

**NEPA LIMITED,  
(A GOVERNMENT OF INDIA)  
NEPANAGAR,  
BURHANPUR DISTRICT,  
M. P. - 450221 (INDIA)  
COMMERCIAL DEPARTMENT  
Phone - + 91-7325 222242  
Fax - + 91-7325 222174**

**e-TENDER Notice**

**MECHANICAL MAINTENANCE OF 12.27 MW CPP**

REF NO. :TENDER NO. **CPP/Maintenance/04**

e-Tender Portal : <http://eprocure.gov.in> and [www.nepamills.co.in](http://www.nepamills.co.in)

1	GEM Availability Report I'd	
2	e-Bid reference NO.:	<b>CPP/Maintenance/04</b>
3	MODE OF TENDER:	e-TENDER THROUGH NIC/CPP PORTAL
4	DUE DATE & TIME FOR SUBMISSION OF REQUIRED INFORMATION AND DOCUMENTS TO NEPA LIMITED, NEPANAGAR.	UPTO 15.00 Hrs. IST ON 23.05.2026
5	SCHEDULE FOR SUBMISSION OF ON-LINE TECHNO-COMMERCIAL BID & PRICE BID at <a href="https://www.eprocure.gov.in/">https://www.eprocure.gov.in/</a> <u>Hardcopies may also be allowed</u>	UPTO 15.00 Hrs. ON 23.05.2026  <a href="http://www.eprocure.gov.in/">www.eprocure.gov.in/</a> <u>Hardcopies may also be allowed</u>
6	DUE DATE & TIME OF OPENING OF PART-I i.e. TECHNO-COMMERCIAL BID: THE DATE OF OPENING OF PRICE BID FOR ELIGIBLE VENDORS WILL BE INTIMATED SEPARATELY.	ON 25.05.2026 AT 15.00 Hrs.
7	PBG 3% of contract value.	Bidder has to deposit e-PBG of 03% of contract value within 15 days after awarding of contract or the same amount will be recovered from the running bills of the service providers.
8	EMD	EMD amount of Rs. 2,25,000/- Technical bid received without EMD shall be rejected. MSME service providers are exempted for submission of EMD.

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**MECHANICAL MAINTENANCE OF 12.27 MW CPP  
REF NO - TENDER NO. CPP/Maintenance/04**

**DUE ON 23.05.2026**

INTERESTED SERVICE PROVIDER ARE REQUESTED TO QUOTE THEIR RATES FOR **MECHANICAL MAINTENANCE OF 12.27 MW CPP** ON F.O.R. NEPANAGAR BASIS INCLUSIVE ALL (INCLUDING ALL TAXES, LEVIES, INSURANCE AND FREIGHTIF ANY) ON OUR ENCLOSED TERMS AND CONDITION IN e-TENDER No. TENDER NO. **CPP/Maintenance/04** due on **23.05.2026**.

TENDER DOCUMENT AND RELATED TERMS AND CONDITIONS CAN BE EASILY DOWN-LOADED FROM OUR WEBSITES **[www.nepamills.co.in](http://www.nepamills.co.in),[www.eprocure.gov.in](http://www.eprocure.gov.in)**

NB:-

1. BIDDERS ARE REQUIRED TO ENROLL ON THE E-PROCUREMENT MODULE OF THE CENTRAL PUBLIC PROCUREMENT PORTAL (URL: [HTTPS://EPROCURE.GOV.IN/EPROCURE/APP](https://eprocure.gov.in/eprocure/app)) BY CLICKING ON THE LINK "**CLICKHERE TO ENROLL**" ON THE CPP PORTAL IS FREE OF CHARGE.
2. NEW SUPPLIERS MAY PLEASE SUBMIT VENDOR REGISTRATION FORM AVAILABLE AT VENDOR REGISTRATION LINK ON [www.nepamills.co.in](http://www.nepamills.co.in) WITH REGISTRATION FEE AS EARLY AS POSSIBLE BUT BEFORE THE PLACEMENT OF PURCHASE ORDER.

ANY QUERIES RELATING TO THE PROCESS OF ONLINE BID SUBMISSION OR QUERIES RELATING TO CPP PORTAL IN GENERAL MAY BE DIRECTED TO THE 24X7 CPP PORTAL HELPDESK. THE CONTACT NUMBER FOR THE HELPDESK IS 1800 233 7315.

**General Manager (Work & Project)**

INTERESTED SERVICE PROVIDER ARE REQUESTED TO QUOTE THEIR RATES FOR **MECHANICAL MAINTENANCE OF 12.27 MW CPP** ON F.O.R. NEPANAGAR BASIS INCLUSIVE ALL (INCLUDING ALL TAXES, LEVIES, INSURANCE AND FREIGHTIF ANY) ON OUR ENCLOSED TERMS AND CONDITION IN e-TENDER No. TENDER NO. **CPP/Maintenance/04** due on **23.05.2026**.

**Tenderer(s) to submit their offer as below:**

**Technical, Commercial & Price Bid:** Vendors are to submit techno-commercial bid & Price Bid **on line**.

#### **Requirements for Vendors**

P.C. / LAPTOP connected with internet, Registration with CPP portal <https://eprocure.gov.in>. Registration is free of cost. The vendor should possess a Class III digital certificate with encryption certificate. **Vendors are to make their own arrangement for bidding from a P.C. connected with internet. NEPA in no way responsible for this.** (Bids will not be recorded without Digital Signature with encryption certificate). In case of any clarification please contact M (Comml) Nepa Ltd., before the schedule time of the e-bidding.

## **INSRCTIONS FOR ONLINE BID SUBMISSION:**

As per the directives of Department of Expenditure, this tender document has been published on the Central Public Procurement Portal (URL: <http://eprocure.gov.in>). The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

### **REGISTRATION**

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Click **here to Enroll**" on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address **and** mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sift / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.

### **SEARCHING FOR TENDER DOCUMENTS**

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.

2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

#### **SUBMISSION OF BIDS**

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable **and** enter details of the instrument:-EMD APPLICABLE.
4. Bidder should prepare the PBG as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender Processing Section, latest by the last date of bid submission. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected, **EMD APPLICABLE; HOWEVER PBG 3% OF THE CONTRACT VALUE SHALL BE SUBMITTED BY SUCCESSFUL BIDDER WITHIN 15 DAYS FROM DATE OF AWARD OF CONTRACT.**
5. A standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details(such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
6. The serve time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

### **ASSISTANCE TO BIDDERS**

1. Any queries relating to the tender document and the terms and Conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

### **Tips to bidders**

#### **A. Enrollment process in the Tender site.**

1. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/e-procure/app>) by clicking on the link "Click here to Enroll". Enrolment on the CPP Portal is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India, with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.

#### **B. Tender search**

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as

- organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Favorites' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
  3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk. e-Procurement (GePNIC)

### **C. Preparation of bids**

1. Make folders with the name of the tender number so as to identify the folders easily during the bid document uploading.
2. File and Folder name should not contain any special characters (&, #, etc) or space in between.
3. Download the tender document, NIT, BOQ of the required tender in that folder.
4. Scan the EMD fee instruments/ Tender fee instruments for offline payments if any:- **EMD APPLICABLE**
5. In the case of offline payment, the details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the bid submitted will not be acceptable.
6. Scan and keep ready Pre qualification documents like life certificates, PAN etc if any
7. Prepare the technical bid document and then convert into PDF
8. Prepare the BOQ i.e. fill up required figures in the downloaded XLS document. The BOQ file with the same name has to be uploaded while uploading the financial bids. If there is any change in Name it may not get uploaded or give an error.
9. Keep all the documents in the same folder for the easy bid document upload.
10. The bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. It will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening date. For any clarifications with the TIA, the bid no can be used as a reference.

### **D. Submission of bids**

1. Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the Tender e-Procurement (GePNIC) Processing Section, latest by the last date of bid submission. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected. **EMD APPLICABLE**

4. If a standard BoQ format has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Bidders are required to download the BoQ file, open it and complete the while colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
5. The serve time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
6. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
7. Any document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers / bid-openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
9. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings. e-Procurement (GePNIC).

#### **E. Password maintenance**

1. The length of the password should be of 8 to 32 characters.
2. The password should be of any *English lowercase and uppercase (a-z and A-Z)* characters.
3. The password must contain at least one number between 0-9.
4. The password must contain at least one special character from these [! @ # \$ ^ \* \_ ~]
5. Sample password is just like Admin123\$, India2000#, etc.

#### **F. About DSC**

1. Digital Signature Certificates (DSC) is the digital equivalent (that is electronic format) of physical paper certificates.
2. Like physical documents are signed manually, electronic documents, for example e-forms are required to be signed digitally using a Digital Signature Certificate. Transactions that are done using Internet if signed using a Digital Signature certificate becomes legally valid.
3. Bidders have to procure **Class 3 signing certificates** only. Only Class 3 is valid for e-tendering purpose.
4. The Certifying Authorities are authorized to issue a Digital Signature Certificate with a validity of one or two years. The maximum period for

- which the DSC is issued is only two years. On the expiry of the term, the Digital Signature Certificate can be revalidated by paying the fees again.
5. Digital Signatures are legally admissible in a Court of Law, as provided under the provisions of IT.
  6. Digital Signature Certificate (DSC) is not required by Companies but by individuals. For example the Director or the Authorized signatory signing on behalf of the Company requires a DSC. e-Procurement (GePNIC)
  7. Each user logs in to the tender site thro' the secured log in by giving the user id/ password allotted during registration & then by giving the password of the DSC. The DSC password will get locked if successively wrong password is given many times.

#### **G. DSC providers for Private firms**

*A licensed Certifying Authority (CA) issues the digital signature.* Certifying Authority (CA) means the authority that has been granted a license to issue a digital signature certificate under Section 24 of the Indian IT-Act 2000.

1. The vendors like TCS ([www.tcs-ca.tcs.co.in](http://www.tcs-ca.tcs.co.in)), Sify, MTNL, nCode ([dsc@ncodesolutions.com](mailto:dsc@ncodesolutions.com)), e-Mudhra ([www.e-mudhra.com](http://www.e-mudhra.com)) are issuing DSC's for bidders.
2. The time taken by Certifying Authorities to issue a DSC may vary from three to seven days.

#### **H. Advantage of “My Space” on CPP Portal**

1. The bidder can upload Non Sensitive documents prior at any point of time once he logs in to the application. These are not encrypted.
2. The can be anything like PAN Certificate, VAT Certificate, Equipment Details, Manpower Details, Copies of Balance Sheet of last few years, Details of quantity of work executed etc.
3. In some cases the TIA might have uploaded a format while in many cases it may just be a scanned copy of the original which needs to be uploaded.
4. This will avoid repeated upload of common documents and also save space and time.

#### **I. System requirements**

1. Windows XP with latest service pack
  2. Loaded IE 7.0 or above
  3. Loaded JRE 1.6 or above
  4. Antivirus Software with latest definition.
  5. Internet connectivity
  6. Scanner to scan the documents if required
  7. Printer and PDF Creator.
- E-Procurement (GePNIC)

#### **J. Assistance to Bidders**

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

**General Manager (Work & Project)**

### **SPECIAL TERMS AND CONDITIONS OF CONTRACT**

If the bidders encounter any issues submitting at the time of submission of their offer through the CPP Portal, such bidders are permitted to submit their offer in hard copy via post or courier. In such cases, all the bidders are requested to please provide their docket number or receipt of speed post or courier through e-mail [nepaltd@nepamills.nic.in](mailto:nepaltd@nepamills.nic.in), [commercial@nepamills.nic.in](mailto:commercial@nepamills.nic.in) for tracking purposes.

After the technical evaluation, all technically qualified bidders will be individually notified about the schedule for the price bid opening date.

All the bidders are advised to please submit their price bid in the BOQ format. In case of any doubt in submitting the Govt. Levy i.e., GST in Rupees, the same will be confirmed by the bidder through e-mail.



**NEPA LIMITED**

**NEPANAGAR, MADHYA PRADESH**

**TENDER FOR**

**MECHANICAL MAINTENANCE OF 12.27 MW CPP**

**Nepa Ref. No – CPP/Maintenance/04**

**NEPA LIMITED**

**(A Govt. of India Undertaking)**

Nepanagar, District Burhanpur, Madhya Pradesh State, India, Pincode-450221.

CIN: U21012MP1947GOI000636

**NOTICE INVITING BID**

Sealed bids, under Single Stage Two Bid System (Techno-commercial & Price) are invited from renowned **MECHANICAL MAINTENANCE** Contractors for the items mentioned in the scope.

Tender No. & Date	Description of Goods/ Services	EMD/Bid Security	Tender Document Cost
Nepa Ref No.: CPP/Maintenance /04	<b>MECHANICAL MAINTENANCE OF 12.27 MW CPP OF NEPA LIMITED</b>	As per CPP portal	As per CPP portal

NEPA reserves its right, at its discretion, to modify or to cancel the tender without assigning any reasons whatsoever. For further amendments in the tender documents required in future (if any), the same shall be hosted on the websites only.

**General Manager (Works & Project)**

Tender Number	Nepa Ref. No.- <b>CPP/Maintenance/04</b>
Price of the tender Documents	As per CPP portal.
Type of Tender (Two Bid)	Two bid : Part 1 -Technical & unpriced commercial bid, Part 2- Price Bid
Date of commencement of Sale of tender document	As per CPP portal.
Place of Sale of tender document.	As per CPP portal.
Pre-Bid Conference	As per CPP portal.
Place of Pre-Bid Conference	Nepa Limited, Nepanagar Burhanpur District, MP – 450221 Phone: 07325-222269 Fax: 07325-222174
Last Date and time of Sale of tender document	As per CPP portal.
Closing date and time for receipt of tenders	As per CPP portal.
Place of receipt of Tenders.	Administrative Building Nepa Ltd , Nepanagar Distt- Burhanpur Pin-450221, M.P
Time and date of opening of tenders	As per CPP portal.
Place of opening of Tenders	Administrative Building Nepa Ltd , Nepanagar Distt- Burhanpur Pin-450221, M.P
Nominated Official to receive the Tender	<b>General Manager (Works &amp; Project)</b> Nepa Ltd Nepanagar (M.P.) PIN – 450221 Phone No. 07325-222173 Email id - nepaltd@nepamills.nic.in <a href="mailto:gmpw@nepamills.nic.in">gmpw@nepamills.nic.in</a> - <a href="mailto:ph@nepamills.nic.in">ph@nepamills.nic.in</a>

**Note:** Change to the above dates, if any may be notified on our website. Please visit our website regularly.

## **PART 1: TECHNICAL BID**

### **1. PRE-QUALIFICATION CRITERIA (PQC)**

The Bidder has to qualify technical, financial & other pre-qualification criteria.

#### **1.1. Technical Pre-qualification Criteria**

The party should have an experience of Mechanical maintenance or erection of power plant & its auxiliaries in any Central/ State Public Sector Undertaking, Central or State Government / Semi Government or a Private/Public Limited Company registered under Companies Act in India during last 5 years. Party should have satisfactory work completion certificate against work order submitted.

### **2. Financial Pre-qualification Criteria**

**2.1** BIDDER should have experience of at least Two year as per clause no 1.1 during last five (5) years, ending last day of month previous to one in which bids are invited should be either of the following.

One similar completed works each costing not less than amount equal to Rs 70,80,000/- (Rupees Seventy Lakh, Eighty Thousand Only)

**OR**

Two similar completed works each costing not less than amount equal to Rs 44,25,000/- (Rupees Forty-Four lakh Twenty-Five Thousand Only)

**OR**

Three similar completed works each costing not less than amount equal to Rs 26,55,000/- (Rupees Twenty-Six Lakh Fifty-Five Thousand Only)

2.2 The BIDDER should have registered Profit before Tax (PBT) in at least two (2) years during the three (3) preceding accounting years. Bidder's net worth at the end of last financial year should be positive. Copy of balance sheets in this respect shall be enclosed.

2.3 The average annual turn-over of the bidder during the preceding three(3) financial years ending **31-03-2025** should not be less than Rs. 30,00,000/- Rupees Thirty Lakhs Only .

### **3. OTHER PRE-QUALIFICATION CRITERIA**

3.1. The BIDDER should not have been blacklisted /debarred by Government of India/ Reserve Bank of India / any PSU during last five (5) years.

3.2. The bidder should confirm that they are competent and legally authorized to submit the tender and / or to enter into legally binding contract.

3.3. The party should not have incurred any loss in more than two years during the last five years ending March 2025. The financial result figures shall be certified by a Chartered Accountant who is not employee of the Bidder.

- 3.4. Bidders as a member of Consortium or Joint Venture are not permitted to participate in the tender proceedings.
- 3.5. The party should have enough capacity in terms of personnel, labour force both skilled and unskilled; equipments, plants and machinery to complete the work satisfactorily.
- 3.6. The party should have sufficient stock of PPE's (Personal Protective Equipments) and other safety gadgets related to mechanical and electrical working.

#### **4. DOCUMENTS TO BE SUBMITTED IN SUPPORT OF PRE-QUALIFICATION CRITERIA**

The following documents should be submitted by the bidder to prove the pre-qualification criteria.

- 4.1 Bidder's Profile, Company Registration, Bank Account, etc.
  - 4.2 Customer Certificate/documentary evidence in support of technical pre-qualification criteria mentioned above duly certified by authorized signatory.
  - 4.3 Customer Certificate/documentary evidence (copy of work order/agreement and work completion certificate issued by competent authority of the customer) in support of Financial Pre-qualification criteria mentioned above duly certified by authorized signatory.
  - 4.4 Certified Copy of Audited Balance Sheet and Profit and loss account for the last 3 (three) Financial Years.
  - 4.5 Details of similar works (with proof).
  - 4.6 Declaration that the bidder has not been blacklisted/debarred by Government of India/Reserve Bank of India /any PSU during last five years duly signed by authorized signatory. (Annexure 7 of the tender document).
  - 4.7 Declaration that the bidder is competent and legally authorized to submit the tender and/ or enter into the legally binding contract.
  - 4.8 Compliance Format (Annexure 14) of the tender document.
    - A. Copies of TIN, PAN GST Reg. no. as applicable shall be submitted along with technical bid.
    - B. Copy of valid labour license also to be submitted.
- Any other relevant document the bidder wishes to submit.**
- 4.9 Additional/Supplementary information or documentation regarding pre-qualifications not specified above or elsewhere in this tender may be sought from the Bidder at any time and must be so provided within a reasonable time frame as stipulated by NEPA.
  - 4.10 The bidders shall give a written confirmation for fully understanding the scope immediately after the Pre-bid meeting.
  - 4.11 Wherever the work has been executed / completed as per the terms of Work Order/ Annual Maintenance Contract/ Rate Contract, the tenderer is required to submit self-attested copies of Work Orders/ AMC/ RC and Completion Certificates

issued by Clients in support of eligibility and experience along with techno-commercial bid. Further, the bidder shall submit an Affidavit as per format at Annexure 15 declaring that the documents submitted are genuine.

- 4.12 In case the work is under execution and has not been completed, the tenderer shall submit proof of executed value of work in the form of certified copies of Running Account bills passed by the Client along with successful work execution certificate by the concerned authority, in support of fulfilling the eligibility and experience. The value of work order (s) submitted by the bidder shall be considered on pro rata yearly basis.
- 4.13 Tender schedule will be in two parts viz., Technical bid, and firm price bid. Bidder to submit Technical bid & Firm price bid as per CPP protocol i.e. Technical bid and Firm price bid should be uploaded on CPP portal separately in their respective slots.
- 4.14 Firm Price Bid is to be submitted as per (Annexure 16).

**NOTE:** Bidders who do not meet the above criteria shall not be evaluated further in the bidding process. A Bidder shall be disqualified if it is determined by the NEPA at any stage of bidding process that the Bidder has made misleading or false/fake representation in the form, statements and attachments in the proof of the qualification requirements. The bidder shall also be disqualified if it fails to continue to satisfy the Qualifying Criteria during any stage of the evaluation process.

## **5. ASSOCIATE**

- 5.1 The Bidder may engage another associate for the selective co-ordination of the tender activities and/or supply of certain deliverables under the tender scope. The associate thus engaged, if any, shall either be a group company/subsidiary of the bidding associate or a business partner & need to submit their acceptance certificate.
- 5.2 In the event of the Bidder engaging any associate other than a group company/subsidiary for any project activity specified under the scope of the Bid, then the associate thus engaged shall have proven references for executing the said activities in a successful manner. Nepa reserves the right to verify the credentials of the associate and accept/reject the proposal to enlist the support of the said associate for this project.
- 5.3 Interested Bidders may obtain further information about this requirement from the project office. They may also visit our website [www.nepamills.co.in](http://www.nepamills.co.in) / CPP Portal for further details.
- 5.4 Tender cost / EMD waiver will be applicable for SSI / MSE / MSME / PSUs bidders with submission of certification as per guidelines. The exemption shall, however,

be only for the goods & services for which the certificate is issued. The certificate issued by the authority should be valid on the date of opening of the tender.

- 5.5 The Bid validity shall be 120 days & EMD/Bid Security shall be furnished by means of a Demand Draft drawn in favor of NEPA LIMITED, payable at Neapanagar along with the techno-commercial bid. Alternatively, EMD can be furnished by means of a Bank Guarantee valid for 120 days from the date of closing the tender in favor of Nepa Limited, from a scheduled Indian Commercial bank along with the techno-commercial bid. Bank guarantee shall be as per the format in the tender document).
- 5.6 In the event of any of the above-mentioned date being declared as of holiday/ closed day for the purchase organization, the tenders will be sold / received / opened on the next working day at the appointed time.
- 5.7 The tender documents are not transferable.
- 5.8 **All further notification / Corrigenda, if any, to this Notice Inviting Bids as well as to the Bid Document will be hosted on CPP portal only and not through newspaper advertisement. Bidders are advised to check CPP portal regularly to ascertain for themselves, if any changes have been made.**
- 5.9 If any bidder requires any clarification against the tender document, they are requested either to visit the office of the undersigned at Neapanagar or forward their queries sufficiently in advance (5 working days) before the closing date for receipt of tenders by mail to [gmpw@nepamills.nic.in](mailto:gmpw@nepamills.nic.in) ,cc to [ph@nepamills.nic.in](mailto:ph@nepamills.nic.in), [Commercial@nepamills.nic.in](mailto:Commercial@nepamills.nic.in) or to visit the office of the undersigned at Neapanagar.
- 5.10 Nepa reserves its right, at its discretion, to modify or to cancel the tender without assigning any reasons whatsoever.

**General Manager (Works & Project)**  
**Nepa Limited, Neapanagar, District**  
**Burhanpur, MP, Pin-450221, India**  
**Phone: 07325-222273**  
**Fax: 07325-222174**  
[gmpw@nepamills.nic.in](mailto:gmpw@nepamills.nic.in)  
[www.nepamills.co.in](http://www.nepamills.co.in)

## 6. INTRODUCTION

- 1.1 Nepa Limited (Nepa), Neapanagar is a Public Sector Undertaking (PSU) under the administrative jurisdiction of Department of Heavy Industry (DHI), Ministry of Heavy Industries and Public Enterprises, Government of India (Gol).
- 1.2 Nepa Limited (NEPA) is the pioneer newsprint Company of India located centrally at Neapanagar, Distt. Burhanpur in Madhya Pradesh. NEPA Ltd. started its commercial production in 1956 based on forest based raw materials.
- 1.3 NEPA is the oldest newsprint mill in the country and has expanded in stages to the present installed capacity of 88,000 TPA. Due to acute shortage of forest based fibrous raw material, the mill switched over to recycled fiber in 1997.
- 1.4 NEPA is currently implementing Revival & Mill Development Plan (RMDP).
- 1.5 Nepa Limited has a 12.27 MW Captive Power Plant to cater to steam & Power requirement of Mills with Grid connection at 132/6.9 KV Substation. The Plant comprises of major equipments like 1)AFBC Boiler 85 TPH with complete Auxilliaries,2)BHEL make TG, capacity 12.27 MW with complete auxiliaries, Ash Pond, Coal Handling Plant, Demineralization Plant, Cooling Tower, Chimney (80 m height) , Electrostatic precipitator Ash handling plant 132/6.9 KV Substation, HT, LT switchgears etc & all auxiliaries & railway track for handling of coal.
- 1.6 Details of plant main critical equipments are :-

Sr. No	Description	Parameter	Remarks
1	BOILER	Capacity: 85 TPH Rated Press: 63 Kg/Cm <sup>2</sup> Rated Temp: 460°C	AFBC boiler natural circulation indigenous coal fired with BOP with DCS control. (SITSON India).  1. 2X100% ID Fan VFD Control (Batliboi) 2. 2X100% FD Fans VFD Control (Batliboi) 3. 2X100% PA fans Damper Control (Batliboi) 4. 2X100% BFP (KSB HDA 100/9) 5. 6 Nos of Pocket Feeders VFD control (Sneha Bearing) 6. 6 Nos. Drag chain feeders (Rollcon) 7. Deaerator Cross flow and its auxiliaries 8. PRDS 30 TPH DCS Control 9. LP Steam header 55 TPH with flow to Mills and auxiliary.

2	ESP	(ODC): 50 mg/Nm <sup>3</sup>	04 FIELD (Sitson India).
3	CHIMNEY	80 m Height	New RCC chimney constructed by SLIPCO with Aviation lighting and lightening arrestor at the top of Chimney.
4	ASH HANDLING SYSTEM		Dense phase pneumatic system with slurry pumping to Ash Pond. (PLC Operated).  <ol style="list-style-type: none"> <li>1. 8 Nos of Pneumatic ash conveying system (by MecGale Pneumatics).</li> <li>2. 2 No. Ash Conditioner for Bed Ash &amp; Fly Ash (SITSON)</li> <li>3. 2X100% Slurry Pumps (SAM TURBO)</li> <li>4. 2X100% slurry water pumps (KIRLOSKAR)</li> <li>5. 2X100% Screw type Air Compressor (KIRLOSKAR)</li> <li>6. 1 No. of Fly Ash Silo of capacity 330 MT.</li> <li>7. 1 No. of Bed Ash Silo of capacity 30 MT.</li> </ol>
5	COAL HANDLING SYSTEM	45 TPH	Single street system.(PLC Operated)  <ol style="list-style-type: none"> <li>1. 2X100% Grizzly Ground Hoppers (Mahindra and Mahindra)</li> <li>2. 2X100% Feeder Belts (Mahindra and Mahindra)</li> <li>3. 1 No. tunnel Conveyor Belt BC-1A (Mahindra and Mahindra)</li> <li>4. 1 No. inclined conveyor belt BC-1B (Mahindra and Mahindra)</li> <li>5. 2X100% Coal Crushers (McNally Sayaji)</li> <li>6. 2X100% Vibrating Screen (McNally Sayaji)</li> <li>7. 1 No. Recycle belt BC-4 (Rollcon)</li> <li>8. 1 No. Recycle belt BC-3 (Rollcon)</li> <li>9. 1 No. Conveyor Belt BC-2 (Mahindra and Mahindra)</li> </ol>
6	COOLING TOWER	2727 M <sup>3</sup> /HR	SRIRAM make Induced draught timber cooling tower with 3 Nos of CT fans, with DCS control.
7	TURBO	12.27 MW /6.9 KV output	BHEL make extraction cum condensing TG set with 505E Woodward & DCS control.

	GENERATOR	voltage	<ol style="list-style-type: none"> <li>1. Extraction cum Condensing Turbine (BHEL)</li> <li>2. Reduction Gear Box (TRIVENI)</li> <li>3. Generator 15 MW 2 pole (BHEL)</li> <li>4. 1x100% Auxiliary Oil Pump</li> <li>5. 1X100% Emergency Oil Pump</li> <li>6. 1 No. Jacking Oil Pump</li> <li>7. 2X100% Condensate Extraction Pump ( KSB make WKT type)</li> <li>8. 2X100% CW Pumps (Kirloskar make)</li> <li>9. 2x100% Oil coolers</li> <li>10. 2X100% Oil Filters (Mikroflo)</li> <li>11. 1 No. Hogging/starting ejector (BHEL)</li> <li>12. 2x100% running ejectors (BHEL)</li> <li>13. 2x100% Gland steam Vapour fans (BHEL).</li> <li>14. 1 No. Surface condenser of capacity 30 TPH. (BHEL)</li> </ol>
8	DM PLANT	65 M <sup>3</sup> /HR	Two independent street of 65 m <sup>3</sup> /Hr. by M/s ION Exchange India.
9	SUB-STATION	132/6.9 KV	<p>Sub-station having 2 independent bays.</p> <ol style="list-style-type: none"> <li>1. Transformers No. 1 of capacity 31.5 MVA (Bharat Bijli)</li> <li>2. Transformer No. 2 of capacity 12.5 MVA (VOLTAMP VADODARA)</li> </ol>
10	ASH POND	55000 MT	<p>Located at an approx 500 m distance from AHP operated through local control.</p> <ol style="list-style-type: none"> <li>1. 2X100% Return water pumps (KIRLOSKAR)</li> </ol>
11	PRDS SYSTEM	30 TPH	New PRDS system to meet the process steam requirement at rated parameters of 5 Kg/cm <sup>2</sup> and 210°C.
12	HVAC	22 TR & 2 TR	VOLTAS Make duct AC with one running and one standby for control room cooling. In addition, 4 Nos. of 2 TR VOLTAS Split AC for ESP Control room and Ash handling Control room cooling.
13	EOT CRANE	25/5 MT	FAFECO make EOT Crane for Turbine room,
14	DCS SYSTEM		HONEYWELL make with 2 Servers, 2 Engg and 4 control desks.

15	VFD	Miscellaneous	ABB make (10 Nos.)
16	DG SET	750 KVA at 415 V rated voltage	By JAKSON India with CUMMINS make engine.
17	In addition to above all critical equipments, Maintenance contractor has to maintain all other mechanical & instrumentation items for optimum performance of the plant.		

**8. CONTRACT OUTLINE**

**This Tender covers** “ Mechanical maintenance contract of 12.27 MW Co – generation with 85 TPH ,AFBC Boiler(DCS control)Thermal Plant & its related auxiliaries + Pneumatic ash handling plant + ash pond system + Coal handling Plant + DM Plant).

**9. Contract period:**

12 month from the date of issue of work order which can also be extended further on same rate, terms and condition of existing contract, subject to satisfactory performance and mutual consent basis or can be extended for few months by Nepa Ltd till the finalization of next contract (Whichever is earlier) as per requirement of the company on same rate, terms and condition of existing contract. Nepa at its discretion may issue a deferred work order for deployment of manpower on a later date as per the system readiness.

**10. DEFINITIONS OF TERMS & VARIOUS CLAUSES OF BID / TENDER / ENQUIRY DOCUMENTS**

The contents sheet indicates all the clauses included in the Tender/Bid/Enquiry Document and also lists various specifications modules contained therein.

- i. “PURCHASER” shall mean “Nepa Limited”. The PURCHASER shall include its successors, as well as its authorized Nepa officers and representatives. The term MILLS / COMPANY / OWNER / NEPA used in some documents shall also mean the PURCHASER.
- ii. “ENGINEER” shall mean the Engineer in charge deputed or nominated by PURCHASER, as the case may be who shall supervise and be the In-charge of the works.
- iii. “BIDDER/TENDERER” shall mean the company, firm or party who bids or quotes against the notice inviting bids.
- iv. “ASSOCIATE” shall mean another firm engaged by the BIDDER/VENDOR for the co-

ordination of the selected project activities and /or supply of certain non- critical components / services under the project scope. The firm thus engaged, if any, shall either be a group company/ subsidiary of the Bidding firm or business associate of BIDDER/VENDOR.

- v. "VENDOR/SUPPLIER/ CONTRACTOR" shall mean the successful bidder, whose bid the purchaser has accepted and to whom LOI / PO have been issued by the PURCHASER or a contract agreement has been signed by the PURCHASER. The VENDOR shall include their successors, as well as its authorized officers and representatives.
- vi. "SUB-VENDOR" shall mean the company, firm or party, undertaking a part of the supply and /or site work, on which a part of the contract agreement has been sublet, which has been intimated /offered to the PURCHASER. The SUB-VENDOR shall include their successors, as well as his authorized officers and representatives.
- vii. "INSPECTOR" shall mean the authorized representative appointed by the PURCHASER for the purpose of inspection of materials, equipment and work quality.
- viii. "SITE" shall mean the actual place of the Project (premises of Nepa Limited, Nepalagar), where the plant or the Equipment or the material ordered needs to be supplied and/or where the Work has to be executed under the Contract.
- ix. "TENDER / ENQUIRY DOCUMENT" shall mean collectively the 'Covering Letter', or the 'Invitation to Bid' or the 'Notice Inviting bid' and various clauses of this document.
- x. "BID" shall mean the proposal or the quotation that the BIDDER submits to the PURCHASER in response to notice inviting bid.
- xi. "EQUIPMENT OR THE WORK" shall mean the goods to be supplied and or the services to be provided by the VENDOR/ Sub-VENDORS under the Contract Agreement or the Contract.
- xii. "PLANT" shall mean power plant.
- xiii. "CONTRACT AGREEMENT OR CONTRACT" shall mean the document jointly signed by the PURCHASER and the VENDOR, authorizing the VENDOR to supply the plant or the equipment and / or execute the Work as indicated in the Contract Agreement or the Contract and shall include all amendments/addendum/corrigendum if any.

- xiv. "ORDER VALUE OR THE CONTRACT PRICE" shall mean the amount of compensation payable by the PURCHASER to the VENDOR for the execution the work as indicated in the Contract Agreement or the Contract.
- xv. "DELIVERY PERIOD AND THE CONTRACT PERIOD" shall mean the period indicated in the Contract Agreement or the Contract by which the ordered plant or the Equipment needs to be delivered and the Work needs to be completed, respectively, by the VENDOR.
- xvi. "MONTH" shall mean a calendar month.
- xvii. "GUARANTEE/DEFECTS LIABILITY PERIOD OR SIMPLY THE GUARANTEE PERIOD" shall mean the period during which the plant or the equipment supplied by the vendor and /or the work executed by the vendor shall be free from defects in design, materials or workman ship accordance with the contract. It will also be subject to clause.
- xviii. The words "APPROVED" or "APPROVAL" used in the tender document shall mean APPROVED BY or APPROVAL BY the PURCHASER or the ENGINEER or the VENDOR as the case may be. When the words 'Approved', 'Approval', 'Subject to Approval', 'Satisfactory', 'Equal To', 'Proper', or words and phrases of similar meaning are used, the approval, judgment and direction etc., are understood to be a function of the PURCHASER or the ENGINEER or the VENDOR, as the case may be.
- xix. "PURCHASER's Instructions" shall mean any drawings and/ or instructions, oral and/ or in writing by post/E-mail/Fax, details, direction and explanations issued by the PURCHASER or the ENGINEER from time to time during the Contract Period.
- xx. "NOTICE IN WRITING OR THE WRITTEN NOTICE" shall mean a notice in written, typed or printed characters sent or delivered personally or otherwise proved to have been received by fax or e-mail or registered post or courier service to the last known private or business address or registered office of the addressee and shall be deemed to have been received when in the ordinary course of post it would have been delivered.
- xxi. "VENDOR's Works" shall mean the manufacturing facilities /workshops which are used by the VENDOR for the manufacture of the Plant or the Equipment for executing the Work.
- xxii. "OPERATION" shall mean the integrated operation of the plant, system and equipment covered under the Contract for a specified period to prove trouble-free operation of the plant, system and equipment covered under the Contract.
- xxiii. Word meaning 'PERSONS' shall include Firms, Companies, Corporations and other

Bodies whether incorporated or not.

**11. Tender Document**

- a. Tender Document shall mean collectively the 'Covering Letter', or the 'Notice Inviting Bids' or the 'Notice Inviting Tender' and various clauses of this document. Contents Sheet indicates all the clauses included in the Tender Document and also lists various specification modules contained therein. All these clauses need to be considered together for correct understanding and interpretation of the Tender Document.
- b. The BIDDER shall be deemed to have carefully examined the complete Tender Document and to have fully understood and satisfied himself as to the details, nature, character and quantities of the work to be carried out, site conditions and other pertinent matters and details.
- c. The BIDDER, before submission of the Bid, shall bring any other contradiction in the Tender Document, to the notice of the PURCHASER/ ENGINEER
- d. Sufficiently in advance. Such contradictions need to be resolved by the PURCHASER/ ENGINEER before the due date of closing the Bid.
- e. It is the intent of the PURCHASER to incorporate the Tender Document as part of Contract Agreement or Contract.

**12. SCOPE OF WORK:**

**All type of mechanical maintenance work of complete 12.27 MW CPP for trouble free operation will be the responsibility of contractor.**

**Detailed scope as given below**

**Plant Capacity:** 12.27 MW Captive Power Plant (CPP)

**Systems Covered:** Boiler & Auxiliaries, Turbine & Auxiliaries, Coal Handling Plant (CHP), Ash Handling Plant (AHP), Cooling Tower, Substation Auxiliaries, Balance of Plant

**1. General Scope**

1. Contractor shall be responsible for comprehensive preventive, corrective, and breakdown maintenance **of all** mechanical systems and equipment of the CPP.
2. Contractor shall ensure safe, reliable, and uninterrupted operation of the CPP by maintaining mechanical availability and performance at desired levels.

3. Scope includes routine inspection, lubrication, repair, overhauling, replacement, spares management, alignment, welding, fabrication, hydro-testing, and documentation.
4. Work to be executed as per OEM recommendations, IS/ASME/IBR standards, CEA norms, and factory safety regulations.
5. All type of mechanical & instrumentation maintenance work of complete 12.27 MW CPP for trouble free operation will be the responsibility of contractor.
6. Detailed scope as given below

<b>Description of Work/Activity</b>	<b>Responsibilities of Contractor</b>
Boiler /CHP/ AHP/ Turbine auxiliaries Preventive Maintenance / Break down preventive	<p>It is responsibility of the maintenance contractor to attend break down maintenance &amp; also perform Preventive maintenance of Pocket feeder, Drag Chain Feeder, Lubrication of all equipment's as per the schedule.</p> <p>Along with it, preventive/ breakdown maintenance to be carried out for CHP, AHP &amp; Turbine auxiliaries.</p> <p>For carrying out the work on each critical equipment, necessary Permits to be taken for electrical /mechanical isolation of the equipment.</p> <p>Every measure to be followed to ensure all the industrial safety standards at the work site. All type of maintenance work of complete boiler, AHP &amp; CHP will be the responsibility of contractor</p>
Boiler Maintenance	<p>All type of maintenance work of boiler &amp; its auxiliaries during the running &amp; shutdown will be the responsibility of contractor.</p> <p>It is responsibility of the maintenance contractor to carry out the shutdown activities strictly within the stipulated time as per the scheduled time frame provided by NEPA Ltd.</p> <p>Overhauling /Inspection of ID, PA, FD Fans, Pocket feeder, Drag Chain Feeder, Inspection, cleaning of all Pressure Parts including bed coil, water wall panel, economizer, super heaters, steam drum internals to be carried out.</p> <p>Inspection of bearing /coupling/ impeller, damper link, damper bearings /manhole tightness for ID/PA/FD fans to be carried out.</p> <p>APH tubes to be checked for any chocking .In addition to it all the jobs to be attended as per the shutdown job list handed over to maintenance contractor by NEPA Ltd.</p>
Cooling Tower	<p>All type of maintenance work of cooling tower will be the responsibility of contractor.</p> <p>During the shutdown, all the maintenance jobs to be attended as per the shutdown job list will be handed over to maintenance contractor by NEPA Ltd, overhauling of gear box, Blade replacement and blade angle adjustment will be done by contractor.</p>
Coal Handling Plant	<p>It is the responsibility of the maintenance contractor to carry out inspection of all conveyors belt/motor/gear box/pulley, Coal</p>

	<p>Crusher, Vibrating Screen, Dust Extraction System &amp; attend for any abnormality.</p> <p>In addition to it all the jobs to be attended as per the shutdown job list handed over to maintenance contractor by NEPA Ltd.</p>
Ash Handling Plant	<p>Maintenance contractor to carry out inspection for all ash vessels including Boiler Bank, Economizer, APH, ESP, Fly ash / Bed Ash Silo equipment's, Bag Filter &amp; attend for any abnormality as desired by NEPA Ltd.</p> <p>Routine servicing of compressor by OEM kirloskar will be in contractor scope.</p> <p>Maintenance of ash slurry system will be the responsibility of contractor.</p> <p>In addition to it all the jobs to be attended as per the shutdown job list handed over to maintenance contractor by NEPA Ltd.</p>
D.M .PLANT	<p>Maintenance of DM plant equipment (Lubrication of all equipment's, Preventive and Break Down maintenance of all the equipment's of DM Plant will be taken care by contractor</p>
Shift Maintenance	<p>Maintenance of mechanical in all shift is the responsibility of the contractor. To perform this contractor has to deploy the one instrument technician, One mechanical fitter &amp; one fitter assistant in all three shift.</p>
Extra Responsibilities	<p>1) It shall be the responsibilities of maintenance contractor to attend break down of any nature, irrespective of time involved, Caught at multiple fronts occurring simultaneously by deploying extra men power as per requirement (No extra payment shall be made for extra time / men power / deployed).</p> <p>2) All the entire consumable and special tool will be provided by NEPA Ltd.</p> <p>3) General Tools and Tackles are in contractor scope.</p> <p>4) 1 cutting set and 2 Welding Machine (Single phase / three phase to arrange by contractor for contract period.)</p> <p>5) Argon set &amp; arrangement of Argon cylinder for IBR welding when required will be in contractor scope.</p> <p>6) All PPE's for safety personal will be arrange by contractor.</p> <p>7) PH Mechanical &amp; Store to be maintained by Contractor</p> <p>8) Turner for PH workshop to be arranged by Contractor</p> <p>9) Accommodation of personal will be in contractor scope.</p> <p>Contractor has to follow all the labor law specified by NEPA Ltd.</p>
Exclusion	<p>Maintenance of DG set, Major Overhauling of Turbine, High Speed gearbox, Generator &amp; feed pump, electrical maintenance</p>

## **2. Coverage of Plant Areas**

### **2.1 Boiler & Auxiliaries**

- Maintenance of boiler pressure parts (headers, economizer, air preheater, superheater, water wall).
- Fans & blowers: ID, FD, PA fans – bearings, impellers, shaft alignment, balancing.
- Pumps: Boiler feed pumps, DM water pumps, condensate pumps – inspection, mechanical seal replacement, bearing change, alignment.
- Soot blowers, air preheater seals, dampers & actuators.
- Valves (gate, globe, NRV, safety valves, control valves): lapping, replacement, and seat leak rectification.
- HP/LP piping, supports & expansion joints – inspection, welding & stress relief.

### **2.2 Turbine & Auxiliaries**

- Oil system maintenance – lube oil pumps, coolers, filters, seals.
- Cooling water piping, valves & strainers.
- Cooling Tower maintenance.
- All Maintenance of turbines & its auxiliaries excluding turbine overhauling work will be in contractor scope

### **2.3 Coal Handling Plant (CHP)**

- Belt conveyors: idlers, pulleys, scrapers, gearboxes, couplings, and tensioning devices.
- Crushers, vibrating feeders/screens – rotor balancing, wear plate replacement.
- Hydraulic & pneumatic systems.
- Dust suppression piping & mechanical fittings.
- Structural maintenance: chutes, hoppers, supports.

### **2.4 Ash Handling Plant (AHP)**

- Ash hoppers, pipelines, valves, and pneumatic conveying system.
- Air compressors & air dryers – preventive and breakdown maintenance.
- Scrapper conveyor, rotary feeders, ash slurry pumps.
- Fabrication and replacement of worn-out chutes and bends.

## **2.5 Cooling Tower & Auxiliaries**

- Cooling tower fans: gearbox overhaul, blade balancing, motor alignment.
- Pumps: bearing replacement, impeller balancing, seal replacement.
- Water distribution headers, nozzles & drift eliminators – cleaning & replacement.
- Wooden/FRP structural maintenance.

## **2.6 Balance of Plant (BOP)**

- All piping systems: cooling water, service water, compressed air, fire water.
- Pressure vessels, tanks, strainers, filters.
- Lifting tools & tackles – testing and certification.
- Workshop support (lathe, welding, machining jobs).

## **3. Maintenance Activities**

### **Preventive Maintenance (PM)**

- Scheduled inspection & servicing as per annual PM calendar.
- Lubrication, cleaning, greasing, tightening of fasteners.
- Replacement of wear parts (seals, gaskets, bearings).

### **Corrective Maintenance (CM)**

- Identification of abnormal conditions & rectification.
- Replacement or refurbishment of defective parts.
- On-site machining, fabrication & welding works.

### **Breakdown Maintenance (BM)**

- Emergency repair of equipment under breakdown.
- Quick mobilization of manpower, tools, and spares.
- Restoration of plant operation in minimum downtime.

### **Annual Shutdowns**

Annual shutdown work will be contractor scope excluding Turbine overhauling & Feed pump overhauling.

## **4. Spares, Tools & Tackles**

- All the entire consumable and special tool will be provided by NEPA Ltd.

- General Tools and Tackles are in contractor scope.
- 1 cutting set and 2 Welding Machine (Single phase / three phase to arrange by contractor for contract period.)
- Argon set & arrangement of Argon cylinder for IBR welding when required will be in contractor scope.
- Proper custody & accounting of spares, consumables, and tools.

### ***5. Documentation & Reporting***

- Daily logbook of maintenance jobs executed.
- Preventive maintenance & breakdown maintenance reports.
- History cards for all major equipment.
- Shutdown/overhaul reports with before/after condition details.

### ***6. Manpower Deployment***

- Qualified Mechanical Engineers, Supervisors, Fitters, Welders, Riggers, and Helpers.
- Round-the-clock availability during plant operation.
- Additional manpower during shutdowns/overhauls.
- Manpower must be trained in IBR, boiler/turbine maintenance, rigging & safety practices.

### ***7. Safety & Statutory Compliance***

- Work permit & LOTO system compliance.
- Use of PPEs, scaffolding, lifting tackles, and approved welding procedures.
- Adherence to IBR, CEA, OISD, and Factory Act requirements.
- Support statutory inspections (boiler, pressure vessel, lifting tackles, etc.).

### ***8. Exclusions***

- Supply of equipment , spares & consumables
- OEM warranty obligations (if equipment under warranty).

### 13. Manpower Matrix

List of bare minimum manpower is as below

Sr No	MANPOWER DETAIL	Numbers
1	Mechanical Engineer (General shift)	01
2	Foreman (General shift)	01
3	Fitter (General shift)	01
4	Assistant Fitter (General shift)	01
5	IBR Welder (General shift)	01
6	Regular Welder (General shift)	01
7	Oiler (General shift)	01
8	Helper/Rigger	02
9	Fitter (one in all three shift)	03
10	Asst Fitter (one in all three shift)	03
	<b>TOTAL</b>	<b>15</b>

However any additional manpower required for scoped work to be arranged by contractor on no additional cost basis. On Sunday & paid holidays contractor has to deploy only the shift duty manpower ( 06 Nos ) require to run the shift but if required he has to bring the entire team to attend the breakdowns without any additional financial impact .

### 14. SUBMISSION OF BILLS AND PAYMENT THEREOF

- a. The contractor shall submit his bills **monthly**, complete in all respects in the prescribed form at the accepted rates to H.O.D. / Manager (P.H.) of the company. The net amount of the bill after all deductions as may be due shall be paid to the contractor after check and audit ordinarily within 15 days of receipt of the bill by Finance Division of the company. If a Bill is incorrect or incomplete or otherwise not properly made out, the responsibility for delay in payment shall be that of the contractor.
- b. Deduction shall be made from the bills towards Income Tax at applicable rates and such other taxes, duties, surcharge Cess etc. imposed by the Government as may be applicable to this contract & shall be borne by contractor.
- c. Deduction of 05% from the running bills shall be made for **meeting labour liabilities**. This shall not carry any interest. After satisfactory completion of contract period of 12 months, 05 % amount held up against labour liability will be released to contractor after recommendation of In charge of PH & ERW deptt. This will be applicable after completion of original contract period of 12 months even though contract period is extended for some period.
- d. Deduction of 05% amount from the running bills shall be made against SD. This shall not carry any interest. After satisfactory completion of contract period i.e. 12 months, 05 % amount held up against SD will be released to contractor after recommendation of In charge of PH deptt. This will be applicable after completion

of original contract period of 12 months even though contract period is extended for some period

- e. All such amounts as may be due to the company under the contract shall also be recovered from the running bills of the contractor /security deposit.
- f. If the company is not satisfied with the performance and quality of work, the company reserves the right to offload the job and get the same done through other agency at the cost and consequences of the contractor.

**15. PENALTIES:**

- 1. If the required manpower is not provided by vendor, the penalty will be imposed per person as per following formula

$$\text{Rs Less against manpower shortage} = (\text{Shortage of manpower}) \times (\text{basic amount} / (\text{No of days in month} \times \text{Minimum manpower to be deployed}))$$

- 2. If the maintenance work got delayed & production hampered , 5% penalty will be imposed for current month bill. As the spares, consumables & special tools are in NEPAs scope & any delay arise due to the spares, consumables & special tools than penalties will not be imposed.

If the required manpower is not provided by Vendor for the work as prescribed in the contract & maintenance got delayed,

**16. ARBITRATION**

All the disputes and differences arising between the parties hereto, including any dispute or difference in regard to the interpretation of any provisions or term or meaning thereof, or in regard to any claim of one party against the other or in regard to the rights and for obligation of any party or parties hereto under this agreement or otherwise, howsoever shall be referred to the sole Arbitrator by the parties and the sole Arbitrator would be as per provision of Arbitration and Conciliation Act (Amended Act 2015) and place of arbitration would be at Nepanagar, District Burhanpur.

All the disputes in respect of enforcement of the contract/agreement as per the Indian Contract Act, 1872 or any tax dispute, if, arises during the execution of the contract of if, any dispute in respect of change in tax slab, due to change in legislation or any new enactment come during the enforcement of the agreement, the said matter shall be referred to the Arbitrator and the same would have been appointed as per provision of Arbitration and Conciliation Act (Amended Act 2015).

All the disputes in relation to tax, quantity or in any other nature which arises between the parties during the execution of the agreement or enforcement of the said agreement then matter shall be referred to the sole Arbitrator and apart from this, no claim or adjustment shall be made by the Nepa Ltd. in respect of any claim and all the disputes shall be adjudicated by the sole Arbitrator and

Arbitration proceedings shall be governed by the Arbitration and Conciliation Act (Amended Act 2015).

**17. JURISDICTION:**

All disputes arising out of this contract or in any way connected with this agreement/contract shall be deemed to have arisen at Nepanagar & within the jurisdiction of the competent court at Burhanpur in the district of Burhanpur in the state of Madhya Pradesh which court shall alone and exclusively determine such disputes.

**18. BREACH/TERMINATION OF CONTRACT**

If the Contractor commits a breach of any of the conditions herein contained or fails or neglects to perform any duty imposed on him hereunder, HOD (P.H.)/ General Manager (Works) may at the cost and risk of the Contractor shall have the same executed and performed through Departmentally or any other agency in such a manner as may be deemed fit in which event the Contractor shall be required to pay the total cost and expenses so incurred or the amount so incurred shall be deducted from any sum or sums payable to him hereunder by the Company. The decision of HOD (P.H.)/ General Manager (Works) in this regard shall be final and binding on the Contractor.

Upon the breach of any of the terms and conditions of this contract by the Contractor, it shall be lawful for the competent authority HOD / Manager (P.H.) / General Manager (Works) , whose decision as to the occurrence of a breach and the amount of penalty shall be final and binding on the Contractor to forfeit the Security Deposit in whole or in part or impose such penalty as he may deem fit and recover the same from the Security Deposit, but without prejudice to the right of, the Company to recover any further sum and damages from any sums due to the Contractor or otherwise. If any sum is so deducted from the Security Deposit the Contractor shall within seven days of the receipt of a notice in that behalf make good the amount of the Security Deposit by depositing with the Company the amount so deducted. The recovery of the penalty as above shall not prejudice the right of the company to terminate the Contract if the situation warrants such an action, in such event the **Contractor shall not be entitled to any compensation whatsoever.**

The company shall have right **to terminate the contract** on breach of any terms and condition committed by the contractor.

**19. Labour Laws, Factory Act & Rules**

**The contractor shall observe and abide by all the labour laws and rules in force and as amended from time to time during the tenure of this contract and the labour laws that are enacted in future and in particular in the direction of Factory manager or Manager(ERW).**

- a) The Factories Act 1948 and M.P. Factories Rules 1960, the Contract Labour (Regulation and Abolition) Act 1970, the Payment of Wages Act 1936, the Workmen's Compensation Act 1923, the Payment of Bonus Act 1965, the Employees' Provident Fund and Miscellaneous Provisions Act 1952, the Maternity Benefit Act 1961, the Industrial Disputes Act 1947. M.P. (IR) Act 1960, the Payment of Gratuity Act 1972, ESIC act, as amended from time to time and the Rules framed thereof by the Govt. Of Madhya Pradesh Under the above legislations.
- b) The Contractor shall deduct Provident Fund from his workmen from the very first day of employment as per provisions laid down under the employees' Provident fund and Miscellaneous Provisions Act 1952 and as amended from time to time. It shall be the liability of the contractor to deposit such deductions of Provident Fund in the Provident Fund Section of the Company along with the employer's contribution every fortnight or as directed by P.F. Section.
- c) The Contractor shall be liable to apply and obtain the Labour licence prescribed under the Contract Labour(Regulation & Abolition) Act 1970 and the Rules made there under within one month of award of the contract, provided the contractor has to employ 20 or more workers on any day. Failure to obtain the licence will attract penalty and the amount equivalent to fees for licence and the Security Deposit to be made as per Section 24 of the Contract Labour(R&A) MP Rules 1973 will be forfeited from his bills without any notice.
- d) The contractor shall pay the prevailing statutory minimum wages to his workers as notified from time to time (whenever the same is revised the arrears payments with retrospective effect should be made and accounts of the same be intimated to IR Departments). In case where work is on piece rate basis, it should be ensured that the workers get at least the prescribed minimum wages.
- e) The contractor shall compulsorily make payment to their workers/labourers in presence of an Officer/Representative of ERW or through bank.
- f) The contractor shall maintain such Muster Rolls, Register of Wages, Register of Deductions, Register of over-time, Register of Fines and Advances etc. and make payments to his workers in presence of an Officer and get his endorsement/certificate on the Bills as per requirement of the Contract Labour (R&A) Act 1970 and Rules framed there under.
- g) Payments of Terminal Benefits, Compensation etc. to contractor's workers that would accrue proportionately for the period for which workers were engaged by him for the purpose of this contract shall be arranged and deposited by the contractor with the company periodically and before closing his establishment at the work site at Neapanagar.
- h) The contractor shall be liable for the payment of Retrenchment Compensation, if due, as per provisions of Law in force from time to time. The Management will

have the option to deduct such amount from the Contractor's bills proportionately.

- i) The contractor shall have to observe 10 paid and notified holidays in a year for which he shall pay wages, over-time etc. to his workers.

Any additional paid holidays declared by nepa limited or government shall also be the liability to be observed by the contractor for his workers.

- j) Before award of the contract it shall be the sole responsibility of the contractor to take out a Group/Accident-cum-Workman Compensation Insurance Policy in favour of Contract labour. As per clauses Duly approved by Finance Deptt. For number of workers to whom cards are to be issued must be obtain to cover all his workmen for contingencies like accident etc. A copy of such policy shall have to be submitted to the industrial relation department within a period of one month from the date of award of the contract else Nepa Limited will take Workmen Compensation policy and deposit the premium, which shall be recovered from contractor's bills. If compensation amount in this case contractor is solely responsible to pay that amount, company will not responsible for that amount.
- k) In case any failure to abide by any labour law is noticed, the management will have right to terminate the contract without any notice.
- l) The contractor shall be liable to insure to deposit P.F., EDLI, ESIC contribution for contract labour shall be responsibility of the contractors and he shall enter proper and regular contribution/payment to above heads.
- m) The contractor shall be liable to apply and obtain the Registration prescribed under GST.A copy of such registration shall have to be submitted in Finance Department within a period of 15 days from the date of award of the contract. Also observe the rules and regulations of GST as applicable to contract for relating to payment of all applicable Tax & Cess, filling of return etc. And submit copies of same in proof thereof to F&A Deptt.
- n) Deduction of 10% of the contractor's bill amount shall be retained every month for meeting labour liabilities. The amount so deducted shall be refunded to the contractor a fortnight before Diwali on recommendation of company's ERW department to enable payment of bonus, LWW etc, to the work men. This shall not carry any interest.
- o) After satisfactory completion of contract period i.e. one year 10% amount held up against labour liabilities will be released to contractor after recommendation of ERW deptt. This will be applicable after completion of original contract period of one year even though contract period is extended for some period.
- p) Successful bidder/contractor will record all the details of their workers as per the contractor labour regulation and Abolition Act 1970's approved format which is

given by labour deptt., Form No. XII to XXIII. Contractor is liable to produce these documents to Labour Deptt., for their check up & verification every month.

- q) Contractor has to submit workman compensation policy cover within 15 days from the commencement of work to our Labour Deptt. Without submission of policy cover contractor may not be allowed to continue the work.
- r) If contractor fails to perform any labour liability as per Labour law like P.F deposition, wage payment etc. In such cases labour deptt., is free to recommend for deduction/to retain the required amount from contractor's running bills to full fill labour liability.
- s) The contractor shall submit a list daily shift-wise labour engaged on this work to ERW department as well as Dy. Manager (Security & Fire ) are obtain gate pass from security department.
- t) The contractor shall be compulsorily to give wages slip to their worker.
- u) The contractor shall be compulsorily to give time card to their worker every shift and attendance certified by shift mate/contractor.

## **20. SAFETY**

The entire works will be carried out with necessary precautions to meet the rules of local statutory authorities to have the utmost protection to men and material. The use of safety equipment like safety belts, helmets, safety shoes, safety glasses, etc., will be enforced. All the rigging and lifting equipment will be tested for reliability and for safe operation. It is the VENDOR's responsibility to provide safety to his personnel and equipment

## **21. OTHER TERMS & CONDITIONS:**

All other terms & conditions, which are not mentioned here in shall be as per Technical & Commercial clarifications, discussions had with you and/ or as agreed.

**ANNEXURE-C****UNPRICED COMMERCIAL BID FORMAT****PART "A"**

PLEASE SUBMIT TECHNICAL SPECIFICATIONS WITH SAMPLE AND OTHER RELEVANT COMMERCIAL TERMS (EXCLUDING RATE) WITH BELOW SHEET

**BIDDERS INFORMATION SHEET**

FIRM'S NAME			
REGISTERED OFFICE			
ADDRESS			
CITY			
STATE			
PINCODE			
TELEPHONE NO.			
FAX NO.			
CORPORATE E-MAIL I.D.			
WORKS ADDRESS			
CITY			
STATE			
PINCODE			
TELEPHONE NO.			
FAX NO.			
YEAR OF ESTABLISHMENT			
CLASSIFICATION OF INDUSTRY	SMALL / MEDIUM / LARGE SCALE		
<b>STATUS</b>	1) PUBLIC 2) PARTNERSHIP 3) PROPRIETARY AND PRIVATE		
NAME OF OWNER			
CONTACT PERSON			
DESIGNATION			
PHONE NO.			
<b>DETAILS OF TURNOVER</b>			
<b>YEAR</b>	<b>TURNOVER</b>	<b>PROFIT AFTER TAX</b>	<b>NO.OF EMPLOYEES</b>
2024-25			
2023-24			
2022-23			
<b>GST No.</b>			
BANKERS DETAILS			
ADDRESS			
CITY			
PIN CODE			
INCOME TAX (PERMANENT) NO.			
ACCOUNT NUMBER			

LIST OF MAJOR ORDERS EXECUTED FOR REFERENCE:

-----

S.NO.	ITEM	COMPANY	QUANTITY
1.			
2.			
3.			

WHETHER REGISTERED WITH	DGS&D / NSIC / SSI
IF SO REGISTRATION NO.	
ITEM MANUFACTURED	
SUPPLIED	
LEAD TIME REQUIRED FOR	NO. OF DAYS
HAVE YOU SUPPLIED PAC OR ANY OF THE SUPPLY TO NEPA LTD. PREVIOUSLY, IF SO ORDER REF.	YES/ NO
<b>DETAILS OF EARNEST MONEY:- NOT APPLICABLE, PBG SHALL BE SUBMITTED BY SUCCESSFUL BIDDER WITH IN 15 DAYS OF AWARD OF PO.</b> (Please attach DD as per list in technical specifications)	
AMOUNT IN Rs.:	NEFT DETAILS/DD NO.:
DEPOSIT :	BANKER'S NAME :

**NEPA LIMITED : NEPANAGAR (MP)**

**Bidder instructions for filling the tender document.**

1. Intending bidders are requested to study carefully the bid documents including the terms and conditions enclosed before submitting their bid.
2. Bidders are requested to quote rate strictly as per our specifications.
3. Bids documents are not transferable.
4. **Price Part** :Prices quoted should be firm on F.O.R. Napanagar basis giving breakup of basic price, GST and any other tax if payable and transportation charges. Breakup is must while submitted your offer (**Ref. Annexure-D- PART 'B'**).**Price part of only those suppliers will be opened whose PART-A is accepted.**
5. **EMD**:- Applicable.
6. EMD / PBG: - SUPPLIER SHALL SUBMIT EMD / PBG  
EMD / PBG MAY BE SUBMITTED IN FORM OF DEMAND DRAFT/ NEFT / RTGS IN FAVOUR OF NEPA LIMITED, PAYABLE AT NEPANAGAR, MP-450221.  
  
EMD / PBG MAY BE SUBMITTED IN FORM OF NEFT / RTGS/ELECTRONIC TRANSFER IN THE ACCOUNT OF NEPA LIMITED. ACCOUNT DETAILS ARE AS UNDER-  
  

Current account no	: 951820110000133
Bank name	: Bank of India
Branch	: Napanagar
Ifsc code	: BKID0009518
Branch code	: 009518
7. Fax/Telex/Telegraphic offers will not be considered.
8. Offers should be valid for 120 days from the date of opening for our acceptance.
9. The Company may accept/reject the whole or part of an offer without assigning any reason. The Company may split the quantity required between two or more bidders as per government guidelines for "**Public Procurement (Preference to Make in India) Order, 2017**" issued by DIPP and "**Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012**" issued by MoSME.
10. Bids not submitted strictly in accordance with the general terms and conditions are liable to be rejected.
11. Offer shall not be accepted if payment terms quoted other than our terms.
12. The offers submitted with payment terms through L/C shall be rejected.
13. For other terms please refer our general conditions of the tender attached herewith.  
Please submit the Bid by the schedule date and time.

Thanking you,

**General Manager (Work & Project)**

## **GENERAL CONDITIONS OF THE TENDER**

1. Intending bidders are requested to study carefully all the tender documents/conditions and understand the tender/contract conditions before quoting their rates.
2. Tendered will submit along with the tender their past performance with convincing proof of their having supplied such quality material as per the schedule of tender to other reputed consumers/organization/Companies.
3. The quantity indicated shall have to be supplied according to delivery schedule to be specified by Company.
4. The tendered should submit a certificate regarding their financial standing. The tender should be accompanied with the latest Annual Report or Balance Sheet.
5. The tenderers should clearly indicate whether they are manufacturers or agents of manufacturers of the material offered. In case, they are agents of the manufacturers, the name, full address, phone Nos., Fax Nos., Registration No. etc. of the manufacturers should be clearly stated. The tenders shall indicate the turnover, plant capacity, equipment's available etc., as given in the **Annexure-C Part-A**. Particulars about tendering firm should be furnished in the enclosed form **Annexure-C Part-A**.
6. The company reserves the right to accept any tender or reject all tenders either in full or part without assigning any reason for doing so/ or carry out negotiations as considered suitable by the company. The company also reserves the right to split up the tender between two or more tenderers. Any revision in price/terms and conditions of the tender submitted by the tenderers on their own accord after opening of the tenders shall not be accepted by the company.
7. The rate should be quoted in figures as well as in words. In case of difference in figures and words, the amount in words should be considered.
8. The rate should be quoted on F.O.R. Nepanagar basis including GST, Insurance, Cess or any other tax or levies as applicable. Transit Insurance, Transportation charges etc. are to be mentioned separately.
9. All the supplies received at our end will be checked in our factory at Nepanagar.
10. Notwithstanding anything herein contained the suppliers will undertake to be responsible for the safe arrival of the goods in good condition and without any loss or damage at the final destination and until the same be actually delivered to and received by the Mills at its works or other places of final destination and for this purpose goods carried by Railway or other carriers shall be deemed to be so carried at the risk of suppliers. If on inspection at the final destination the Mills discover any loss in the goods supplied or that they are received in damaged or broken condition and that in the opinion of the Mills that they are not of the contracted quality or specification, the Mills shall be entitled (Notwithstanding that the goods shall have passed to the Mills) refuse/acceptance of or reject the goods altogether and claim damages or cancel the contract and buy its requirement in the open market against the suppliers cost and risk in due fulfillment of the contract.

11. The tendered would remain fully responsible to the company for the quality and quantity of such material and for full execution of the order. If at any time it is found that the tendered, his/their sub-suppliers, agents and/or employees is/are involved and are indulged in malpractice of the company shall be at liberty to claim compensation from the tendered for the loss incurred and/or confiscate the Security Deposit without any further notice to the tendered and also at the risk of the tendered.
12. Price quoted should be firm for the entire period of contract. The price however will be subjected to variation (Plus or Minus) only to the extent of changes in statutory duties and levies on the finished product. The tendered should clearly indicate in the offer extent of duties and levies included in the price quoted by them. The claim for increase in price on the above account will be required to be supported with evidence.
13. The Company reserves the right to increase or decrease the quantity on order up to 50% (Fifty). However, the company, at its discretion, to further increase the quantity of the contract or the total tendered quantity keeping the period of supply and terms and conditions of the contract unchanged.
14. The offer should remain firm and valid for acceptance by the company up to a period of **120 days (One hundred Twenty)** from the date of opening of tender.
15. **EMD:- applicable.**
16. Security Deposit/Performance Bank Guarantee, which is liable to be forfeited in case of breach of any of the terms of contract. In the event of the supplier failing to supply the material ordered in full or in part as per the schedule given by the company and the company having required to purchase the same at a higher price from other sources, the suppliers will be liable to pay such extra cost to the Mills. **The Security Deposit will be released after completing the supply satisfactorily.** The Earnest Money Deposit of unsuccessful tenderers will be refunded to them and Security Deposit will not bear any interest.
17. If the supplier shall desire extension of time for completion of the supply on the ground of the their having been unavoidably hindered in their execution or any other ground, they shall apply in writing to the Mills within 7 days of the date of hindrance on account of which they desire such extension as aforesaid on the Mills, if in their opinion, finds reasonable company may allow such extension of time. In case of extension of time given if granted it shall be without prejudice to the company's right to recover loss or damage suffered due to delay in execution of the supply and shall not be deemed to constitute waiver thereof. Any application for extension of time made by the suppliers after expiry of due date for completion of the supply as per terms/contracts shall not be entertained or be deemed valid.
18. The company will not undertake any responsibility for deterioration of the quality on account of transit delayed.
19. CAUSE OF FORCE MAJEURE: Act of God (like Earthquake/Floods/Storms etc.) act of Estates the direct and indirect consequence of wars (declared or undeclared) Hostilities, National emergencies, Civil Commotion's, strikes and lock outs (only those which

exceeds duration of 10 continuous days) of seller's complete work or any other reason beyond the control of the seller and if accepted by the Purchaser. (The seller shall immediately inform the purchaser giving the details and documentary proof at the beginning and end of such impediments. It is understood that delivery dates will be extended only for the duration of above mentioned impediments.

21. In case a party agrees to all the terms and conditions of Part – A i.e. Technical and Commercial Bid and if they subsequently place any other terms and conditions in Part-B or go back from the earlier accepted as in Part – A, the full amount of EMD/PBG will be forfeited and their offer will not be considered for evaluation. EMD APPLICABLE.
23. Such tenders are not submitted strictly in accordance with the instructions/conditions mentioned herein above considering conditional offers may liable to be rejected.
24. **GST:** Kindly quote 'GST' if payable extra on total basic rate of each item, please quote GST in '%' inclusive of cess. Mention GST Registration Number (15 digits GSTIN).

If bidder is not liable to take GST registration, i.e., having turnover below threshold of Rs 20 lakhs (Rs 10 lakhs for NE & special Category States), bidders need to submit a certificate to that effect and agree to indemnify the company against future GST liability, during the concurring of the contract.

Further the bidder should notify Nepa Ltd within 15 days from the date of becoming liable to GST and such registration should be submitted to Nepa Ltd.

Those bidders who have opted for Composition scheme under GST, they have to submit a declaration to Nepa Ltd indicating their GST registration no.

HSN (Harmonized System of Nomenclature) code for the goods being supplied by the vendor for each item covered under this tender has to be declared in the Technical bid.

Services Accounting Code (SAC) for classification of services under GST for each item covered under this tender has to be declared in the Technical bid.

25. **Input Tax Credit** Vendor/Supplier/Contractor declares that: 1. Vendor/Supplier/ Contractor shall ensure timely submission of invoice (s) as per rules/regulations of GST with all required supporting documents(s) within a period specified in Contracts/LOA to enable Nepa Ltd to avail input tax credit.

Further, returns and details required to be filled under GST laws & rules should be timely filed by bidder/supplier with requisite details.

Vendor/Supplier/Contractor would promptly pay GST, as per law for the supplies made to Nepa Ltd and would upload returns within the prescribed time to enable Nepa Ltd, to avail the input tax credit [ITC].

All necessary adjustment vouchers such as Credit Notes/Debit Notes for any short/excess supplies or revision in prices or for any other reason under the Contract shall be submitted to Nepa Ltd as per GST provisions.

In the event of default on his part in payment of tax and submission/ uploading of monthly returns, Nepa Ltd is well within its powers to withhold payments, especially the tax portion, until Vendor/Supplier/ Contractor corrects the default and/or complies with the requirements of GST and

produces satisfactory evidence to that effect or upon GST appearing on the Company GST portal.

If, as a result of any delay or default on his part, Nepa Ltd, is rendered unable to avail ITC, he would, at his own cost, get the shortcoming rectified in the return to be filed immediately thereafter.

In case GST credit is delayed/denied to Nepa Ltd reversed subsequently as per GST law, due to non/delayed receipt of goods and/or services and/or tax invoice or expiry of timeline prescribed in GST Law for availing such ITC, non-payment of taxes or non-filing of returns or any other reason not attributable to Nepa, GST amount shall be recoverable from Vendor/Supplier/Contractor along with interest levied/livable on Nepa Ltd.

In the event of delay getting ITC to Nepa Ltd, due to reasons attributable to Vendor/Supplier/Contractor, Nepa Ltd, reserves the right to recover interest at 12% on the tax credit so available for the number of days the ITC was delayed.

Nepa Ltd may recover such amount from the Security Deposit or any such Deposit/Credit Balance/future payments. Accordingly, Nepa Ltd will raise Invoice/Debit note on the Vendor/Supplier/Contractor.

Nepa Ltd, reserves the right to suspend/cancel/terminate the contract in the event of frequent/multiple/repeated defaults by the Vendor/Supplier/Contractor in complying with the above requirements as per GST and Vendor/Supplier/Contractor shall be put under Holiday list as mentioned in the Contract.

In case the short coming is not rectified by the Vendor/Supplier/ Contractor and Nepa Ltd ends up in reversal of credits and/or payments, Vendor/Supplier/Contractor is fully liable for making good all the loss incurred by Nepa Ltd as a result of default.

Any GST liability arising on Nepa Ltd under reverse charge before actual receipt of goods and or services and/or invoice thereof would be subject to recovery of interest livable for the period between the date of such liability and actual date of eligibility of ITC based on receipt of goods, receipt of invoices and other conditions specified in GST law, as applicable.

In case the GST rating of vendor on the GST portal/Govt. official website is negative/black listed, then the bids may be rejected by Nepa Ltd. Further, in case rating of bidder is negative/black listed after award of work for supply of goods/services, and then Nepa Ltd shall not be obligated or liable to pay or reimburse GST to such vendor and shall also be entitled to deduct/recover such GST along with all penalties/interest, if any, incurred by Nepa Ltd.

To make the ITC is available to Nepa Ltd promptly; the vendor/contractor undertakes to upload scanned copy of invoice with the supporting documents in the portal specifically designed for the purpose in Nepa Ltd website within 3 days of dispatch/completion of service from his end. Noncompliance of the same shall attract the penal clauses as may be reasonably decided Nepa Ltd.

Any late delivery i.e., delivery after the due date attracts damages. It is agreed by the bidder that such damages become recoverable by Nepa Ltd with applicable GST thereon.

26. **Exemption to verified MSE/ startups:** In order to encourage participation of MSMEs and Startups, certain relaxations are applicable. However, **no relaxation shall be provided in respect of experience criteria**, and all bidders, including MSMEs and Startups registered under DPIIT, must fulfill the prescribed experience requirements in full.

Further, a relaxation of **up to 30% in the turnover criteria** may be considered for MSMEs and Startups, **subject to submission of a specific request along with valid supporting documents.**

27. **Make in India clause:** The provisions of the revised public procurement (preference to make in India) order 2017 - dated 04th June 2020 (and subsequent amendments, if any) by department for promotion of industry and internal trade, GOI shall apply to this bid/tender to the extent feasible.
28. This tender document complies with the "**Public Procurement (Preference to Make in India) Order, 2017**" issued by DIPP and "**Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012**" issued by MoSME.
29. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for 25%(selected by Buyer) percentage of total QUANTITY.
30. **Preference to Make In India products (For bids < 200 Crore) :** Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed

to participate .In case Buyer has selected Purchase preference to Micro and Small Enterprises clause in the bid, the same will get precedence over this clause.

**General Manager (Work & Project)**

**PART 2: PRICE BID**

**PART-2 A: PRICE BID**

**SCHEDULE OF LUMPSUM PRICE/Year  
(FORM NO. 1)**

Sl. No.	Description	UNIT	Amount in INR
1.0	Mechanical maintenance of power plant as per scope given in tender <b>(inclusive of all taxes, GST, duty, cess &amp; Govt. levy)</b>	Lumpsum price /Year Rs	<b>Rs. in words</b> ..... .....
			<b>Rs. in Figures</b> ..... .....
	<b>Sub Total</b>		
	<b>Total</b>		

**Notes:**

The quoted Lump sum price/ Year shall also include any other item of work not specifically mentioned above but has been spelt out elsewhere in the tender document and is required for completion of the entire work.

Signature of the  
Bidder:  
Name:  
Seal:  
Mobile:

**PART-2 B: PRICE BID**  
**SUMMARY OF BREAKUP PRICES (FORM 2)**

Sl. No.	DESCRIPTION	Amount in INR
	<b>DETAILED BREAK UP OF LUMPSUM PRICE FURNISHED IN FORM NO.1</b>	
<b>A.</b>	<b>Description of Work</b>	
1.	Mechanical maintenance of power plant as per scope given in tender <b>(Basic Price) per year</b>	
<b>B.</b>	<b>Taxes &amp; Duties</b>	
1.	CGST@ 18%	
2	Any other	
<b>3</b>	<b>Total (B1+B2)</b>	
<b>C.</b>	<b>TOTAL (A1 + B3 )</b>	

**Total in Words:**

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(\*) This should match with the Lump sum Price furnished in Sr. No. - 1.0 of FORM 1

Signature of the Bidder:

Name:

Seal:

Mobile:

**Annexure- F**

**“Please submit below mentioned undertaking in party letter head or sealed and signed”**

**ACCEPTANCE OF ADDITIONAL TERMS &  
CONDITIONS**

TENDER ID NO. \_\_\_\_\_ DATE \_\_\_\_\_

I hereby certify that I agree to the additional terms & conditions added by the buyer, and I truly understand that these additional terms & conditions supersede all other general terms & conditions or service level agreement.

If we withdraw or modify our bids during period of validity of bid etc. Then we will be suspended for the period of 03 years from the date of opening of bid.

Our firm has not been blacklisted/debarred by government of India/reserve bank of India /any PSU during last five years.

The firm is competent and legally authorized to submit the tender and / or enter the legally binding contract.

Company sealed and signed.