



**NTPC SAIL POWER COMPANY PVT LTD**

(A Joint Venture of NTPC & SAIL)

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

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

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

Contracts & Materials Management Department

**Invitation of Applications for Vendor Enlistment**

Durgapur

**Ref.No. NSPCL/DGP/ C&M / A4/ 2014**

**Dt. 12.02.2014**

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

Pkg Code	Description of Services(works)	Application Fee in Rs.
B 20	Cooling Water (CW) Treatment	Rs.1000/-

The application form is available free of cost for download from website / collection from office of AGM(C&M), NSPCL,Durgapur up to **12.03.2014** & Last date of submission of application is **19.03.2014**. Application Form, Qualifying Requirements & Application Fee along with instructions to applicants are elaborated hereunder.

**Addl. General Manager ( C & M )**

1. **Application form:** The prescribed Application Form enclosed herewith should be furnished by all the applicants for the applicable/ relevant clauses.
2. **Application fee :** Application form to be submitted by the vendor alongwith application fee as specified against the item/ contract above in the form of a crossed account payee Demand Draft from a nationalized Bank/ scheduled Bank drawn in favour of 'NSPCL Durgapur'. No other mode of payment is acceptable.

**2.1 All applicants registered with NSIC & MSME are exempted from application fee.**

3. **Qualifying Requirements (QR) :** 'QR' for the package has been mentioned bellow. Applicants have to meet the QR of the package for which application is submitted. All necessary documents as mentioned in the each QR have to be submitted alongwith application.

4. **How to Apply :**

- a) Interested applicant should submit application form as prescribed duly filled in and signed alongwith covering letter in the letter head of the company.
- b) Application must accompany with necessary application fee as instructed in detail.
- c) Applicants registered with NSIC/MSME must furnish copy of the certificate to avail exemption of application fee.
- d) Applicant must meet qualifying requirements as specified for each package. All supporting documents as mentioned in the QR should be submitted alongwith application & Q.R. Format duly filled in details as enclosed.
- e) The application for vendor registration complete in all respect should be sent in a sealed envelope super-scribing " Application for vendor enlistment for --- --- --- --- --- --- --- --- --- --- (Pkg Code)".
- f) The application should be addressed to AGM(C&M), NSPCL, CPP-II, DSP Complex, Durgapur-713203, W.B.

5. **General Note:**

- a) Any information/data furnished by the Applicant found to be incorrect or false or misleading at any point of time would render him liable to be debarred from the Enlistment.
- b) NSPCL reserves the right to cross check and confirm the information /details furnished by the Applicant.
- c) Notwithstanding anything contained in this application for Enlistment, NSPCL reserves the right to accept or reject any application and annul the process and reject all applications at any time without any liability or any obligation for such acceptance, rejection or annulment without assigning any reasons
- d) NSPCL will process all future procurements / contracts through e-procurement / e-tender only. All the interested applicants should have required facility for the same.

**Address for Communication and submission of Completed Application from:**

**AGM (C&M),**

NTPC-SAIL Power Company Private Limited,

(A Joint Venture of NTPC & SAIL)

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

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

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

Contracts & Materials Management Department

Email Address : nspclgdp.cm@gmail.com

**Application Form for Enlistment of Contractors**

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

		Name of Partner	Address			
1.5 (b)	In case of partnership firm the names of all the partners and their addresses are to be furnished. Attested copies of Partnership deed to be attached. Original partnership deed to be produced for Verification on demand.					
1.5 (c)	In case of individual following may be furnished.					
	full name					
	address					
	Place and nature of business					
	Cell no, ph no, email address					
1.6	Name & address of allied concerns, if any).					
1.7	Whether already registered or applied for registration in any other station of NSPCL or applied for registration in any other name either in individual or partnership	Yes / No				
		If Yes , details:				
1.8 (a)	A solvency certificate granted by a 1 <sup>st</sup> Class Magistrate or a certificate of the banker about turnover of transaction and financial capacity, original to be produced on demand (one copy must be enclosed)	Enclosed - Yes/No				
1.8 (b)	Balance sheet of the firm for previous THREE financial year attested by a Chartered Accountant (to be enclosed)	Enclosed - Yes/No				
1.9	Please give following along with copy of certificate / registration					
1	PAN No					
2	Central Sales Tax No					
3	State Sales Tax No					
4	PF No					
5	ESIC Registration No					
6	Service Tax Registration No					
1.10	Details of relatives employed in NSPCL giving full particulars i.e. name designation and the department unit in which working					
1.11	Expansion plan, if any'					
1.12	Brief history of labor Relations in the establishment in last one year. Specify strikes, lockouts, tool-down etc.					
1.13	Any other particulars/ merits in favour					
1.14	Whether, Micro, Small or Medium Industry as per MSMED Act '2006	MICRO		SMALL		MEDIUM

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

Name of the package : Cooling Water (CW) Treatment

Package Code : B20

Completion Period : One year

**A. SELECTION CRITERION**

**TECHNICAL**

Clause 1.0 : The Agency must have successfully executed following work, within preceding 7 years, as on last date of submission of application and must submit Order copies for :

a) One Similar executed Order Value, not less than Rs. 14.72 Lacs.

OR

b) Two Similar executed Order Value, not less than Rs. 09.20 Lacs each.

OR

c) Three Similar executed Order Value, not less than Rs. 7.36 Lacs each.

**B. FINANCIAL CRITERIA :** The Average Annual Turnover of the agency, in the preceding three financial years, as on the date of submission of application, shall be not less than Rs. 18.40 Lacs.

NOTE: 1:- Similar work shall mean, Chemical treatment of CW system in any industry, including supply of chemicals and services.

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

3:- Proof of completion to be submitted – Copy of a) Completion certificate or (b) Final Bill copy. Or (c) Joint protocol signed with customer and bidder OR (d) Running Account Bill. OR (e) Final Amendment of relevant Order as per clause 1 above.

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

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