

No.04-04/W/2697

Raipur, date 04/01/2021

### **E-TENDER NOTICE**

Online bids are invited through CSPCL e-bidding system (SAP SRM) from contractors registered in appropriate class in CSPGCL. The unregistered contractor having work experience in Govt./Public Sector Undertaking/Local bodies/Power Generating Companies in India only may also be considered on submission of experience certificate for following work as mentioned below :-

Sl. No.	Tender Specification No.	Name of Work	NIT value i/c 18% GST (Rs.)	EMD (Rs.)	Completion period (incl. Rainy season)	RFx No.
1	CEC/HTPS-KW/W/2020/228	Annual maintenance and upkeep of nursery & garden situated in different location in (Erector Hostel Garden, Infront of Addl. C.E. (CMG) Office, In-front of Shiv/Gayatri Mandir) in colony complex at HTPS, CSPGCL, Korba West.	4.46 Lacs	4,500/-	24 Months	81000 19811

Cost per tender form is Rs. 236/- (Rs.200/- + 18% GST). The due date & time for submission of bids Tender Cost & EMD is 23.01.2021 (up to 15:00 Hrs) and bid opening date (Techno commercial bids) is 25.01.2021 (up to 16:00) Hrs respectively. The tender document can be viewed and downloaded online from our e-bidding portal <https://ebidding.cspcl.co.in:50724/irj/portal>.

Note:- (i) Maintenance period for the work shall be Nil.

(ii) Experience of similar nature of Horticulture/Gardening work is required for work.

#### **A. Eligibility Criteria :-**

- I. For registered contractors - Registered in A-I & above category in CSPGCL.
- II. (a) For unregistered contractors - The firm should have executed 80% of estimated value for single civil work or 60% of estimated value for two civil works or 40% of estimated value for three civil works during previous three years ending 31.03.2020.  
(b) The Bidders shall have registration in EPF department and submit its proof. They will also submit acknowledged copy of submission of income tax return submitted to I. T. Department of last three years ending FY 2019-20.
- III. GST Registration :- The contractor have to submit the copy of their GST registration to ensure whether they fall under (A) Registered dealer (b) Unregistered dealer (c) Composite dealer.

Note:- (i) **Extremely Important - Bidders to note this to avoid bid rejection.**

"All the documents required in the eligibility criteria are to be uploaded in e-bidding site on or before the date of submission of e-tender, failing which the tender submitted shall be rejected without opening of price bid. No any additional/new documents after cut off date of bid submission shall be allowed".

(ii) All the documents / statements / attachments / information submitted by a bidder in proof of the qualifying requirements must be authentic / genuine / correct. In case, any of the said documents / statements / attachments / information is found to be false / fake / forged / misleading, the bidder will be disqualified and action will be taken against the bidder as per relevant provisions of the tender.

#### **B. GUIDELINE for participation in SRM/E-tender :-**

- i. **Access to Tender Document :-** Tender document can be accessed from our e-tender portal. Bid creation/ submission can be completed after logon to our e-tender portal using valid LOGIN ID/Password, allotted to vendors. Please ensure that you have the vendor code, user ID and Password. In case you do not have either vendor code, user ID and password, please contact Chief Engineer (Civil)/EITC department well in time and at least three days before last date of paying the tender fee.

#### **ii. Process for online payment of Tender Fee:**

The bidder shall deposit the Tender Fee amount as mentioned in the NIT. Process for Online.

#### **Payment of Tender Fee:**

- a. Bidder can participate in Tender only after the successful payment of Tender fee.
- b. Bidder has to pay Tender Fee online through CSPCL e-Bidding portal.
- c. For payment of Tender Fee, bidder can pay through the following payment modes of the Bill Desk (Payment Gateway Provider):

Mode	Transaction Charge
Credit Card	1.25% of amount +Taxes
Debit Card	0.75% (upto Rs. 2000) & 1.00% (> Rs. 2000) + Taxes
Net Banking	Rs. 10/- + Taxes

All the above transaction charges will be borne by the bidders.

- d. Online payment transaction charges will be displayed to the bidder as soon as bidder clicks on the "Payment" option and also in respective bank page after redirecting to Bank portal.
- e. Bidder can pay Tender Fee before the Submission deadline of Rfx/Tender in e-bidding portal. Once the submission deadline is over, system will not allow to paying online Tender Fee.
- f. Bidder can download the payment receipt of Tender Fee immediately after its successful payment.
- g. The payment of Tender fee is non-refundable as per prevailing practice.

**iii. Process for online payment of Earnest Money Deposit (EMD);**

- a. The bidder has to pay EMD online through CSPCL e-Bidding portal (if not exempted). Online EMD payment will be allowed only if the Tender Fee has been paid.
- b. For payment of EMD, bidder can pay through the following payment modes of the Bill Desk (Payment Gateway Provider):

Mode	Transaction Charge
Credit Card	1.25% of amount +Taxes
Debit Card	0.75% (upto Rs. 2000) & 1.00% (> Rs. 2000) + Taxes
Net Banking	Rs. 10/- + Taxes

All the above transaction charges will be borne by the bidders.

- c. Online payment transaction charges will be displayed to the bidder as soon as bidder clicks on the "Payment" option and also in respective bank page after redirecting to Bank portal.
- d. Bidder can pay online EMD before the Submission deadline of Rfx/Tender in e-bidding portal. Once the submission deadline is over, system will not allow paying online EMD.
- e. Bidder can download the payment receipt of EMD immediately after its successful payment.
- f. Bidder's bid will be considered only if Tender fee is paid and EMD is received by CS Power Generation Companies.

**Tenders without valid Earnest Money shall be summarily rejected.**

- iv. Technical Bid (online) & EMD (online) for the above tender shall be opened on Bid Opening Date. Date of Price Bid opening (online) shall be intimated later on to all qualified bidder in due time.

**v. Bid submission :-**

- a. This is a E-tender case and bidders shall submit bid ONLINE only. Bids sent in physical form through any other means/media is not at all acceptable & it will be rejected.
- b. Confirmation of acceptance of complete tender document, errata, NIT, Declaration by the bidder and schedule etc., are to be attached in Rfx information Tab (Notes and Attachment).
- c. All the bid related documents are to be uploaded with your digital signatures in the tender document folder under created bid option.
- d. All attachment in Rfx information Tab (Notes and Attachment) should be either on the letter pad of company OR Company name should be mentioned on Header or Footer level.

**vi. OTHERS**

- a. It is to be ensured that vendors should have valid Login ID/Password before creation of Bid. Please contact CSPGCL well in advance to get the same.
- b. Vendors should have valid Class-II & III Digital Signature with sufficient validity to participate in E-Tender/SRM.

**vii. Help Desk (problem related with Login ID/C-Folder (Rfx section) attachment**

In case of any problem related with login ID/Password & C-folder, vendors may please contact on following nos, Helpdesk contact Nos. 0771-2576672/73.

**Note -**

- a. CSPGCL reserves the right to access the capacity of bidders after scrutiny of applications and reserves the right to reject any or all tenders without assigning any reasons.
- b. CSPGCL will not be responsible in any way for late receipt of request for tender documents/EMD/bid due to any postal delay or delay in any form in transit or breakdown in the internet communication system etc. at the end of the vendor.

**IMPORTANT INSTRUCTIONS/NOTES FOR E-BIDDING :-**

- i. Please note that this tender is exclusively and entirely processed online, hence the bidder should keep proper record at his end.
- ii. Please note that e-mail is always system generated, hence bidders are advised to regularly check their inbox/junk mail box.
- iii. Bids are accepted only through online procedure. Hard copy of bid shall not be accepted.
- iv. CSPGCL shall not assume any responsibility for non-supporting of system, internet, line & associated hardware and software for bidding their tender. No extension in time shall be granted on such grounds. It is strongly recommended not to wait for submission of bid in last minutes as internet/technical problem may disrupt their works.
- v. Rates should be quoted online & in specified fields only. Once the rates are filled & locked, no change on any ground whatsoever will be accepted.
- vi. After dead line, no alteration in the tender will be allowed by the system.
- vii. CSPGCL will not accept incomplete bid.

**D. It is mandatory to submit :-**

- i. Scanned copy of Detailed NIT, complete tender document, Errata, Schedule and any other document attached duly signed and sealed on each page by the authorized signatory of the firm.
- ii. Tender documents will be displayed in online tender display at Technical RFx section.
- iii. For online submission of bid, the bidder may take online help from e-bidding vendor user manual displayed on website <http://ebidding.cspcl.co.in:50700/irj/portal>.
- iv. Tender shall be opened in the scheduled time as notified. If the due date of opening/submission of tender document is declared a holiday by the Govt./Local administration, it will be automatically shifted to next working day for which no prior intimation shall be given. Tender opening shall be continued on subsequent days, in case the opening of all tenders is not completed or due because of the technical constraints of system on the day of opening. It may be noted that the due date of opening/time may be altered/extended if desired by CSPGCL without assigning any reason. However, intimation shall be available on company's tender portal/bidders email (if participation shown). The bidders are requested to keep track of the same.
- v. User ID, Password, Digital signing certificate and Digital Encryption Certificate are required for participation for any tender. For user ID and Password requesting you to contact with concerning department.
- vi. Before participating needs to read carefully all instructions and processes. User manual and instruction documents are available in our website [www.cspc.co.in](http://www.cspc.co.in) or click on in our bidding portal.
- vii. If due to any reason the documents required are not attached in bid, CSPGCL will not be responsible & such tenders would be out rightly rejected.
- viii. If the documents are shown attached in bid but due to any reason could not be opened, another copy will be accepted by mail on request of CSPGCL.

**E. GENERAL INSTRUCTIONS :-**

1. E-mail/Fax/Telegraphic tender offers will not be accepted.
2. Enabling for download of tender documents to firm does not make them qualify to award the contract.
3. The Chief Engineer (Civil) on behalf of the company shall have right to either accept any of the bid or reject any or all the bids without assigning any reason.
4. CSPGCL shall not be responsible for delay in postal delivery of EMD/Tender Cost envelope.

**Chief Engineer (Civil)**  
**CSPGCL, Raipur**

//Save Electricity//