



आरईसी पावर डिस्ट्रीब्यूशन कम्पनी लिमिटेड  
**REC POWER DISTRIBUTION COMPANY LIMITED**

(A wholly owned subsidiary of REC Ltd., a 'Navratna CPSE' under Ministry of Power, Govt. of India)  
CIN no. of RECPDCL- U40101DL2007GOI165779

Corporate Office: 1016-1023, 10th Floor, Devika Tower, Nehru Place, New Delhi-110019  
Tel: 011-4412 8755 Fax: 011-4412 8768, Web: www.recpdcl.in, E-mail: recpdcl@rediffmail.com  
Regd. Office: Core-4, SCOPE Complex, 7 Lodhi Road, New Delhi-110003, Phone (011) 43091506 Fax: (011) 24365815

## Notice Inviting Tender

(Tender invited through e-Tendering mode only)

For

## Rate Contract for Supply of Tables and Chairs for Goa Electricity Department

**No. RECPDCL/TECH/Tables & Chairs-GED/e-Tender/2015-16/1336 Dated: 19.08.2015**

Description of task, Pre-qualifying criteria, e-tender submission format and procedure is available on REC Power Distribution Company Limited (RECPDCL) website ([www.recpdcl.in](http://www.recpdcl.in)), Rural Electrification Corporation (REC) website ([www.recindia.nic.in](http://www.recindia.nic.in)), Central Publication Portal ([www.eprocure.gov.in](http://www.eprocure.gov.in))

Important Dates for E- Tendering mode	
Date of Release of NIT	<b>19.08.2015</b>
Last date for queries / seeking clarification	<b>24.08.2015 at 1800 Hours</b>
Pre Bid Meeting	<b>25.08.2015 at 1100 Hours</b>
Last date of submission of Tender	<b>10.09.2015 at 1500 Hours</b>
Date of Opening of Technical bid	<b>10.09.2015 at 1600 Hours</b>
Date of Opening of Financial bid	<b>To be intimated later</b>

**Note:**

Online registration shall be done on e-tendering website i.e. [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) & in general, activation of registration may takes 24 hours subject to the submission of all requisite documents required in the process.

**-Sd-**

**(S.C. Garg)**

**Addl. C.E. O.**

[This document is meant for the exclusive purpose of Agencies participating against this bid and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued]



## INDEX

SI.NO.	SECTIONS	Particulars	Page no.
1	SECTION-I	TENDER INFORMATION	3
2	SECTION-II	PREFACE	4
3	SECTION-III	INSTRUCTIONS TO BIDDERS	6
4	SECTION-IV	SCOPE OF WORK	8
5	SECTION-V	GENERAL CONDITIONS OF TENDER	12
6	SECTION-VI	ELIGIBILITY CRITERIA	15
7	SECTION-VII	TENDER EVALUATION METHODOLOGY	17
8	SECTION- VIII	TENDER FORMATS	18



**SECTION-I**  
**TENDER INFORMATION**

Name of the assignment:

**Rate Contract for Supply of Tables and Chairs at Goa Electricity Department**

**Important information**

Si. No.	Event	Information to the agencies
1	Date of Release of NIT	19.08.2015
2	Last date for queries / seeking clarification	24.08.2015 at 1800 Hours
3	Pre Bid Meeting	25.08.2015 at 1100 Hours
4	Last date of submission of Tender	10.09.2015 at 1500 Hours
5	Date of Opening of Technical bid	10.09.2015 at 1600 Hours
6	Date of Opening of Financial bid	To be intimated later
7	Pre- Bid Meeting Address	REC Power Distribution Company Limited, 1016-1023, 10 <sup>th</sup> Floor, Devika Tower, Nehru Place, New Delhi- 110019, India Fax : 011-4128768
8	Tender Document	The details can be downloaded free of cost from the websites <a href="http://www.recpdcl.in">www.recpdcl.in</a> (or) <a href="http://www.recindia.nic.in">www.recindia.nic.in</a> (or) <a href="http://www.eprocure.gov.in">www.eprocure.gov.in</a> (or) <a href="http://www.tenderwizard.com/REC">www.tenderwizard.com/REC</a>
9	EMD #	Rs 1,00,000/-
10	Address for Bid submission	<b>Shri Subhash Chandra Garg,</b> Addl. Chief Executive Officer, REC Power Distribution Company Limited, 1016-1023, 10 <sup>th</sup> Floor, Devika Tower, Nehru Place New Delhi- 110019, India. Fax : 011-4128768 Email- <a href="mailto:recpdcl.goa@gmail.com">recpdcl.goa@gmail.com</a> / <a href="mailto:recpdcl@rediffmail.com">recpdcl@rediffmail.com</a>
11	Contact Person	<b>Shri Sunil Bisht ,</b> Assistant Manager (Technical) REC Power Distribution Company Limited (RECPDCL) Phone:011-44128760; Fax:011-44128768 Email- <a href="mailto:recpdcl.goa@gmail.com">recpdcl.goa@gmail.com</a> / <a href="mailto:recpdcl@rediffmail.com">recpdcl@rediffmail.com</a>

# **The EMD (Earnest Money Deposit)** is to be submitted by all the participating Bidders in the form of demand draft/Bank Guarantee of an amount of Rs.1,00,000/- (One Lakh only/-) of any schedule Indian bank in favour of REC Power Distribution Company Limited, Payable at New Delhi .The EMD of unsuccessful Bidder will be returned within 180 days from the period of expiry of NIT and EMD of successful Bidder will also be returned after acceptance of work order and submission of PBG (Performance Bank Guaranty) i.e. 10% of the Contract Value (within 30 days from receipt of PBG).

➤ The bid shall remain valid for a period of 180 days from the date of bid submission.

## **SECTION-II**

### **PREFACE**

Goa Electricity Department (GED) has recently awarded IT Implementation Works under Part-A of R-APDRP Scheme to M/s REC Power Distribution Company Limited (RECPDCL) with Tata Power Delhi Distribution Limited as its Technology Partner.

The Scope of Services includes Preparation of Base-line Data System for the project area covering Consumer Indexing, GIS Mapping, Automatic Metering (AMR) on Distribution Transformers and Feeders, and Automatic Data Logging for all Distribution Transformers & Feeders and SCADA / DMS system for big cities only. It would include Asset Mapping of the entire distribution network at and below the 11kV transformers and include the Distribution Transformers and Feeders, Low Tension lines, poles and other distribution network equipment. It will also include adoption of IT applications for meter reading, billing & collection; energy accounting & auditing; MIS; redressal of consumer grievances and establishment of IT enabled consumer service centers etc.

In addition to the Towns and Cities with a population of more than 30,000 (10,000 in case of Special Category States) as per population data of 2001 Census in Goa, the certain high-load density rural areas with significant loads, works of separation of agricultural feeders from domestic and industrial ones, and of High Voltage Distribution System (11kV) will also be taken up in R-APDRP Part-A scheme and accordingly four towns have been identified to be covered under the scheme as per the details mentioned in Table 1.

Goa, a tiny emerald land on the west coast of India, the 25th State in the Union of States of India, was liberated from Portuguese rule in 1961. It was part of Union territory of Goa, Daman & Diu till 30 May 1987 when it was carved out to form a separate State. Goa is India's smallest state in terms of area and the fourth smallest in terms of population. Located on the west coast of India in the region known as the Konkan, it is bounded by the state of Maharashtra to the north and by Karnataka to the east and south, while the Arabian Sea forms its western coast.

Panaji (also referred to as Panjim) is the state's capital. Vasco da Gama is the largest city. The historic city of Margao still exhibits the influence of Portuguese culture and renowned for its beaches, places of worship and world heritage architecture, Goa is visited by hundreds of thousands of international and domestic tourists each year. It also has rich flora and fauna, owing to its location on the Western Ghats range, which is classified as a biodiversity hotspot.

Goa covers an area of 3702 square kilometers and comprises two Revenue district viz North Goa and South Goa. Boundaries of Goa State are defined in the North Terekhol River which separates it from Maharashtra, in the East and South by Karnataka State and West by Arabian Sea. Goa lies in Western Coast of India and is 594 Kms (by road) away from Mumbai city.

Goa, for the purpose of revenue administration is divided into district viz. North and South Goa with headquarters at Panaji and Margao respectively. The entire State comprises 11 talukas. For the purpose of implementation of development programmes the State is divided into 12 community development blocks. As per 2001 census, the population of the State is 13,42,998. A very striking feature of Goa is the harmonious relationship among various religious communities, who have lived together peacefully for generations. Though a late entrant to the planning process, Goa has emerged as one of the most developed States in India and even achieved the ranking of one of the best states in India with regards to investment environment and infrastructure.



This NIT is being floated to appoint bidder for Rate Contract for supply of Tables and Chairs at various locations / offices in 4 Towns of GED. The equipment is required to be supplied against release orders which would be placed as and when required. The activities for bidder are described in the detailed scope of work.

The basic statistics are as below:

<b>The Basis Statistics of GED</b>				
<b>Name of Town</b>	<b>Area in Sqkm</b>	<b>Network Length</b>	<b>No. of Consumers</b>	<b>No. of Transformers</b>
<b>Panjim</b>	506	14220	5.16 Lacs	5000
<b>Margao</b>	1391			
<b>Mapusa</b>	1239			
<b>Marmagao</b>	109			

# Above data is only for reference and may vary in actual

<b>Information of Project Areas</b>				
<b>Name of Project Area (town)</b>	<b>Number of Subdivisions Offices</b>	<b>Number of Other Offices</b>	<b>Nearest Railway Station to HQ</b>	<b>Nearest Functional Airport to HQ</b>
<b>Panaji</b>	8	25	Carambolim	Dabolim Airport
<b>Marmagoa</b>	4	19	Vasco Da Gama	Dabolim Airport
<b>Margoa</b>	10	62	Madgao	Dabolim Airport
<b>Mapusa</b>	8	85	Tivim	Dabolim Airport
<b>Total</b>	30	191		

**TABLE-1**



## SECTION-III

### Instructions to Bidders

#### 3.1 Submission of Bid

Bidders shall submit their responses online through e-tendering website [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC)

#### **A. The submission and opening of Bids will be through e-tendering process.**

Bidder can download Bid document from the RECPDCL web site i.e. <http://www.recpdcl.in> or [www.recindia.nic.in](http://www.recindia.nic.in) or [www.eprocure.gov.in](http://www.eprocure.gov.in) and RECPDCL's e-tendering portal i.e. [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC)

*(Note: To participate in the e-Bid submission, it is mandatory for agency to have user ID & Password. For this purpose, the agency has to register them self with REC PDCL through tender Wizard Website given below. Please also note that the agency has to obtain digital signature token of class-III for applying in the Bid. In this connection vendor may also obtain the same from tender Wizard.)*

#### **Steps for Registration**

- (i) Go to website <http://www.tenderwizard.com/REC>
- (ii) Click the link 'Register Me'
- (iii) Enter the details about the E-tendering as per format
- (iv) Click 'Create Profile'
- (v) E-tender will get confirmation with Login ID and Password

**Note-** Online registration shall be done on e-tendering website i.e. [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) & in general, activation of registration may takes 24 hours subject to the submission of all requisite documents required in the process. It is sole responsibility of the bidder to register in advance.

#### **B. Steps for application for Digital Signature from Bid Wizard:**

Download the Application Form from the website <http://www.tenderwizard.com/REC> free of cost. Follow the instructions as provided therein. In case of any assistance you may contact RECPDCL officers whose address is given at the Bid.

Bid to be submitted through online mode on website [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) in the prescribed form.

#### **C. The Agency qualifying the criteria mention in section VI should upload Bid document with duly signed scanned soft copy of the documents given below for the prequalifying response:**

#### **Pre- Qualifying Criterion Documents/Technical Bid**

- 1 Form-I -----Letter of submission of Tender
- 2 Form-II -----Pre-Qualifying Criteria Details
- 3 Form-IV ----- No Deviation Certificate
- 4 Form-V -----Manufacturer Authorization Form
- 5 Annexure-B -----Acceptance form for participation in reverse auction event
- 6 Annexure-C ----- LETTER OF TRANSMITTAL



## REC Power Distribution Company Limited

EMD of Rs. 1,00,000/- in form of DD or Bank Guarantee may be drawn from a scheduled commercial bank in favour of The “REC Power Distribution Company Ltd”, New Delhi and scanned copy to be uploaded and original to be submitted before the last date & time of Submission of Tender.

### **Financial Bid**

1. Form-III-----Financial Proposal (to be submitted through online mode only)

Financial bid to be submitted in the specific format designed same may be downloaded from website [www.tenderwizard.com/REC](http://www.tenderwizard.com/REC) and after filling the form it is to be uploaded through digital signature.

The all document should be addressed to.

**Addl. Chief Executive Officer** REC Power Distribution Company Ltd. 1016-1023, 10th Floor, Devika Tower, Nehru Place, New Delhi - 110019

*(Note: All papers that comprise the Bid document of the concerned Bid must be numbered. An index of each page should also be provided)*

## SECTION-IV SCOPE OF WORK & SERVICE LEVEL AGREEMENT

### 1. Detailed Scope of Work

1. Supply of Table and Chairs at locations / offices specified in the Release Order.
2. All supplied items must conform to the detailed technical specifications mentioned in this tender document.
3. Packaging and transportation from the manufacturer's work to the site including port and customs clearance will be borne by the bidder.
4. Receipt, storage, preservation and conservation of equipment at the site will be done by bidder.
5. Insurance of all equipment from manufacturer's site till installation, commissioning, handing over and user acceptance will be borne by the bidder.
6. Maintain the mandatory and recommended spares during warranty and AMC period and provide the list of the same.
7. Install the equipment, obtain user acceptance and submit a copy of user acceptance to designated authority will be done by bidder.
8. Whenever a material or article is specified or described by the name of a particular brand, manufacturer or trade mark, the specific item shall be understood as establishing type, function and quality desired. Products of other manufacturers may also be considered, provided sufficient information with necessary certificates and documents are furnished so as to enable the RECPDCL to determine that the products are equivalent to those named. The Decision of RECPDCL shall be final and binding on the bidder in this regard. In case bidder proposes the products of other manufacturer, necessary certificates and documents shall be submitted along with the bid.
9. The bidder shall provide 1 year onsite warranty of all material supplied.
10. Provide ongoing product information and documentation such as User manuals, System administrator manuals, Technical manuals, Installation guides etc. as applicable.
11. The Bidder shall be responsible for providing all material, equipment and services specified or otherwise, which are required to fulfil the intent of ensuring operability, maintainability and the reliability of the complete work covered under this specification.
12. It is not the intent to specify all aspects of design and installation of associated systems mentioned herein. The systems, sub-systems and equipment/devices shall conform in all respect to high standards of engineering, design and workmanship, and shall be capable of performing continuous commercial operation.
13. The bidder shall adhere to all the terms and conditions mentioned in this document.
14. The service during warranty on material will be on-site.
15. The bidder shall make his own necessary arrangements for the following and for those not listed anywhere else :
  - Office and store.
  - Transportation.
  - Boarding & lodging arrangement for their personnel



16. In case of award of contract, the successful bidder also needs to submit a copy of agreement with OEMs for back to back arrangement for critical support and spares.

## 2. Detailed Technical Specification

1. The supplier shall submit the data sheets for each of the equipment model detailing the specifications of the equipment.

### 2.1 Detailed Technical Specifications of chairs

Following provides the specification of Chairs which should be supplied.

1. Seat / Back Assembly: The seat is made up of 1.2 – 1.5 cm thick hot pressed plywood and back injections moulded from black Co-polymer Polypropylene are upholstered with fabric and moulded Polyurethane foam together with covers. The back foam should be designed with contoured lumbar support for extra comfort.
  - BACK SIZE : 39.0cm(W) x 24.0cm.(H)
  - SEAT SIZE : 44.0cm(W) x 41.0cm.(D)
2. This is to be seen that the back of the chair should be connected with adjustable back mechanism using steel L-Joint for better lumbar support or the back should be supported and joined with handles for better stability. The quality of the spring being used in back mechanism should be of such norms as the comfort level requirement. The arms / pushback mechanism should be connected to the seat with steel support using rifts in the ply board. The design will be better if the armrest steel strips are connected to adjustable back mechanism using steel strips as well.
3. Polyurethane Foam: The polyurethane foam is moulded with density = 45 - 50 +/-2 Kg/m<sup>3</sup> and hardness = 20 - 22 +/-2 on Hampden machine at 25% compression.
4. Seat / Back Covers: The upholstered seat is covered on the underside with black Polypropylene non-woven fabric and the upholstered back is covered with a back cover injection moulded in black Co-polymer Polypropylene.
5. Armrest Tube: The armrest tube is made of 3.5cm. X 1.5cm. X 16 BG. M.S. E.R.W. oblong
  - Connecting tube welded to Dia. 2.54cm. X 16 BG. M.S. E.R.W. support tubes and black powder coated.
  - The armrests should be fixed to black powder coated armrest bracket made of 0.5 - 0.6 cm thick Hot Rolled steel fitted with claddings made of injection moulded Polypropylene.
6. Armrests: The armrest is made of black integral skin polyurethane with 50-70 Shore 'A'
  - Hardness and reinforced with Mild Steel (M.S.) insert.
7. Adjustable Back Mechanism: The adjustable back mechanism is designed with the following features:
  - 360 degree swivel revolving type.

- Provision for backrest tube (3.5cm. x 1.5cm. x 16BG.)
  - Back height adjustment 9.0 cm.
  - Infinite locking of back height.
8. Pneumatic Height Adjustment: The pneumatic height adjustment has an adjustment stroke of 12.5 cm.
  9. Pedestal Assembly: The pedestal is made of HR steel and fitted with 5 nos. twin wheel castors (castor wheel dia. 5.0cm.). The pedestal is covered with a Polypropylene moulded hubcap at the central column and end caps at the end of each prong for modern and aesthetic looks. The pedestal is 55.0 cm. pitch-centre dia. (65.0 cm. with castors).
  10. Twin Wheel Castors: The twin wheel castors are injection moulded in 30% Glass Filled Black Nylon.

## **2.2 Specifications for TABLE to be supplied**

Following is the Material Specifications of Table to be supplied

1. Tubes are ERW MS and comply to IS-3601, IS-7138 & IS-4923
2. All sheet metal components are manufactured from finest quality steel which conforms to IS-513
3. All steel components are pre-treated with a unique anti-rust 7-step pre-treatment process and powder coated and baked at 180 deg. cent to give a superior and long lasting finish
4. Dry film thickness of Powder coating is above 45 microns and withstands 1000 hours of Salt Spray test. The powder coated components withstand a scratch hardness of 1800 +/- 100 gms.
5. Tops are made from the best quality pre-laminated particle boards 18mm thick with a density 720 -730 KG / m<sup>3</sup> which conform to IS-12823. The edges of the tops are sealed using 2mm thick PVC edgebanding which are fastened to the edges using imported hot melt glue under heat and pressure. This ensures superior bonding and prevents moisture absorption thru the edges.
6. C-frame under structure made from a combination 50x 25x1.6 mm thk MS ERW tubes and C-Channel of thickness 1.6mm thk CRCA mild steel C-frame structure ensures shock absorption.
7. The table has a Retrofit CPU stand made from 25.4dia MS ERW tube gives the flexibility to mount on either LHS or RHS, inward or outward.
8. Utility tray for stationery made from dia 4/8mm MS bright bar. The tray can be mounted at various levels using the Height Adjustability feature in under structure.
9. Each workstation would have a Plastic keyboard tray SIZE = 900(L) x 600(W) x 750 (H) in mm
10. Above furniture should be supplied from ISO 9001 & 14001 certified company

## 2. Location-wise Indicative Quantity

### 3.1 Location Details of Tables and Chairs (Indicative)

Item	Panaji				Mapusa			Margoa			Marmagoa			Total
	CC	SDO	SS	OTH	SDO	SS	OTH	SDO	SS	OTH	SDO	SS	OTH	Total
Tables	10	40	14	141	40	12	264	50	18	186	20	5	66	<b>866</b>
Chairs	10	40	14	141	40	12	264	50	18	186	20	5	66	<b>866</b>

(CC – Customer Care Center SDO – Sub-Division Office SS – Sub-Station OTH – Other Offices)

Presently we have an indicative data for installation 866 tables and chairs as mentioned in above table. Quantities can be varied +/- 20% as per actual installation and as per requirements at site.

## 4. Timelines for Delivery And Installation

- ✦ Bidder is required to deliver the equipment at the specified locations / offices within 2 weeks from the date of the Release Order. Locations/Offices would be as specified in the Release Order.
- ✦ Installation shall be completed within 15 days of delivery date.

### Liquidated Damages

- ✦ In case of delay in supply and installation of equipment compared to the above schedule, LD shall be levied as per the clause 25 of GCC (Section VII - General Conditions of Contract) attached along with this document.
- ✦ For the purpose of calculating and applying LD, each Release Order shall be considered as a separate contract. Penalty/ LD if any, shall be deducted from the payments due under the Contract or by invoking the Contract Performance Bank Guarantee and/or otherwise.

## 5. Payment Criteria

- ✦ For Supply of Tables and Chairs:
  - Payment shall be made on release order basis. Once the delivery/ installation against a particular release order is complete, bidder shall submit the invoices to RECPDCL.
  - 100% payment shall be released against a particular release order on successful completion of deliveries, material inspection and installation and commissioning at the delivery location specified in the release order and acceptance of same by RECPDCL Nodal Officer.

## SECTION-V

### GENERAL CONDITIONS OF TENDER

#### Part – 1

1. The bidder must fulfil the above eligibility criteria/pre-qualifying conditions for evaluation of their bids. Bids of bidders fulfilling the above eligibility/pre-qualifying conditions will only be evaluated by the duly constituted evaluation committee. Bids of the bidders not fulfilling the eligibility/pre-qualifying conditions given above may be summarily rejected. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances.
2. RECPDCL reserves the right to conduct the reverse auction (if required) for the products/ services being asked in the tender. The terms and conditions for such reverse auction event shall be as per the Acceptance Form attached as Annexure B of this document. The bidders shall mandatorily submit a duly signed copy of the Acceptance Form along with the tender document as a token of acceptance. In case of denial for participation, bidder shall not be entitled for any kind of claim.
3. RECPDCL reserve the right to verify/confirm all original documentary evidence submitted by the bidder in support of above mentioned clauses of eligibility criteria, failure to produce the same within the period as and when required and notified in writing by RECPDCL shall result in summarily rejection of the bid.
4. Engagement with RECPDCL does not confer any right to the agencies to be invited for participating in any bids, tender etc. floated by RECPDCL. RECPDCL reserves the right to call bids/assign work/associate the agency/agencies in any area as may be deemed fit by RECPDCL depending upon the profile provided by the agencies and requirement of assignment.
5. RECPDCL reserves the right to accept or reject any or all requests for engagement without assigning any reason or to accept in parts and engage more than one agencies at its sole discretion.
6. Acceptance of the application(s) constitutes no form of commitment on the part of RECPDCL. Furthermore, this acceptance of the application confers neither the right nor an expectation on any application to participate in the proposed project.
7. RECPDCL reserve the right to waive off any shortfalls; accept the whole, accept part of or reject any or all responses to the Tender.
8. RECPDCL reserve the right to call for fresh tenders at any stage and /or time as per the present and /or envisaged RECPDCL requirements even if the tender is in evaluation stage.
9. RECPDCL reserve the right to modify, expand, restrict, scrap, re-float the tender without assigning any reason for the same.
10. The responder shall bear all costs associated with the preparation and submission of its response, and RECPDCL will in no case be responsible or liable for these costs, regardless of the conduct or the outcome of the tender process.
11. Consortium and joint venture responses are not allowed, in any case. Also, bidders have to note that no sub-contracting / sub-letting is allowed
12. **Performance Security:** The agency need to deposit within fifteen (15) working days from the date of acceptance of work order, a Performance Security in the form of Bank Guarantee or Demand Draft (DD), for an amount of 10% (Ten per cent) of the Tender



value for the due performance and fulfilment of the contract by your firm which is valid for 27 months in the format placed at Annexure – A.

The Performance Bank Guarantee may be drawn from a scheduled commercial bank in favour of The “REC Power Distribution Company Ltd”, New Delhi.

The Performance Bank Guarantee may be discharged/ returned by the RECPDCL after the completion of the contract upon being satisfied for the performance of the obligations of your firm under the contract.

Failing to comply with the above requirement, or failure to enter into contract within 30 days or within such other extended period, as may be decided by the CEO, RECPDCL shall constitute sufficient grounds, among others, if any, for the annulment of the award of the tender.

In the event the firm being unable to provide the services, during the engagement period as per the contract for whatever reason, the Performance Bank Guarantee would be invoked by RECPDCL.

No Bank Charges/ interest shall be payable for the Performance Bank Guarantee.

### 13. Rates and Prices

- a Bidders should quote item-wise rates/ prices including all taxes and duties as mentioned in Form-III by explicitly mentioning the breakup of basic prices and applicable taxes.
  - b Price quoted by bidder shall be firm for entire contract period.
  - c Price quoted shall be firm and any variation in rates, prices or terms during validity of the offer shall lead to forfeiture of the EMD of said bidder.
  - d The quoted prices shall be for delivery and installation at Goa. The prices shall be FOR destination and shall include all charges, levies and duties for delivery and installation at the specified locations in GOA State. The exact details of location address etc. shall be provided along with the release order.
14. In case of default in services or denial of services, RECPDCL, at its sole discretion, will be free to avail services of other service providers at your "Risk & Cost".
15. All other terms and conditions of the GENERAL CONDITIONS OF CONTRACT shall be applicable.
16. Bidders are advised to refrain from taking any deviations on this TENDER. Still in case of any deviations, all such deviations from this tender document shall be set out by the Bidders, Clause by Clause in the format as mentioned in Form IV and submit the same as a part of the Technical Bid. Please note that in case of deviations to the tender terms, bids may be liable for rejection.
17. In case any damage or defect is found during verification after receipt of material at Purchaser's stores or material develops defects within warranty period, the supplier shall attend/replace such defects free of all charges within 15 days of being notified by the Purchaser, of the occurrence of such defects. In case the defect is not attended or replacement of material is not received within specified period, then apart from encashing the performance security deposit, the Purchaser may also take suitable penal action including debarring from all future business.



18. The insurance coverage: Goods supplied under the contract shall be also fully insured on all risk basis during inland transit up to destination store in the purchaser's country. The supplier must insure the Goods in an amount equal to 110% of CIF/EXW price of Goods.
19. In case of continued non-satisfactory performance, RECPDCL have the right to withdraw the work & get completed the work at the risk and cost of the agency. Further the agency may be blacklisted for a period of one year or more for participating in any of the bids invited by RECPDCL. Also, RECPDCL would be free to intimate such black listing to various state/central utilities/ Ministry of Power/State Governments/other agencies not to consider the said agency for any assignment including of the same on websites
20. INTEGRITY PACT:-The bidders have to submit integrity pact as per prescribed format on a non-judicial stamp paper of Rs. 100/- in 2 copies duly signed by the person signing the bid. The bidder shall not change the contents of "Integrity Pact".
21. In a tender either the Indian agent on behalf of the Principle /OEM or Principle / OEM itself can bid but both cannot bid simultaneously for the same item/product.
22. If an agent submits bid on behalf of the principal /OEM, the same agent shall not submit a bid on behalf of another principal /OEM in the same tender for the same item/product.

## SECTION-VI

### ELIGIBILITY CRITERIA

#### Pre-Qualifying Criteria (Mandatory Requirements) for Manufactures of Tables and Chairs

S. No.	Qualification Criteria	Documents Required
1	The manufacturer shall have ISO 9001:2008 and ISO 14001 certifications	Copy of ISO Certificates to be enclosed in this regard
2	The minimum average annual turnover of the manufacturer shall be Rs. 50 Crores in last 3 financial years (FY 2012-13, 2013-14 and 2014-15).	Copy of CA certified Audited Balance Sheet and P&L Account for the respective financial years to be submitted in this regard
3	The manufacturer vendor shall have dealer bases in Goa state or nearby state for at least last 3 financial years (FY 2012-13, 2013-14 and 2014-15) to prove its capability to provide after sales service as and when required.	Copy of Self certification along with location and contact details of the said service centre to be enclosed in this regard.

#### Pre-Qualifying Criteria for Bidder

1. The Bidder shall be a private/public Company registered under Company Act 1956 prior to Apr'2010. Certificate of Incorporation and Registration needs to be submitted along with the bid.
2. The Bidder should have Minimum Average Annual Turnover of Rs. 1 Crore in last 3 financial years (FY 2012-13, 2013-14 and 2014-15 and including the period of FY 2015-16 **till bid submission date**). Copy of Audited Balance Sheet and P&L Account for the respective financial years to be submitted in this regard
3. The bidder must have successfully executed at-least 3 similar projects (meeting any of the below criteria) for Supply of Tables and Chairs in the last 3 financial years (FY 2012-13, 2013-14 and 2014-15). (Proof: Necessary Purchase order/LOI/Contract/Certification on client letterhead/Performance certificate as proof of services provided for the last 3 years needs to be submitted)
  - a. One project covering supply, installation or commissioning of 690 Tables or Chairs or both.
  - b. Two projects each covering supply, installation or commissioning of 433 Tables or Chairs or both.
  - c. Three projects each covering supply, installation or commissioning of 345 Tables or Chairs or both.

#### **Details of Successful Completion of Projects by Bidder**

Financial Year of Completion	Items Supplied	Number of Units Supplied	Company Name and Location of Project



4. The bidder should have a dealer bases in Goa state or nearby state (Karnataka or Maharashtra) for at least last 3 financial years (FY 2012-13, 2013-14 and 2014-15) to prove its capability to provide after sales service as and when required. Copy of Self certification along with location and contact details of the dealers to be enclosed in this regard as per below format.

**Firm Detail – List of Locations in India**

No.	Location Address	State	City	Contact Person	Contact Details
1	--				Phone No: Email Id:
2	--				
3	--				

RECPDCL reserves the right to counter check any of the supporting documents directly from the respective client for their authenticity.





## **SECTION-VII**

### **TENDER EVALUATION METHODOLOGY**

#### **OPENING OF BID:**

The Bidder or his authorized representative may be present at the time of opening of bid on the specified date, but a letter in the form annexed at (Form – I) hereto must be forwarded to this office along with bid and a copy of this letter must be produced in the office by the person attending the opening of bid. Unless this letter is presented by him, he may not be allowed to attend the opening of bid.

In case of unscheduled holiday on the closing/opening day of bid, the next working day will be treated as scheduled prescribed day of closing/opening of bid; the time notified remaining the same.

#### **EVALUATION OF BID**

##### **PRE-QUALIFYING CRITERIA**

Evaluation and comparison of bids will be done as per provisions of Pre-qualifying Criteria supporting documents as proof of pre-qualifying criteria at section – VI. RECPDCL reserves the right to verify the site of operation for above activity and list of persons provided as per qualifying criteria and accordingly decide upon meeting the requirement.

The RECPDCL will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed and whether the bids are generally in order qualifying to which bids shall be summarily rejected.

##### **PRICE EVALUATION CRITERIA**

- 1.1 Bidders should quote their rates/prices in Indian Rupees only which shall be inclusive of all applicable taxes, duties, levies, insurance, transportation etc., applicable for entire scope of work as per Price Schedule included to Form - III of this tender document.
- 1.2 Bids shall be evaluated on the basis of the total evaluated value as per the quoted rates for the product and/or services mentioned in Scope of Work. The total evaluated price as per the evaluation methodology mentioned as under at Form - III of this tender document and the other details mentioned therein will be the basis for the evaluation purposes and for arriving at inter-se ranking of the various bidders of the tender.
- 1.3 Bid shall be evaluated as per the Total All Inclusive Value for tender BoQ as mentioned in Form-III, which shall be filled by the bidder as a Financial Bid.

##### **AWARD CRITERIA**

The purchaser will award the contract to the successful bidder whose bid has been determined to be in full conformity to the bid documents and has been determined as the lowest evaluated bid as calculated for BoQ and Scope of work.



**Letter for Submission of Tender**

To,  
Addl. Chief Executive Officer  
RECPDCL,  
1016-1023, 10th Floor,  
Devika Tower,  
Nehru Place, New Delhi-110019

**Sub.: Engagement of bidder for Supply of Tables and Chairs at Goa Electricity Department**

Sir,

1. With reference to your Tender No. ----- dated ----- for **Rate Contract for Supply of Tables and Chairs at Goa Electricity Department**, I wish to apply for engagement with RECPDCL as **“Rate Contract for Supply of Tables and Chairs at Goa Electricity Department”**

Further, I hereby certify that

**I have read the provisions of the all clauses and confirm** that notwithstanding anything stated elsewhere to the contrary, the stipulation of all clauses of Tender are acceptable to me and I have not taken any deviation to any clause.

2. I further confirm that any deviation to any clause of Tender found anywhere in my Bid, shall stand unconditionally withdrawn, without any cost implication whatsoever to the REC PDCL.
3. Our bid shall remain valid for period of 180 days from the last date of bid submission.

Date:  
Place:

Signature .....  
Full Name .....  
Designation .....  
Address .....

**Note: In absence of above declaration/certification, the Bid is liable to be rejected and shall not be taken into account for evaluation.**



**Rate Contract for Supply of Tables and Chairs at Goa Electricity Department**  
**PRE QUALIFICATION CRITERIA DETAILS**

**1. THE FIRM**

**2. Name** \_\_\_\_\_

**Regd. Address** \_\_\_\_\_

**a) Address of Office** \_\_\_\_\_

**b) Contact Person's**

**i) Name & Design.** \_\_\_\_\_

**ii) Address** \_\_\_\_\_

**iii) Tel No. Landline** \_\_\_\_\_ **Mobile** \_\_\_\_\_

**iv) Email ID** \_\_\_\_\_

**3. Type of Firm:** Private Ltd./ Public Ltd./ Cooperative/  
(Please tick) Partnership/ Proprietor

**4. PAN** \_\_\_\_\_

**5. Service Tax Reg. No.:**

**6. E.M.D. Details** Rs.\_  
DD/BG No.\_  
Name & Address of Bank

Please upload duly signed copies by authorized signatory of documentary evidence e.g. work order, corresponding satisfactory job completion certificates from clients with amount of work order in support of above and any other document indicated in prequalifying criteria)

Signature.....

Full Name.....

Designation.....

Address .....



**Financial Bid**

**PROFORMA OF SCHEDULE OF RATES  
(To be submitted through e-tendering mode only)**

Bidder Name: .....

S. No	Item Type	No	Rate per unit (Rs.)	App. Taxes	Total all inclusive unit price (Rs.)	Total Amount (Rs.)
A	B	C	D	E	F=D+E	G=Fx C
1	Tables with 1 year warranty support	866				
2	Chairs with 1 year warranty support	866				
<b>Total All Inclusive Value (Rs.)</b>						

- The rates are invited for entering into an RC valid for one year from the date of issue of contract. Prices are to be quoted accordingly. The quantities mentioned above are for evaluation purposes only. Actual Quantities may vary as per site requirement and Release Orders against this Rate Contract (RC) shall be placed accordingly.
- The quoted rates must be inclusive of all taxes as applicable at the time of bidding.
- Bidders are to quote their rates strictly as per above format.
- RECPDCL reserves the right to increase/decrease the RC quantity (on same rate and terms and conditions) by another 20% if required.



**FORMAT FOR NO-DEVIATION CERTIFICATE**

***Unless specifically mentioned in this schedule, the tender shall be deemed to confirm the RECPDCL's specifications:***

<b>S. No.</b>	<b>Clause No.</b>	<b>Details of deviation with justifications</b>

***By signing this document we hereby withdraw all the deviations whatsoever taken anywhere in this bid document and comply to all the terms and conditions, technical specifications, scope of work etc. as mentioned in the standard document except those as mentioned above.***

***Seal of the Company:***

***Signature***

***Name***

***Note: In absence of above declaration/certification, the Bid is liable to be rejected and shall not be taken into account for evaluation.***



FORMAT FOR MAF  
MANUFACTURER AUTHORIZATION FORM

(To be submitted on OEM's Letter Head)

Date: .....

ICB No.: .....

Invitation for Bid No.: .....

Alternative No.: .....

To,  
The Nodal Officer (R-APDRP Part-A Project)  
Govt. of Goa, Electricity Department  
Panjim, Goa 403001

Sir,

WHEREAS M/s. *[name of OEM]*, who are official manufacturers of ..... having factories at *[address of OEM]* do hereby authorize M/s *[name of bidder]* to submit a Bid in relation to the Invitation for Bids indicated above, the purpose of which is to provide the following Goods, manufactured by us

.....

and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 26 of the General Conditions of Contract or as mentioned elsewhere in the Tender Document, with respect to the Goods offered by the above firm in reply to this Invitation for Bids.

We hereby confirm that in case, the channel partner fails to provide the necessary services as per the Tender Document referred above, M/s *[name of OEM]* shall provide standard warranty on the machines supplied against the contract. The warranty period and inclusion / exclusion of parts in the warranty shall remain same as defined in the contract issued to their channel partner against this tender enquiry.

Yours Sincerely,

For .....

Authorized Signatory

**Note: In absence of above declaration/certification, the Bid is liable to be rejected and shall not be taken into account for evaluation.**



REC Power Distribution Company Limited

**ANNEXURE-A**  
**PERFORMANCE BANK GUARANTEE**

M/s. REC Power Distribution Company Ltd.  
1016-23, 10<sup>th</sup> Floor, Devika Tower,  
Nehru Place,  
New Delhi  
(With due Rs.100/- stamp duty, if applicable)

**OUR LETTER OF GUARANTEE No. :** .....

**Date:** .....

**Amount:** .....

**Valid Date:** .....

**Bank Name & Address:** .....

In consideration of REC Power Distribution Company Ltd. having its office at 1016-1023, 10<sup>th</sup> floor, Devika Towers, Nehru Place, New Delhi (hereinafter referred to as "RECPDCL" which expression shall unless repugnant to the content or meaning there of include all its successors, administrators and executors) and having entered into an agreement dated \_\_\_\_\_/issued Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ with/on as \_\_\_\_\_ (hereinafter referred to as "The service" which expression unless repugnant to the content or meaning thereof, shall include all the successors, Administrators and executors).

WHEREAS the Agency having unequivocally accepted to supply the materials as per terms and conditions given in the Agreement accepted to providing service as per terms and conditions given in the Agreement dated \_\_\_\_\_ /Work Order No. \_\_\_\_\_ dated \_\_\_\_\_ and RECPDCL having agreed that the Agency shall furnish to RECPDCL a Performance Guarantee for the faithful performance of the entire contract, to the extent of 10% (ten percent) (or the percentage as per the individual case) of the value of the Work Order i.e. for \_\_\_\_\_.

We, \_\_\_\_\_ (The Bank) which shall include OUR successors, administrators and executors herewith establish an irrevocable Letter of Guarantee No. \_\_\_\_\_ in your favour for account of \_\_\_\_\_ (The Agency) in cover of performance guarantee in accordance with the terms and conditions of the Agreement/work Order.

Hereby, we undertake to pay upto but not exceeding \_\_\_\_\_ (say \_\_\_\_\_ only) upon receipt by us of your first written demand accompanied by your declaration stating that the amount Claimed is due by reason of the Agency having failed to perform the Agreement and despite any contestation on the part of above named Agency.

This Letter of Guarantee will expire on \_\_\_\_\_ including 30 days of claim period and any claims made hereunder must be received by us on or before expiry date after which date this Letter of Guarantee will become of no effect whatsoever whether returned to us or not.

\_\_\_\_\_  
Authorized Signature  
Chief Manager/Manger

Seal of Bank

## **Annexure B**

### **ACCEPTANCE FORM FOR PARTICIPATION IN REVERSE AUCTION EVENT**

*(To be signed and stamped by the bidder)*

To make entire procurement process more fair and transparent, RECPDCL intends to use the reverse auctions as an integral part of the entire tendering process. All the bidders who are found technically qualified based on the tender requirements, shall be eligible to participate in the reverse auction event.

**The following terms and conditions are accepted by the bidder on participation in the bid event:**

1. RECPDCL shall provide the login credentials (user id and password) to the authorized representative of the bidder. *(Authorization Letter in lieu of the same shall be submitted along with the signed and stamped Acceptance Form).*
2. RECPDCL decision to award the work would be final and binding on the supplier.
3. The bidder agrees to non-disclosure of trade information regarding the purchase, identity of RECPDCL, bid process, bid technology, bid documentation and bid details to any other party.
4. The bidder is advised to fully make aware themselves of auto bid process and ensure their participation in the event of reverse auction and failing to which RECPDCL will not be liable in any way.
5. In case of bidding through Internet medium, bidders are further advised to ensure availability of the infrastructure as required at their end to participate in the auction event. Inability to bid due to telephone line glitch, internet response issues, software or hardware hangs, power failure or any other whatsoever the reason, shall not be the responsibility of RECPDCL.
6. In case of intranet medium, RECPDCL shall provide the infrastructure to bidders. Further, RECPDCL has sole discretion to extend or restart the auction event in case of any glitches in infrastructure observed which has restricted the bidders to submit the bids to ensure fair & transparent competitive bidding. In case an auction event is restarted, the best bid as already available in the system shall become the basis for determining start price of the new auction.
7. In case the bidder fails to participate in the auction event due any reason whatsoever, it shall be presumed that the bidder has no further discounts to offer and the initial bid as submitted by the bidder as a part of the tender shall be considered as the bidder's final no regret offer. Any offline price bids received from a bidder in lieu of non-participation in the auction event shall be outrightly rejected by RECPDCL.
8. The bidder shall be prepared with competitive price quotes on the day of the bidding event.
9. The prices as quoted by the bidder during the auction event shall be inclusive of all the applicable taxes, duties and levies and shall be FOR at site.
10. The prices submitted by a bidder during the auction event shall be binding on the bidder.
11. No requests for time extension of the auction event shall be considered by RECPDCL.
12. The original price bids of the bidders shall be reduced on pro-rata basis against each line item based on the final all inclusive prices offered during conclusion of the auction event for arriving at Contract amount.

**(Authorized Signatory)  
Signature & Seal of the Bidder**





REC Power Distribution Company Limited

**Annexure-C**

**LETTER OF TRANSMITTAL**

To: [Name and address of Client]

.....

.....

.....

Dear Sir/s,

I/We, the undersigned, have examined the details given in your NIT dated [Insert Date] for **Supply of Tables and Chairs at Goa Electricity Department**. We accept all the terms & conditions of the bid document without any deviation and submit the Bid. We hereby certify that M/s \_\_\_\_\_ or its group companies have not been awarded any work for **Supply of Tables and Chairs at Goa Electricity Department** & shall not be a competitor to RECPDCL within the **Goa Electricity Department** during contract period in case the contract is awarded.

Also, M/s \_\_\_\_\_ or its group companies is not executing or providing any type of services either directly or as a sub-contractor for the particular work for which Bid is submitted.

It is confirmed that M/s. \_\_\_\_\_ is not banned or blacklisted by any Govt./Pvt. Institutions in India.

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address: