



NTPC SAIL POWER COMPANY PVT LTD

(A Joint Venture of NTPC & SAIL)

Captive Power Plant -II, D.S.P. COMPLEX

DURGAPUR-713203, DIST- BURDWAN (W. B.)

Phone: 0343-2005090 / 2005080 / 2005085, Tele Fax-0343-2002395

Contracts & Materials Management Department

Invitation of Applications for Vendor Enlistment

Durgapur

Ref.No. NSPCL/DGP/ C&M / A3/ 2013

Dt. 13.01.2014

NSPCL, a joint venture of NTPC & SAIL, at Durgapur, West Bengal invites Sealed applications from eligible vendors for enlistment of following items / services for 2 x 60 MW power plant for a period of three (3) years.

Pkg Code	Description of Services(works)	Application Fee in Rs.
B3	Insulation Work in Boiler, Turbine , Duct & Auxiliaries Areas	Rs.2500/-
B7	Repairing of coal nozzles, replacement of coal pipes and repairing of platforms etc.	Rs.1000/-
B19	Hiring of Vehicles for 3 Years deployment – Four wheeler Diesel Powered Vehicle- AC/ Non AC	Rs.1000/-

The application form is available free of cost for download from website / collection from office of DGM(C&M), NSPCL,Durgapur up to **03.03.2014** & Last date of submission of application is **15.03.2014**. Application Form, Qualifying Requirements & Application Fee along with instructions to applicants are elaborated hereunder.

Agencies already applied for similar job B 3 AND B 7 in last NIT for vendor enlistment ,vide ref NSPCL/DGP/ C&M / A3/ 2013 Dt. 30.07.2013, are not required to submit application fees, but may submit additional documents as per fresh selection criteria, mentioning their previous application reference.

Dy. General Manager (C & M)

1. **Application form:** The prescribed Application Form enclosed herewith should be furnished by all the applicants for the applicable/ relevant clauses.
2. **Application fee :** Application form to be submitted by the vendor alongwith application fee as specified against each item/ contract above in the form of a crossed account payee Demand Draft from a nationalized Bank/ scheduled Bank drawn in favour of 'NSPCL Durgapur'. No other mode of payment is acceptable.
 - 2.1 For contract cases applicants applying for multiple packages need to pay only single application fee. (Example : If an applicant applies for both Pkg code B3 & Pkg code B7 single application fee of Rs. 2500/- need to be paid).
 - 2.2 **All applicants registered with NSIC & MSME are exempted from application fee.**
3. **Qualifying Requirements (QR) :** 'QR' for each package has been mentioned separately. Applicants have to meet relevant QR of the package for which application is submitted. All necessary documents as mentioned in the each QR have to be submitted alongwith application.
4. **How to Apply :**
 - a) Interested applicant should submit application form as prescribed duly filled in and signed alongwith covering letter in the letter head of the company.
 - b) Application must accompany with necessary application fee as instructed in detail.
 - c) Applicants registered with NSIC/MSME must furnish copy of the certificate to avail exemption of application fee.
 - d) Applicant must meet qualifying requirements as specified for each package. All supporting documents as mentioned in the QR should be submitted alongwith application & Q.R. Format duly filled in details as enclosed.
 - e) The application for vendor registration complete in all respect should be sent in a sealed envelope super-scribing " Application for vendor enlistment for --- --- --- --- --- --- --- --- --- --- (Pkg Code)".
 - f) The application should be addressed to AGM(C&M), NSPCL, CPP-II, DSP Complex, Durgapur-713203, W.B.
5. **General Note:**
 - a) Any information/data furnished by the Applicant found to be incorrect or false or misleading at any point of time would render him liable to be debarred from the Enlistment.
 - b) NSPCL reserves the right to cross check and confirm the information /details furnished by the Applicant.
 - c) Notwithstanding anything contained in this application for Enlistment, NSPCL reserves the right to accept or reject any application and annul the process and reject all applications at any time without any liability or any obligation for such acceptance, rejection or annulment without assigning any reasons
 - d) NSPCL will process all future procurements / contracts through e-procurement / e-tender only. All the interested applicants should have required facility for the same.

Address for Communication and submission of Completed Application from:**DGM (C&M),**

NTPC-SAIL Power Company Private Limited,

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Contracts & Materials Management Department

Email Address : nspclgdgp.cm@gmail.com

Application Form for Enlistment of Contractors

1.0	GENERAL:			
1.1	Name of the Organization			
1.2	Full Address for correspondance :			
	Telephone & Fax No. etc.			
	Mobile No. of the Concerned Person(s)			
	Email address			
	Website address			
	i) Registered Office			
	ii) Regional Offices			
1.3 (a)	Whether Registered with any other Deptt./ Registration No. Category Govt. /Quasi Govt. Organization etc (Preferably in Power Sector/Industry). Attach attested copies of certificates	Deptt/ Organization	Regn. No.	Products
1.3 (b)	i) Whether the Industry is SSI/NSIC certified ii) documentary evidence submitted	i) Yes/ No ii) Yes/No		
1.4	Organizational set up of the company in detail i) Whether Company ii) Whether Partnership iii) Whether Individual	i) Yes/ No ii) Yes/No iii) Yes/No		
1.5 (a)	In case of companies, date, place of Registration and certified copies of Memorandum of Association and Articles of Association to be furnished	Enclosed : Yes/No		
		Name of Directors		Status
	Names, Addresses and particulars of all the Directors should be furnished			

1.5 (b)	In case of partnership firm the names of all the partners and their addresses are to be furnished. Attested copies of Partnership deed to be attached. Original partnership deed to be produced for Verification on demand.	Name of Partner	Address
1.5 (c)	In case of individual following may be furnished.		
	full name		
	address		
	Place and nature of business		
	Cell no, ph no, email address		
1.6	Name & address of allied concerns, if any).		
1.7	Whether already registered or applied for registration in any other station of NSPCL or applied for registration in any other name either in individual or partnership	Yes / No	
		If Yes , details:	
1.8 (a)	A solvency certificate granted by a 1 st Class Magistrate or a certificate of the banker about turnover of transaction and financial capacity, original to be produced on demand (one copy must be enclosed)	Enclosed - Yes/No	
1.8 (b)	Balance sheet of the firm for previous THREE financial year attested by a Chartered Accountant (to be enclosed)	Enclosed - Yes/No	
1.9	Please give following along with copy of certificate / registration		
1	PAN No		
2	Central Sales Tax No		
3	State Sales Tax No		
4	PF No		
5	ESIC Registration No		
6	Service Tax Registration No		
1.10	Details of relatives employed in NSPCL giving full particulars i.e. name designation and the department unit in which working		
1.11	Expansion plan, if any'		
1.12	Brief history of labor Relations in the establishment in last one year. Specify strikes, lockouts, tool-down etc.		
1.13	Any other particulars/ merits in favour		

1.14	Whether, Micro, Small or Medium Industry as per MSMED Act '2006		MICRO		SMALL		MEDIUM	
2.0	TECHNICAL							
2.1	Package Code (Pkg Code) of Item for which Registration is sought (please mention the category as specified in the Notice/ Advertisement)		SI No	Package Code	Package Name/ Description			
			1.					
			2.					
2.2	If already worked as a supplier/ Contractor (give the following details)							
SI No	Name of the Power Station	Deptt	Items Supplies/ Nature of Work executed		Value	Year		
1.								
2.								
3.								
4.								
5.								
2.3	Vendors Bank Details	Bank A/C. No.	A/C type	A/C. Name	Banker Name	MICR / IFSC Code		
2.4	<i>List of enclosures</i>							
1	Banker's Certificate / Solvency Certificate		Yes / No					
2	PAN Card		Yes / No					
3	Central Sales Tax Registration Certificate		Yes / No					
4	State Sales Tax Registration Certificate		Yes / No					
5	Service Tax Registration No.		Yes / No					
6	List Important Customers		Yes / No					
7	Performance Certificate from important customers		Yes / No					
8	Balance Sheet for three FYs		Yes / No					
9	PF No		Yes / No					
10	ESIC Registration No		Yes / No					
I certify that all the information and data furnished by me in this application form are true and complete to the best of my knowledge.								
Signature of the Authorized Person of Applicant								
Name								
Designation								
Seal/ Stamp								
Phone, Cell no								
Email address								
Note:								
1	A separate sheet may be attached to any column where necessary							
2	Please indicate your priorities for registration							
3	Incomplete applications will not be considered							
4	Vendor need not to correspond on the subject; they shall be informed as soon as registration is finalized							

Package code B3

NAME OF WORK : INSULATION WORK IN BOILER AND TURBINE AREA NSPCL DURGAPUR.

Qualifying Requirements (QR):-

A . TECHNICAL CRITERIA :

Clause 1.0 :The Agency must have executed the job of Insulation in a Thermal Power Plant .

Clause 2.0: The Agency must have the experience in successfully executing similar work order within preceding 7 years as on last date of submission of application of the following and must submit Order copies of :

- a) One Similar executed Order Value which is not less than Rs 12.0 Lacs
or
- b) Two Similar executed Order Value which is not less than Rs 7. 5 Lacs each
or
- c) Three Similar executed Order Value which is not less than Rs 6.0 Lacs each

B. FINANCIAL CRITERIA : The Average Annual Turnover of the bidder in the preceding three financial years as on the date of submission of application shall be not less than Rs 15 Lacs.

NOTE;-1.Similar work shall mean that the work shall be for Overhauling / Maintenance / Annual Maintenance / Erection in a thermal power plant, where at least one item shall be of Insulation work .

2. Executed means the bidders should have achieved the progress specified in the selection criteria ,even if the total contract is not completed or not closed till last date of submission of application .

3.Proof of completion to be submitted – a) Completion certificate or b) Final Bill copy. Or c) Joint protocol signed with customer and bidder OR (d) Running Account Bill . OR (e) Final Amendment of relevant Order.

4. For Financial Selection criteria, agencies must submit copy of audited Balance sheet & Profit and Loss account statement for the specified period. In case audited Balance sheet is not available ,agency to submit certificate of financial statement from a practising chartered accountant . Other income shall not be considered as turn over.

Package code B 7

NAME OF WORK : COAL NOZZLE REPLACEMENT, COAL PIPE JOBS, COAL BUNKER AND MISCELLANEOUS FABRICATION JOBS IN CPPII NSPCL DURGAPUR.

Qualifying Requirements (QR):-

A . TECHNICAL CRITERIA :

Clause 1.0 :The Agency must have executed the job of coal burner/ nozzle replacement or coal bunker relining in a Thermal Power Plant.

Clause 2.0: The Agency must have the experience in successfully executing similar work order within preceding 7 years as on last date of submission of application of the following and must submit Order copies for:

- a) One Similar executed Order Value which is not less than Rs 20.0 Lacs
or
- b) Two Similar executed Order Value which is not less than Rs 12.5 Lacs each
or
- c) Three Similar executed Order Value which is not less than Rs 10.0 Lacs each

B. FINANCIAL CRITERIA: The Average Annual Turnover of the bidder in the preceding three financial years as on the date of submission of application shall be not less than Rs 25 Lacs.

NOTE1.-Similar work shall mean that the work shall be for Overhauling / Maintenance / Annual Maintenance of boiler or boiler area where at least one item shall be either coal burner / nozzle replacement or coal bunker relining.

2 Executed means the bidders should have achieved the progress specified in the selection criteria ,even if the total contract is not completed or not closed till last date of submission of application.

3.Proof of completion to be submitted – a) Completion certificate or b) Final Bill copy. Or c) Joint protocol signed with customer and bidder OR (d) Running Account Bill . OR (e) Final Amendment of relevant Order.

3. For Financial Selection criteria, agencies must submit copy of audited Balance sheet & Profit and Loss account statement for the specified period. In case audited Balance sheet is not available ,agency to submit certificate of financial statement from a practising chartered accountant . Other income shall not be considered as turn over

Package code B 19

NAME OF WORK :Hiring of Vehicle for 3 Years deployment - Four wheeler Diesel Powered Vehicle – AC / Non AC Car : Ambassador,Indica, Indigo,Travera etc, and Bolero,Sumo,Scorpio etc.

Category A 12 Hrs deployment per Day

Category B 24 Hrs deployment per Day

Category C 8 Hrs deployment per Day

Qualifying Requirements (QR):-

1,FINANCIAL CRITERIA:

The Average Annual Turnover of the bidder in the preceding three financial years as on the date of submission of application, i.e for 2010-2011,2011-2012,2012-2013 shall not be less than as follows:

Category A) RS 4.5 Lacs

Category B) Rs 6.8 lacs.

Category C) Rs 3.9 lacs

2. TECHNICAL CRITERIA -Experience of Similar Work: .

The bidder should have executed order for similar work i.e Hiring of Vehicle ,during last 7 years as on last date of submission of application for-

a) at least one similar work of value not less than for:-

Category A Rs.11.15 Lacs

:- **Category B Rs 16.32 Lacs**

Category C Rs 9.40 Lacs

and should submit the copy of the order.

Or

b.) The bidder should have executed , as on date of submission of application, at least two similar works of value not less than for

Category A Rs.6.97 Lacs each

Category B Rs 10.20 Lacs each

Category C Rs 5.87 Lacs each

and should submit the copies of the orders

Or

c) The bidder should have executed as on last date of submission of application , at least three similar works of value not less than for

Category A Rs.5.57 Lacs each

Category B Rs 8.16 Lacs each

Category C Rs 4.70 Lacs each

and should submit the copies of the orders.

Notes :

1.Similar Work means Hiring of Four Wheeler Vehicle.

2. Executed means the bidders should have achieved the progress specified in the selection criteria ,even if the total contract is not completed or not closed till last date of submission of application .

3.Proof of completion to be submitted –

a) Completion certificate or b) Final Bill copy. Or c) Joint protocol signed with customer and bidder OR (d) Running Account Bill . OR (e) Final Amendment of relevant Order, as per Q R no 2.

4. For Financial criteria, agencies must submit copy of audited Balance sheet & Profit and Loss account statement for the specified period. In case where Balance sheet is not applicable or audited Balance sheet is not available ,to submit certificate of financial statement from a practising chartered accountant . Other income shall not be considered as turn over.

