ensuring minimization of transit loss	Rs. 10,000/-	21.03.2018-09.04.2018	23.04.2018 (Up to 14.30 hrs)
Bid documents can be downloaded from NTECL website against online payment or can be obtained on request with cost of bid document in the form of DD in favour of 'NTECL' payable at Chennai. Amendment if any, to this NIT shall be published in NTECL's website only.					
For detailed NIT please visit at <a href="http://www.ntpcntecljv.co.in/tenders.htm">www.ntpcntecljv.co.in/tenders.htm</a> (or) may contact: GM(C&M), NTECL, Vallur Thermal Power Project, VellivoyalChavadi Post, Ponneri Taluk, Thiruvallur District, Chennai - 600103, Tamil Nadu at Tel. Nos: 044 - 65351017 / 65351039 or in person.					
(Bidders are advised to regularly visit NTECL's website for tender notices)					

**Notice Inviting Tender (NIT) (Detailed)**

Ref: NTECL/C&amp;M/NIT-153/CS-3207

Dt: 21.03.2018

NTPC Tamilnadu Energy Company Limited (NTECL), a JV of NTPC & TANGEDCO invites sealed bids for its **3 X 500 MW** Thermal Power Project at Vellivoyal Chavadi Post, Ponneri Taluk, Thiruvallur Distt., Chennai, Tamilnadu from eligible bidders who fulfill the Qualifying Requirements stipulated below, for the following package:

Description of work	Bid Security (EMD)	Contract period
Contract for coordination and supervision of coal loading at MCL, ECL & CCL, transportation by railways, delivery at Dhamra and Paradip Port and handling at Paradip Port ensuring minimization of transit loss	Rs. 66,21,000 /- (Rupees Sixty Six Lakhs Twenty One Thousand only).	12 months

**BRIEF SCOPE OF WORK:**

The scope of the subject package envisages "Contract for coordination and supervision of coal loading at MCL, ECL & CCL, transportation by railways, delivery at Dhamra and Paradip Port and handling at Paradip Port ensuring minimization of transit loss"

**QUALIFYING REQUIREMENTS:**

4.1	The average annual turnover of the bidder in the last 03 financial years ending 31/03/2017 should not be less than Rs.33.10 crores (Rupees thirty three crores and ten lakhs)
4.2	The bidder in the last seven years prior to BOD (bid opening date) must have executed <b>similar works*</b> contracts with <ol style="list-style-type: none"> <li>i. Single order, value not less than Rs.26.48 crores (Rupees twenty six crores forty eight lakhs)</li> <li>or</li> <li>ii. Two orders (02), each of value not less than Rs.16.55 crores (Rupees sixteen crore fifty five lakhs)</li> <li>or</li> <li>iii. Three orders (03), each of value not less than Rs.13.24 crores (Rupees thirteen crore twenty four lakhs)</li> </ol>
	<p>* <b>similar works</b> means contracts for movement of coal, involving the following:</p> <p>4.2.1. Co-ordination with Coal Mining Company and Indian Railways for coal loading and coal movement from the Coal Mines to any place. .</p> <p>4.2.2. Coal handling at any Indian port, involving intra-port transportation, stack pile management, etc.</p> <p>For getting qualified under single order contract criteria at 4.2 (i) above, similar works specified in both 4.2.1. &amp; 4.2.2 needs to be met in the single order.</p> <p>For getting qualified under two or three contracts criteria as in 4.2 (ii) or 4.2 (iii) above, similar works specified in 4.2.1. &amp; 4.2.2 need not be together in each contract, but needs to be met with two or three contracts as the case may be.</p>
4.3	The net worth of the Bidder as on the last day of the preceding financial year shall not be less than 100% of the paid-up share capital. In case the Bidder meets the requirement of Net worth based on the strength of

	<p>its Subsidiary (ies) and/or Holding Company and/or Subsidiaries of its Holding Companies wherever applicable, the Net worth of the Bidder and its Subsidiary(ies) and/or Holding Company and/or Subsidiary(ies) of the Holding Company, 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>For Consortiums/Joint Ventures, wherever applicable, the net worth of all Consortium/Joint Venture members in combined manner should not be less than 100% of their paid up share capital. However, individually, their net worth should not be less than 75% of their respective paid up share capitals</p>
4.4	<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, Bidder is not able to submit the Certificate from 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 document 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>
	<p><b>Notes</b></p> <ol style="list-style-type: none"> <li>a. Experience as the main contractor shall only be considered for satisfying the experience criteria specified in 'QR'. The contracts should have been bagged from the utility for whom the coal is transported / handled and executed by the agency in its own name. The experience as a sub-contractor shall not be considered for qualifying the experience criteria specified in 'QR'.</li> <li>b. Activities like transport by road to destination, loading of coal into trucks or railway wagons, supervision of loading at collieries etc., on standalone basis will not be considered as relevant experience.</li> <li>c. Net worth 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.</li> <li>d. Other income shall not be considered for arriving at annual turnover.</li> <li>e. In case, a Bidder does not satisfy the financial criteria, stipulated at Clause "4.1" and/or "4.3" above on its own, the holding company would be required to meet the stipulated turnover requirements at Clause "4.1" 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 bid, a Letter of Undertaking from the Holding Company, supported by 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</li> </ol>

**Note:-**

1. The work “executed” means that the bidder should have achieved the progress specified in the QR even if the total contract is not completed / closed. The same shall be supported by documentary evidence issued by concerned authority.
2. The bidder/s should have the following and should submit copy of these documents along with QR documents (in Envelope-I), without which bids will not be considered for further evaluation:
  - (i). Provident fund code (PF Code) number allotted by concerned Regional Provident Fund Commissioner (RPFC).
  - (ii) Copy of GSTIN Number / provisional registration number issued by concerned authorities.

**BRIEF DETAILS**

Bid Document No.	NTECL/C&M/NIT-153/CS-3307, Date.21.03.2018
Description of Work	Contract for coordination and supervision of coal loading at MCL, ECL & CCL, transportation by railways, delivery at Dhamra and Paradip Port and handling at Paradip Port ensuring minimization of transit I
Bid Document Sale Period	From 21.03.2018 to 09.04.2018
Cost of Bidding document	Rs.10,000/- (non-refundable).
<b>Last Query date (Queries shall be entertained up to this date only)</b>	<b>Up to 12.04.2018</b>
Submission of Bids (Both Techno-Commercial Bid and Price Bid) i.e. Envelope – I & II together.	23.04.2018 up to 14.30 Hrs.
Techno – Commercial Bid Opening (Envelope – I)	23.04.2018 at 15.00 Hours.
EMD	Rs. 66,21,000 /- (Rupees Sixty Six Lakhs Twenty One Thousand only).
The date of opening of Price Bid (Envelope - II) shall be intimated separately.	
Address for bid submission of Bids	Addl. General Manager (C&M), Contracts and Materials Dept., NTPC Tamilnadu Energy Company Ltd, Vallur Thermal Power Project, Vellivoyal Chavadi Post, Ponneri Taluk, Thiruvallur District Chennai - 600103, Tamilnadu. Fax: 044 - 27966065 / 27966033
Location of Tender box in NTECL Site office premises	Contracts & Materials Dept. Hall, NTECL Office Complex.
Contact Persons.	Mr. A.S.Rao, Sr. Manager (C&M) Mob No. 9445869040 Email : <a href="mailto:asrao02@ntpc.co.in">asrao02@ntpc.co.in</a>

**OTHER TERMS AND CONDITIONS:**

1. Detailed specifications, Scope of work, Terms & conditions etc., are given in the bidding documents. Bid documents can be downloaded from NTECL website, [www.ntpcntecljv.co.in/tenders.htm](http://www.ntpcntecljv.co.in/tenders.htm), against online payment or can be obtained on request with cost of Bid document in the form of DD in favor of 'NTECL' payable at Chennai or documentary evidence to the effect that the bidder is exempted from submission of EMD (Please refer clause 8 - D).
2. **It is deemed that bidder shall accept all the terms and conditions mentioned in the tender documents without any deviation. For that the bidders are requested to accept the "NO DEVIATION CERTIFICATE" for fulfillment of technical/commercial compliance. NO DEVIATION IS ACCEPTABLE TO NTECL. IF ANY DEVIATION IS TAKEN BY THE BIDDER IN THE "NO DEVIATION CERTIFICATE" OR ANY WHERE ELSE IN THE DOCUMENTS INCLUDING BOQ, THEIR BID SHALL BE SUMMARILY REJECTED.**

**Any Clarification related to the scope, terms & conditions of contract may please be sought before 12.04.2018. Clarifications received after 12.04.2018 from the agencies will not be entertained. Suitable reply will be given to agencies based on their clarification before scheduled BOD. After this stage, no deviation is acceptable to NTECL.**

3. The bids shall be received up to due date & time of bid opening at the Site Office of NTECL and shall be opened on the date and time as stipulated above in the presence of bidders who wish to be present. **Only one authorized representative of the bidder shall be allowed for attending the tender opening.**
4. The bidding documents shall be issued to all bidders upon their depositing the requisite cost of bidding documents along with request letter without prima-facie examination of qualification status. However, such issue of tender documents will not automatically mean that the bidders are considered qualified.
5. The qualification status shall be examined by NTECL during the process of evaluation and the decision of NTECL in this regard shall be final.
6. For fulfilling the Qualifying Requirements, intending bidder shall be required to submit the following documents along with their bid ( duly attested at least by authorized signatory of the tenderer ) :
  - a. **Up to date copy of Profit & Loss Account and Balance Sheet of last three financial years ending 31<sup>st</sup> March 2017** duly audited by Chartered Accountant. 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, Bidder is not able to submit the Certificate from 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 document 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.
- b. **Copies of Work Orders / Award Letters** covering awarded value, detailed scope of work / terms and conditions / bill of quantities along with **proof of execution such as completion certificate clearly showing the value of work executed during the period of contract, Bill Copy, Final Deviation Copy etc.** in support of above Qualifying requirements. The bidder shall also provide the reference list of the organizations with contact address and phone numbers.
  - c. Copy of Permanent Account Number (PAN) issued by Income Tax authorities.
  - d. Copy of GSTIN Number / Provisional registration number issued by concerned authorities.
  - e. Copy of PF Registration with Regional Provident Fund Commissioner. (RPFC)
  - f. **No Deviation Statement (Annexure "A" of Section-VI)**

#### **7. BID SUBMISSION & OPENING:**

The bids are invited for aforesaid work/s under **"Single Stage Two Envelope"** Bidding system. The bid documents signed and stamped in all pages are to be submitted in two (02) separate sealed envelopes as detailed below:

##### **A. ENVELOPE: I (Techno - Commercial Bid)**

- a. Bid security / Earnest Money Deposit (EMD) in separate envelope.
- b. Other documents as follow shall be submitted in a separate envelope :-
  - i. Relevant Documents to meet Qualifying Requirements (QR) of the subject tender.
  - ii. Letter of Undertaking (on Non - judicial stamp paper of value Rs.100/-)
  - iii. Letter of Declaration (Regarding acceptance of important conditions)
  - iv. Authorization / Power of attorney on the person signing the bid
  - v. Copy of GST Registration (GSTIN), Permanent Account Number (PAN) Employees State Insurance Code (ESI Code) as having registered with ESI authorities.
  - vi. Copy of PF Registration with Regional Provident Fund Commissioner. (RPFC)
  - vii. All other tender documents duly signed with name & designation and stamped on each page.
  - viii. **No Deviation Certificate (Annexure "A" of Section-VI)**
  - ix. Declaration for having submitted single Bid.
  - x. Affidavit by the person authorized for signing the Bid.
  - xi. Undertaking by the bidder for Non-engagement of Agent to deal with NTECL.
  - xii. Acceptance of Fraud Prevention Policy

##### **B. ENVELOPE: II (PRICE BID)**

- a. Price Bid



- C. IT SHOULD BE CLEARLY INDICATED ON THE ENVELOPE WHETHER IT IS ENVELOPE - I OR ENVELOPE – II. THE CONTENT OF THE ENVELOPE/S SHOULD ALSO BE CLEARLY SUPERSCRIBED ON EACH ENVELOPE WITH THE NAME OF WORK, NAME OF BIDDER, BIDDERS ADDRESS & CONTACT NUMBERS,BID REFERENCE, CONTENTS AND DATE OF OPENING ETC.

All the above two sealed envelopes may be placed in another main envelope, the top of the main envelope must indicate, say →>>>>>>>>>>

**ENVELOPE - I and ENVELOPE - II  
ARE AVAILABLE INSIDE**

<b>ENVELOPE - I (Techno - Commercial Bid)</b>	<b>Shall be opened at 15.00 hours on the day set for submission of Bids.</b>
<b>ENVELOPE - II (PRICE BID)</b>	<b>The date of opening of Price Bids shall be intimated separately.</b>

*D. Please refer notes of Schedule-A & Schedule-B of BOQ of Section-II.*

**8. Earnest Money Deposit :-**

- A. The **EMD** offered shall, at bidders option, be in the form of **(i) Demand Draft/Pay Order/Bankers Cheque in favour of NTECL payable at Chennai or (ii)** an unconditional and irrevocable Bank Guarantee (BG) from any of the banks specified in the bidding documents. The format of Bank Guarantee towards bid security shall be in accordance with the 'Proforma for BG' included in the bidding documents. While getting the Bank Guarantee issued, Bidders are requested to ensure compliance to the points mentioned in **Bank Guarantee Verification Check List** in the bidding documents. Bidders are required to fill up this check list and enclose the same along with the bank guarantee. EMD for an amount less than or equal to **Rs.50,000/-** shall not be accepted in the form of bank guarantee. EMD shall not be accepted in any other form.
- B. The bid security shall remain valid for a period of Two Hundred Twenty Five (225) days (180 days BG validity period + 45 days claim period) from the date set for opening of tender.
- C. The Bid Security (EMD) format enclosed as Schedule-C shall be used for making Bank Guarantee.
- D. 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 RETURNED TO THE BIDDER WITHOUT BEING OPENED.**
- E. **EMD/Tender Fees Exemption for MSEs** : 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 and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises as per MSME Act 2006, for goods produced and services rendered, **shall be issued the**

**bidding documents free of cost and shall be exempted from paying Earnest Money Deposit.**

The benefit as above to MSEs shall be available only for goods / services produced & provided by MSEs for which they are registered.

MSEs seeking exemption and benefits should enclose an attested / self certified copy of valid registration certificate, giving details such as validity, stores/ services etc. failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.

- 9. THE PRICE BID/S OF ONLY THOSE BIDDERS SHALL BE OPENED WHO MEETS THE QUALIFYING REQUIREMENTS.**
10. The Bidder or duly authorized representative/s of the Bidder/s, who are present during Bid opening shall sign in the Bid opening register. Only one authorized representative of the bidder shall be allowed for attending the tender opening.
11. NTECL shall not be responsible for any postal delays resulting in non-receipt of request for tender documents/ original tender documents, bids etc. sent by post / courier.
12. Notwithstanding anything stated above, NTECL reserves the right to assess bidder's capability and capacity to perform the contract, should the circumstances warrant such assessment in the overall interest of NTECL and decision of NTECL in this regard shall be final.
13. NTECL reserves the right to accept / reject any or all bids or Cancel / withdraw the Notice Inviting Tender (NIT) without assigning any reason whatsoever and in such case no bidder / intending bidder shall have any claim arising out of such action.
14. Tender documents are not transferable.
15. NTECL reserves the right to extend the date for submission & opening of bids at its Sole discretion.
16. Any change in Bidder's company name, address etc should be communicated separately to NTECL with proof of change, reference etc well before the due date for submission of tender.
17. The laws applicable to the contract shall be the law in force in India. The courts of Chennai alone shall have the exclusive jurisdiction in all matters arising under the contract.

**Address for Communication:**  
**Addl.General Manager (C&M)**  
**Contracts & Materials Dept,**  
**NTPC Tamilnadu Energy Company Ltd**  
**Vallur Thermal Power Project**  
**Vellivoyal Chavadi Post,**  
**Ponneri Taluk, Thiruvallur District,**  
**Chennai - 600 103.**  
**Mob. No/s: 9445869040/9445869131**