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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 Spot Billing Machines with attached portable printer for IT Implementation at Goa Electricity Department

No. RECPDCL/TECH/SBM-GED/e-Tender/2015-16/1528 Dated: 07.09.2015

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), Rural Electrification Corporation (REC) website (www.recindia.nic.in), Central Publication Portal (www.eprocure.gov.in)

Important Dates for E- Tendering mode	
Date of Release of NIT	07.09.2015
Last date for queries / seeking clarification	10.09.2015 at 1800 Hours
Pre Bid Meeting	11.09.2015 at 1100 Hours
Last date of submission of Tender	23.09.2015 at 1500 Hours
Date of Opening of Technical bid	23.09.2015 at 1600 Hours
Date of Opening of Financial bid	To be intimated later

Note:

Online registration shall be done on e-tendering website i.e. 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]

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SECTION-I

TENDER INFORMATION

Name of the assignment: Rate Contract for Supply of Spot Billing Machines with attached portable printer for IT Implementation at Goa Electricity Department

Important information

Si. No.	Event	Information to the agencies
1	Date of Release of NIT	07.09.2015
2	Last date for queries / seeking clarification	10.09.2015 at 1800 Hours
3	Pre Bid Meeting	11.09.2015 at 1100 Hours
4	Last date of submission of Tender	23.09.2015 at 1500 Hours
5	Date of Opening of Technical bid	23.09.2015 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 th 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 www.recpdcl.in (or) www.recindia.nic.in (or) www.eprocure.gov.in (or) www.tenderwizard.com/REC
9	EMD #	Rs 25,000/-
10	Address for Bid submission	Shri Subhash Chandra Garg, Addl. Chief Executive Officer, REC Power Distribution Company Limited, 1016-1023, 10 th Floor, Devika Tower, Nehru Place New Delhi- 110019, India. Fax : 011-4128768 Email- recpdcl.goa@gmail.com / recpdcl@rediffmail.com
11	Contact Person	Shri Sunil Bisht , Assistant Manager (Technical) REC Power Distribution Company Limited (RECPDCL) Phone:011-44128760; Fax:011-44128768 Email- recpdcl.goa@gmail.com / recpdcl@rediffmail.com

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.25,000/- (Twenty Five Thousand 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.



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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.



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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:

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

Above data is only for reference and may vary in actual

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

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 or www.eprocure.gov.in and RECPDCL's e-tendering portal i.e. 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 & 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 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



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EMD of Rs.25,000/- 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 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)

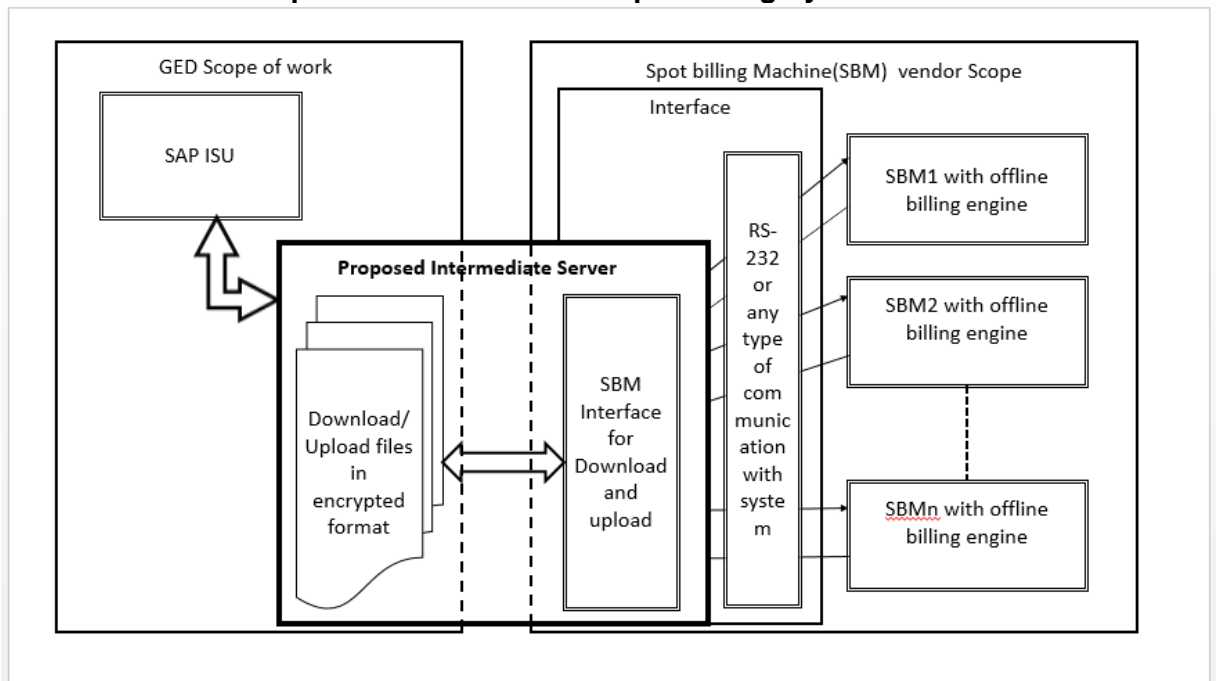
SECTION-IV

SCOPE OF WORK & SERVICE LEVEL AGREEMENT

1. Detailed Scope of Work

1. The Scope of work includes supplying of Spot Billing Machines (SBM) attached with built in Printer (PP) to the meter readers to enable them to read meters, prepare electricity bills on the spot and issue to the consumer. It would include interfaces for downloading and uploading of required data including master data and reading & billing related transaction data to and from the source SAP – ISU system.
2. This RFP is being floated for procuring SBM with PP, development of billing logics in compliance with GOA – JERC tariff order, development of bill form, developing of PC terminal interface for downloading and uploading of consumer and billing data (from/to SAP ISU server or intermediate server, if proposed), maintenance of billing logics, hardware maintenance of SBM and PP. The scope would also include assisting any other agencies/organization associated with this project and involved in developing relevant interfaces for transferring data to/from any intermediate server to SAP ISU production server.

Proposed Architecture for Spot Billing System



3. Selected bidder would be responsible for all the scopes that are defined in the scope of work. The spot billing solution partner shall depute a chief coordinating person to get all inputs from RECDPCL with respect to the billing logics, SBM, PP and interfaces and would deliver the same at timeline specified by RECDPCL.
4. RECDPCL shall provide detailed business requirements like reading & bill quality check logics, which are to be incorporated in SBM.



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5. The Bidder shall also be responsible for manufacture, inspection at manufacturer's works, supply, transportation, insurance, delivery at site, unloading, storage, complete supervision, successful installation, commissioning and user acceptance of all hardware and software related to Spot Billing machines and required hardware and software servers at DC, DR site and other locations of GED.
6. Any item though not specifically mentioned, but is required to complete the project works in all respects for its safe, reliable, efficient and trouble free operation shall also be taken to be included and the same shall be supplied and installed by the Bidder without any extra cost.
7. The bidder's proposal shall include the list of special tools, testing equipment and accessories required for day to day operation and maintenance of the system. All such tools shall be supplied by the bidder. The bidder should clearly bring out the list of such tools in their technical proposal. However the prices of these special tools shall be included in the related equipment price in the price template given in this RFP.
8. The supply of all required material to be provided as per Indian standards.
9. Supply, installation, Configuration and commissioning of hardware and associated software, tools etc. in all equipment is in the scope of bidder.
10. All supplied items must conform to the detailed technical specifications mentioned in this tender document.
11. Packaging and transportation from the manufacturer's work to the site including port and customs clearance will be borne by the bidder.
12. Receipt, storage, preservation and conservation of equipment at site is in the scope of bidder.
13. Insurance of all equipment from manufacturer's site till installation, commissioning, handing over and user acceptance will be borne by the bidder.
14. Bidder shall maintain the mandatory and recommended spares during warranty and AMC period and provide the list of the same.
15. Bidder shall install the equipment, obtain user acceptance and submit a copy of user acceptance to designated authority.
16. 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.



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17. The bidder shall provide 2 years onsite comprehensive warranty and thereafter 3 years Annual Maintenance Contract (AMC) of all supplied, installed and commissioned equipment as per Service Level Agreement (SLA).
18. 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.
19. 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.

20. Arrangement by bidder

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

The bidder shall also provide all the construction equipment, tools, tackles and testing kits/equipment required for pre-assembly, erection/installation, testing and commissioning of the equipment and system covered under the Contract. He shall submit a list of all such materials to the Engineer before the commencement of work at Site. These tools and tackles shall not be removed from the Site without the written permission of the Engineer-in-charge.

21. Training of employees is in the scope of bidder. Standard curriculum, designed and agreed by the owner for hardware, software and network preferably from the OEM partner or OEM's certified training partner shall be arranged. The Purchaser will prefer if a portion of the training is conducted on-site.

22. Documentation

The bidder to provide ongoing product information for referential purposes and facilitating self-education by Utility personnel. The following documents (one set each) will be required for smooth functioning of the system at site. Following documentation should be included in the standard license fee, for example:

- User manuals
- System administrator manuals
- Technical manuals
- Installation guides
- Business process guides



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- Program flow descriptions
- Data model descriptions
- Sample reports
- Screen formats
- Toolkit guides
- Troubleshooting guides
- Frequently asked question (FAQ) guides

23. Technical Specifications

A. HARDWARE

Spot billing solution partner is required to supply 130 No's of SBMs with PPs. In addition bidder at its own cost, may be required to keep additional sets (SBM with PP) of m/cs at site for testing, training and as spares to ensure committed SLA during five years post go live support. SBM's should comply the following standards:

Basic Functions

The SBM shall have the capability to capture and store meter readings of the meter reading route and should be capable of issuing bill with built in printer of SBM . The unit shall be able to obtain all type of readings (kWh, kVAh, kVArh and max demand in kW & kVA) on any particular route without requiring:

- i. Reprogramming of the SBM.
- ii. Physical change of software contained within the unit while in the field.
- iii. Access through special software menus contained within a given route/program.

Standards

SBM and PP shall conform to the relevant standards as listed below for satisfactory functioning of the system without any problem in the field. The vendor required to specify clearly which of following standards the SBM confirms to:

- i) CBIP Technical Report no. 111 – Specification for common Meter reading Instrument.*
- ii) IEC – 529 – Degree of Protection provided by enclosures*
- iii) IEC: 60529: 2001 (2009) – Classification of Degree of Protection provided by enclosures of electrical items.*
- iv) IS 9000: 1979 – Basic environmental testing procedure for electronic & electronic items.*
- v) IEC 61000-4-3– Electromagnetic compatibility*
- vi) IEC – 61000-4-2: – Electrostatic discharge immunity test*
- vii) IEC 61000-4-6, IEC 61000-4-8, – Radiated, radio – frequency electromagnetic field immunity test, Magnetic immunity test*
- viii) CISPAR 22 – Limits and method of measurement of radio disturbance characteristics of information technology equipment.*

CLIMATIC CONDITIONS



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The SBM must include but not be limited to the following:

The SBM shall be suitable for continuous satisfactory operation under climatic conditions listed below.

- i) Maximum Ambient Air Temperature in shade : 55 oC
- ii) Minimum Ambient Air Temperature : -10oC
- iii) Maximum Relative Humidity : 95% (condensing)
- iv) Minimum Relative Humidity : 10%
- v) Height above mean sea level : Up to 1000 meters
- vi) Average number of tropical monsoon : 5 months
- vii) Annual Rainfall : 2280 mm

1. The device shall be water resistant, capable of unlimited exposure to spray or splash (such as rain).
2. The device must be protected against a static discharge without loss of data.
3. The unit must be resistant to various chemical products and must be sealed to keep out dust, humidity and water.
4. The device must be shock resistant.

QUALITY ASSURANCE

1. The SBM and PP shall be made out of high quality materials to ensure high reliability and longer life. It should be very compact and reliable in design to make it immune to any type of vibrations and shocks in normal field activity.

Processor and PC Compatibility

1. The SBM must be PC compatible and run latest Linux or Windows. The Facility to upgrade the BIOS/ OS shall be available without exposing the hardware of the SBM. The additional program necessary to transfer application programs with serial port shall be provided. The SBM may be preferably with minimum of 32 bit ARM processor.

Casing

1. The unit must be able to withstand a minimum three-foot drop to concrete.
2. The SBM shall be ergonomically designed to be comfortable for handheld meter reading.
3. SBM should be handy, and small in size for ease of portability.
4. SBM shall be provided with a suitable holding Strap for proper gripping.
5. Ruggedness: SBM shall withstand harsh field environment without physical damage or loss of data.

Display

1. The SBM screen must be able to display legible characters with backlit facility with LCD / LED with resolution of minimum 128x64 pixels
2. The display must have no degradation when exposed to storage temperatures of 0°C to +70°C
3. Operating temperature of 0°C to + 55°C
4. Automatic contrast temperature compensation is preferable

Keyboard

1. The keyboard must have large keys with adequate separation.



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2. The keyboard must provide tactile feedback and be fully alphanumeric.
3. There must be an audible beep indicating key has been fully depressed, there must also be an auto-repeat function on keys and a rapid response between keying and seeing results on the screen.
4. The keyboard must be fully PC compatible and programmable.

Input / Output ports (I/O Ports):

1. The SBM shall have a minimum one RS-232 Serial Port or USB OTG ports, conforming to standard PC to communicate for Uploading and Downloading of meter data to / from the Billing system. This port must be compatible for connecting peripherals such as bar-code reader, , battery charger, loader charger etc. The SBM with an infrared port for communication will be preferred.
2. A Real Time Clock (RTC) shall be provided in the SBM, with the minimum of 10 years battery backup.

Battery

1. The battery capacity must be sufficient for at least 8 hours of meter reading.
2. The SBM must come with a power management system designed to conserve power.
3. The SBM must come with an integrated intelligent fast charge capability that allows for full charge in 5 hours.
4. To reduce the equipment down time and inventories, there shall be provision to charge the
5. SBM battery without being removed from the equipment. A suitable battery charger for charging of SBM battery shall be provided.
6. The SBM should have low-battery detection and automatic cutoff feature to avoid further drain of the battery.
7. There shall be option to replace the batteries without any loss on the stored data

Memory

1. The total RAM memory at least 128 MB or higher and be able to store approximately 1,000 readings.
2. Flash ROM memory (if required) of at least 256 MB or higher (BIOS, DOS, COMMUNICATION and SETUP).

Specification of printing:

Integrated Impact Printer should be powered only during printing and should be software controlled by (SBM).

- a) 24Col. Alphanumeric and impact type (dotmatrix).
- b) High speed (2.7lines/sec)
- c) Paper width: 58mm



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Delivery of SBM and Other Accessories

1. All the machines should be preloaded with the spot billing application and should be at working conditions at the time of delivery.
2. It is the responsibility of the partner to deliver all the machines at the project location and any kind of damages to the devices during transit shall not borne by TPDDL
3. Spot billing solution provider shall have an agreement with OEM for procuring SBM with printers, in that case, it shall be the responsibility of the solution provider to deliver all the required hardware on schedule mentioned.

B. Spot billing software and other interface development

Spot billing solution partner should develop following applications

- a) Interface for downloading and uploading the consumer data, tariff tables, billing and meter reading data
- b) Logics for
 1. Capturing meter readings and meter reading remarks
 2. Validation of metered readings (logics will be provided by TPDDL)
 3. Generation of bills in compliance with GOA – JERC Tariff order
 4. Bills quality check logics (logics will be provided by TPDDL)
 5. Capturing of POD for bill distribution
- c) Other interface with SAP ISU based on the requirements

The solution provider may appoint a nodal point of contact for communicating and updating the status of development of all the logics to TPDDL. From the date of awarding the contract, the progress of the development of all the above mentioned logics may be demonstrated to TPDDL every week on a day that is mutually agreed upon by both the parties. A handheld terminal (exclusive of 130 no's procured for GED) shall be provided to TPDDL, to enable testing of the applications.

Functionalities of the Spot billing Machines and Interface:

Meter readings capturing

Meter readings are to be captured based on the logic provided by TPDDL. Various kinds of search criteria like search by consumer account no., meter no., walking sequence no. shall be provided in the SBM. In case the internal battery of the SBM is drained and RTC of SBM is lost, readings are not allowed to be entered.

Estimate billing

As and when the metering data is validated in the system, it should be capable to generate bill under the normal billing cycle. In case of meter data is not available the system should generate an estimate bill based on the past consumption pattern of the customer. It shall also be possible to generate Estimate Bill for theft/enforcement cases. The system should also provide for change in the estimation logic that may happen from time to time. The system should incorporate the estimate for



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consumption from the metering module. Logics for estimation shall be provided by TPDDL

Reasons for estimate billing

The system will have a list of all standard reasons for estimate billing. The list will be compiled based upon the utility and SERC guidelines, which may change from time to time. The system should be capable of generating bills for all instances of exceptional readings. The scenarios under which exceptional readings are taken are temporary connections, voluntary termination, forced termination, etc. The system will allow the bill amount to be modified by the designate authorities through their login ids only. All such changes along with the corresponding login ids should be tracked by the system.

Downloading of data in spot billing system

The Spot Billing system shall enable meter reading activities by transferring relevant consumer information database from Billing system, like service numbers, address, area code, meter number, phase, load, MF, old meter reading, old status, category, arrears if any etc. An interface shall be developed for such purpose and there shall be traceability of SBM regarding the usage by meter reader in the interface.

Uploading of data in spot billing system

At the end of data collection and billing operation in the field, the information recorded in the spot billing machine should be uploaded into the Base Billing system for updating master database in the system. The information would contain the service number, present meter reading, present status of the meter, billed date and time, units consumed, average units, billed amount, due date, disconnection date etc.

Billing logic in spot billing System

The Spot Billing software to be resident in the HHE (SBM) shall be based on the existing billing logic and algorithms of the utility.

Tariff revision cases

The HHE should be able to calculate the tariff rates accordingly with the previous and present rates during the assessment period, so as to issue the on date calculated demand to consumers under tariff revision period including number of days, slab rates etc.

Skipping of meter reading entry

The HHE should prompt for entry of present meter reading. If meter reading is skipped, average/units consumed for previous month from the master shall be calculated/retrieved and units for billing shall be displayed.

Entry of meter status

The HHE should prompt for entry of meter status and display of calculated units/Avg. Units (Avg. units is to be retrieved from the master data) depending upon the meter status.

Billing with charges / adjustments

The HHE shall prompt for any other adjustments/charges depending on the category



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of the consumer. Net bill is to be calculated after adjustment of above charges and should be displayed and prompt for printout shall be given.

Error checking

Extensive error checking shall be provided to assure data integrity during communications between the HHE and the PC.

Validation of meter reading data

Field validation for meter reading shall be ensured if the readings are beyond a predefined range and software will have provisions to enter remarks in such cases of abnormality. Various parameters on which reading data will be checked will be provided by TPDDL for development in SBM.

Printing of summary Report

Spot Billing system would print the summary report with HHC serial number, which contains the consumer file downloaded to the unit, total number of services, services billed / unbilled, total amount etc.

Printing of Barcode

Spot billing machine would print barcode with the details specified by TPDDL on the bill issued to the consumer

Password protection

HHE shall have two levels of Password Protection - Supervisory level for functions of upload, download, time setting and other supervisory functions and Meter Reader level for starting and closing the meter reading.

Event logging

All events should be recorded in the event file in HHE. The event details should be downloadable for analysis.

Menu driven modular format

The spot billing software shall be user friendly, menu driven, structured and modular format for Flexibility (Easy changes / Upgrade etc.)

Time stamping of logged data

Data Logging in the spot billing machine shall be date and time stamped.

Provision for enhancing the functionality

There should be a provision for enhancing the functionality of the software by adding additional features.

Time setting of HHE

The HHE shall have the facility to get its time set from billing system only with proper security and password authentication.

24. Annual Maintenance Services

A. Hardware

- i. All 130 spot billing machines along with battery, charger, data transfer cables shall have minimum of one year replacement warranty



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- ii. In case the solution provider is providing the hand held terminal of other OEM's it's the responsibility of the successful bidder to tie up with the OEM for warranty and spares availability
- iii. Any faulty spares including SBM, PP, battery, charger of SBM should be replaced by the solution provider within 3 days of reporting
- iv. Changes in the version of the firmware used in the SBM and /or interface application versions should be carried out in all the devices and PC terminals across all the sub divisional offices at Goa with in a period of one month. And not more than 2 version of firmware shall exist across all the machines that are provide at any given time
- v. All replaced materials should be delivered at the project site Goa- Panaji
- vi. The period of maintenance shall extend till 5 years from the date of implementation

B. Software

- i. The source code developed for the purpose of meter reading capturing, spot billing and data download & upload will the property of TPDDL and the selected bidder should submit all the source code to TPDDL.
- ii. The Base billing software may require changes from time to time and in such instances it will be the responsibility of the agency to carry out the configurable changes.
- iii. The changes in billing application program may be required as a result of tariff change, billing cycle change, creation of new consumer categories, amendments in JERC rules or any other factor affecting the billing logic.
- iv. **TARIFF REVISION:** The agency shall be responsible for implementing any changes in tariff due to tariff revision. This includes any changes in spot billing software in the form of configuration /settings or code level changes. Such changes if required shall be made within 5 days of intimation of tariff revision.
- v. Tariff revision implies change of tariff across some/all categories of consumers. It might entail both structural change of tariff and change of rates.
- vi. Tariff revision will be effective from a particular date. This will be either a future date (prospective) or a past date (retrospective). Tariff revision may also be made effective from a particular bill cycle.
- vii. The period of maintenance shall extend till 5 years from the date of implementation.

2. Bill of Quantities

Sl.no	Description of work	Quantity
1	Spot billing Machines with built in impact printer, Carry case	130
2	Development of Spot billing software and Application for download and upload	1
3	Annual maintenance of Spot billing machines with integrated printer, data transfer cable and Spot billing software (cost per year for 3 years after warranty)	3

3. Payments Criteria

The payment will be done on milestone basis for Spot Billing system as given below:

S No	Milestone	Payment	
1	After Sign off of SRS, submission and approval of design document, and Successful (POC) acceptance of Spot billing Solution by RECPDCL.	10% of Entire Contract Value (excluding AMC cost)**	-
2	On successful delivery of SBM's Solution with all accessories, installation, commissioning, development of interface for download / upload, meter reading capturing logics , spot billing logics and integration of SBM System with SAP solution, user acceptance for Complete SBM Solution, Completion of trainings and acceptance by RECPDCL and GED Project In-charge in Pilot town (Stage-1 'S1')	70% of the cost of machines delivered & installed at pilot town. Cost will be calculated on prorated basis of price quoted for machines in price bid at line item no. 01 (excluding AMC cost)**	70% of the cost of Price quoted for Software Development part quoted in price bid at line items no. 02 (excluding AMC cost)**
3	On successful implementation of SBM solution in 2nd Town (Stage-2 'S2')	70% of the cost of machines delivered & installed at 2nd town. (excluding AMC cost)**	-
4	On successful implementation of SBM solution in 3rd Town (Stage-3 'S3')	70% of the cost of machines delivered & installed at 3rd town. (excluding AMC cost)**	-



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5	On successful implementation of SBM solution in 4th Town (Stage-4 'S4')	70% of the cost of machines delivered & installed at 4th town. (excluding AMC cost)**	-
6	On completion of project implementation phase in all towns and completion of two billing cycles with at-least 99.8% (on daily basis) data downloading performance.	Remaining 20% Value of Stage S1-S4 (excluding AMC cost)**	Remaining 20% Value of Software development part of Stage S1. (excluding AMC cost)**
7	AMC of SBM Solution for 3 Years after implementation period.	On quarterly basis in advance arrears, i.e. at the end of one quarter.	

** Price is sum total of all inclusive cost for software, hardware supply and implementation but excludes the post implementation support.

The completion time of the project shall be monitored as per milestones mentioned above. Any delay in compliance to the milestone timelines shall lead to Penalty, and shall be deducted from the payments due under the Contract or by invoking the Contract Performance Bank Guarantee and/or otherwise, as per the following Penalty table–

5. Timelines and Penalty

Milestone	Timelines	% age penalty on Price
On successful delivery of SBM's Solution as per release order schedule with all accessories, installation, commissioning, development of interface for download / upload, meter reading capturing logics , spot billing logics and integration of SBM System with SAP solution, user acceptance for Complete SBM Solution, Completion of trainings and acceptance by RECPDCL and GED Project In-charge	Delivery of SBM solution - Within 04 weeks from the date of release order Implementation of SBM solution – Within 08 weeks from the date of release order.	Not Applicable
	Beyond above weeks	5% of Contract Value (excluding Post Implementation phase Value) per month or part-thereof with maximum capping of 20%.



4. Service Level Agreement (SLA)

1. Terms of Agreement

This agreement shall remain in force from the date of commencement of warranty (warranty will start from the date of installation and user acceptance) till the expiry of warranty and AMC for all equipment installed and commissioned.

2. Scope of Work for SLA

a) Uptime guarantee

The agreement stipulates that bidder shall maintain each equipment with an uptime of 99.8%. The uptime will be calculated on monthly basis.

Bidder has to replace the equipment or its part as applicable in case it is not working within defined timelines.

b) Maintenance Services

Bidder shall provide following maintenance services under this agreement:

Any system failure will be attended at the user site by bidder's engineer and if necessary by their specialists. In case equipment is to be taken to Test & Repair Center of OEM, bidder will provide standby equipment of equal capacity. It is responsibility of bidder to ensure proper earthing of location / site before installation/upgrade / maintenance of equipment till the warranty / AMC expires.

c) Spares Availability/Support for OS Patch

Bidder shall have a back-to-back Business Critical Support arrangement with the OEM for spares and escalation support. Bidder shall also have a formal arrangement with OEM for any technical support that may be required on the hardware and the operating system. A copy of agreement between bidder & OEM should be submitted along with the bid.

The deliveries under system software/patches support include: -

- a) System Software updates
- b) Pro-active patch notification & installation
- c) Operating System Bug-fixes
- d) Access to OEM Diagnostic Solutions Database.

3. Method of contact to Engineer

Bidder is required to submit the support escalation matrix for L1, L2, and L3 support along with the bid. Bidder should mention contact no, e-mail id and name of concerned person in this matrix. The support team of the bidder will work with IT Helpdesk of user for ensuring complaint resolution for supplied equipment as per SLA.

4. Reporting

The Bidder shall prepare a monthly Uptime Summary Report.

5. Penalty for SLA Non-Compliance

In case the uptime commitment is not met, same shall attract a penalty @ Rs. 10000 per day per server or part thereof. The penalty amounts shall be recovered from the payments due to the vendor. A sample calculation is given below:

If the actual uptime achieved in 97.5%, penalty amount shall be:

$$\text{Rs. } 10000 \times \{(99.8 - 97.5) / 100 \times 365\} = \text{Rs. } 83,950$$



SECTION-V

GENERAL CONDITIONS OF TENDER

Part – 1

1. The bidder must fulfil the 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.



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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. The bidder needs to provide authorization letter from OEM (specific to this enquiry) as per the format attached at Form V.

13. Performance Security:

- a) 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 against the supply portion for 3 years plus 6 month claim period and after completion of 3 years or before expiry of PBG of supply portion bidder has to submit the PBG for AMC portion for 2 years plus 6 month claim period of 10% of total value of AMC portion for the due performance and fulfilment of the contract by your firm in the format placed at Annexure – A.
- b) The Performance Bank Guarantee may be drawn from a scheduled commercial bank in favour of The “REC Power Distribution Company Ltd”, New Delhi.
- c) 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.
- d) 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.
- e) 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.
- f) No Bank Charges/ interest shall be payable for the Performance Bank Guarantee.

14. 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



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installation at the specified locations in GOA State. The exact details of location address etc. shall be provided along with the release order.

15. 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".
16. RECPDCL reserves the right to increase/decrease the RC quantity (on same rate and terms and conditions) by 20% if required.
17. All other terms and conditions of the GENERAL CONDITIONS OF CONTRACT shall be applicable.
18. 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.
19. 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 30 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.
20. 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.
21. 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.
22. 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.
23. 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 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 average annual turnover of the bidder shall be a minimum of Rs. 25 Lakhs in last 3 financial years (FY 2012-13, 2013-14 and 2014-15). Copy of Audited Balance Sheet and P&L Account for the respective financial years to be submitted in this regard.
3. The bidder should have successfully implemented similar spot billing solutions at any of the Indian State electricity distribution companies during last 3 years (FY 2012-13, 2013-14, 2014-15) ending last day of month previous to the one in which applications are invited. Bidder should meet either of the following criteria defined below. (Proof: Work Order/PO/Contract/Agreement with Copy of completion certificate/Performance certificate on client letterhead)
 - a. One similar completed work costing not less than the amount equal to 20 Lacs.
Or
 - b. Two similar completed works each costing not less than the amount equal to 12.5 Lacs.
Or
 - c. Three similar completed works each costing not less than the amount equal to 10 Lacs.

Details of Successful Completion of Projects by Bidder

Year of Completion	Equipment Supplied (make & Model)	Number of Units Supplied	Client Name and Location of Project

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



Pre-Qualifying Criteria (Mandatory Requirements) for OEM

S. No.	Qualification Criteria	Documents Required
1	The OEM 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 Server OEM shall be Rs. 10 Crores in last 3 financial years (FY 2012-13, 2013-14 and 2014-15).	Copy of Audited Balance Sheet and P&L Account for the respective financial years to be submitted in this regard
3	The OEM vendor shall have at least one service center within the Goa or nearby State (Karnataka & Maharashtra) State with sufficient infrastructure.	Copy of Self certification along with location and contact details of the said service center to be enclosed in this regard.
4	The hardware models shall be supported by the hardware OEM for a minimum period of next five years	Self-Certificate from the OEM
5	The supplier shall submit the data sheets for each of the hardware model detailing the specifications of the hardware	Data Sheets from the OEM



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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.

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 excluding service tax 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 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 Performa of Schedule rate, i.e. 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.



SECTION-IX

TENDER FORMS



REC Power Distribution Company Limited

FORM-I

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 Agency for Rate Contract for Supply of Spot Billing Machines with attached portable printer for IT Implementation at Goa Electricity Department

Sir,

1. With reference to your Tender No. ----- dated ----- for **Rate Contract for Supply of Spot Billing Machines with attached portable printer for IT Implementation at Goa Electricity Department**, I wish to apply for engagement with RECPDCL as **“Rate Contract for Supply of Spot Billing Machines with attached portable printer for IT Implementation 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.



PREQUALIFICATION CRITERIA DETAILS

Rate Contract for Supply of Spot Billing Machines with attached portable printer for IT Implementation at Goa Electricity Department

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	Servers Type	Unit	Quantity	Rate per Unit (in Rs.)	Applicable Taxes per Unit (in Rs.)	Total all inclusive unit price (in Rs.)	Total Amount (Rs.)
A	B	C	D	E	F	G=E+F	H=DxG
1	Spot billing Machines with Portable impact printer, Carry case with 2 year warranty	Nos.	130				
2	Development of Spot billing software and Application for download and upload	Nos.	1				
3	Annual maintenance of Spot billing machines with integrated printer, data transfer cable and Spot billing software (Cost for 3 rd year)	Year	1				
4	Annual maintenance of Spot billing machines with integrated printer, data transfer cable and Spot billing software (Cost for 4 th year)	Year	1				
5	Annual maintenance of Spot billing machines with integrated printer, data transfer cable and Spot billing software (Cost for 5 th year)	Year	1				
Total All Inclusive Value for Tender BOQ (Rs.)							

1. 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.
2. The quantities mentioned above are for evaluation purposes only. Actual Quantities may vary (+/- 20%) as per site requirement and Release Orders against this Rate Contract (RC) shall be placed accordingly.
3. The quoted rates must be inclusive of all taxes as applicable at the time of bidding.
4. Bidders are to quote their rates strictly as per above format.



FORM IV

FORMAT FOR NO-DEVIATION CERTIFICATE

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

S. No.	Clause No.	Details of deviation with justifications

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.



REC Power Distribution Company Limited

**FORM-V
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, 10th 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, 10th 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



REC Power Distribution Company Limited

Annexure B

ACCEPTANCE FORM FOR PARTICIPATION IN REVERSE AUCTION EVENT

(To be signed and stamped by the bidder)

In a bid to make our 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 as 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 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 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.

Signature & Seal of the Bidder