



# **BOKARO POWER SUPPLY COMPANY (P) LTD.**

(A Joint Venture of SAIL & DVC)

Hall No. – M 01, Old Administrative Building  
ISPAT Bhawan, Bokaro Steel City – 827001.

Registered Office: ISPAT Bhawan, Lodhi Road, New Delhi – 110003

CIN: U40300DL2001PTC112074

## **NOTICE INVITING TENDER**

**Name of Work: Implementation of Document Management System in  
BPSCL.**

**Tender Ref. No.: BPSCL/MM/23-24/C-212/NIT-1419 dated 11.03.2024**

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## **NOTICE INVITING TENDER**

Bokaro Power Supply Company (P) Ltd. (BPSCL), A Joint Venture Company of Steel Authority of India Ltd. (SAIL) and Damodar Valley Corporation (DVC), situated in Bokaro Steel City, Jharkhand, invites online digitally signed e-bids in Central Public Procurement Portal (CPPP) (using Class-II or above Digital Signature Certificate) for the referred work in Power Plant of BPSCL.

A complete set of Bidding Documents may be downloaded by any interested bidder from BPSCL's website ([www.bpscl.com](http://www.bpscl.com)) or the e-tendering site (<https://etenders.gov.in/eprocure/app>).

Bidder shall not tamper / modify the tender document / form including downloaded price bid template in any manner. In case the same is found to be tampered / modified in any manner, bid will be rejected and EMD will be forfeited and Bidder shall be liable to be banned from doing business with BPSCL for a suitable period as per policy of BPSCL.

Intending Bidders are advised to visit CPPP website <https://etenders.gov.in> regularly till closing date of submission of tender for any corrigendum / addendum / amendment.

### **A. GENERAL INFORMATION ABOUT THIS TENDER:**

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| 1. | Tender Reference no. & Date | <b>BPSCL/MM/23-24/C-212/NIT-1419 dated 11.03.2024</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2. | Description of Work         | <b>Implementation of Document Management System in BPSCL.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 3. | Estimated Cost              | <b>Rs. 13,27,500.00</b><br>(Rupees Thirteen Lakh Twenty Seven Thousand and Five Hundred Only) excluding GST.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 4. | Earnest Money Deposit (EMD) | <b>Rs. 15,000.00</b><br>(Rupees Fifteen Thousand only)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 5. | Period of Contract          | <b><u>Period of Completion:</u></b> Work Order will be valid for a period of three (03) years. The Contractor or his technical representative must visit the site before the job commencement. Contractor shall prepare implementation schedule in consultation with BPSCL and shall submit the same for monitoring of the project.<br><br>i. Activity 1 of the scope of work must be completed in all respect within 1 year from the commencement of the job. After successful completion of Activity 1, warranty period will start.<br><br>ii. Subsequent upon completion of Activity 1, Activity 2 of the scope of work shall start. Duration of completing this activity will be within the completion of the warranty period.<br><br>iii. After successful completion of the warranty period of one (01) year, AMC will start for a duration of one (01) year.<br><br><b><u>Period of Commencement:</u></b> Contractor must commence the job within 01 month from the date of intimation by the engineer-in-charge. |
| 6. | Price basis                 | FIRM Price during currency of the Contract                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

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| 7.  | Important Dates & Time                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | As per the dates mentioned in Tender Details of e-Procurement Portal.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 8.  | Qualifying Requirements / Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|     | <p><b>Financial Capability:</b></p> <p>1. Bidder should have Minimum average annual turnover (MAT) of <b>Rs. 3.98 Lakhs</b> in preceding three (03) Consecutive Financial years.</p> <p><b>Note:</b></p> <p>a) Average annual turnover shall be determined taking into consideration turnover of preceding three consecutive financial years. Other income shall not be considered for arriving at annual turnover.</p> <p>b) Audited annual accounts along with auditor's report of the bidder should be furnished in support of the same. Where audited annual account is not mandatory as per the law, the bidder has to submit annual financial turnover during the consecutive last three (03) years, ending 31<sup>st</sup> March of the previous financial year duly certified by CA.</p> <p><b>Technical Capability:</b></p> <p>2. Bidder should have experience of having completed similar work in India in any Public Sector Undertaking / Government / Semi Government organization or joint venture thereof / Company registered under Companies Act during last 7 years ending last day of month previous to the one in which offers are invited. Value of such work order shall be either of the following:</p> <p>a) Three similar completed works each costing not less than to <b>Rs. 3.98 Lakhs</b><br/>OR</p> <p>b) Two similar completed works each costing not less than to <b>Rs. 5.31 Lakhs</b><br/>OR</p> <p>c) One similar completed work costing not less than to <b>Rs. 9.29 Lakhs</b></p> <p><b>Similar Work means</b><br/>Development and Installation of Document Management System<br/>OR<br/>Development and Installation of software to store large number of scanned documents and displaying the stored, scanned documents.</p> <p><b>Completed Work</b> means the executed / completed portion of Work Order / Annual Maintenance Contract / Rate Contract, even if the work has not been completed in totality (subject to furnishing proof of executed value of work in the form of certified copies of RA Bills) along with successful work execution certificate (by the concerned authority).</p> <p>3. In support of their eligibility and experience, the bidder is required to submit self-attested photo copies of work orders &amp; completion certificates (by the concerned competent authority) along with the techno-commercial bid.</p> <p><b>Consortium Requirements:</b> Not applicable for this tender.</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 9.  | Tender Validity Period                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>a. Validity of the offer shall be at least <b>Six (06) months</b> from the Bid Opening Date. In case of extension of "Bid Submission / Opening Date", the validity will be counted from the extended Bid Submission End Date.</p> <p>b. In case prices are finalized through Reverse Auction / Price Negotiation, the validity of the final quoted price shall be two (02) months from the date of discovery of the final L-1 price, either through Reverse Auction or through Price Negotiation, as the case may be, or till the validity of the techno-commercial bid, whichever is later.</p> |
| 10. | Reverse Auction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Rates will be finalized through Reverse Auction among techno-commercially accepted bidders which will be conducted through the CPP Portal. The procedure for the same is detailed in Section - III of this tender document.                                                                                                                                                                                                                                                                                                                                                                         |

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| 11.                        | Other Conditions / Instructions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                            |                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                                                                                                                                                                                                                                                                |
|                            | <p>a) If a Bidder withdraws its bid after opening of bids without giving any satisfactory and acceptable explanation thereof, the Bidder shall be debarred from participating in any tender of BPSCL for a minimum period of 01 (one) year.</p> <p>b) Bidder has the option of visiting the work site for actual assessment of the job before submission of offer.</p> <p>c) Any conditional offer or offer having deviations is liable to be rejected.</p> <p>d) Bidder is advised to mention page number on each page of documents submitted by him / her. BPSCL shall not bear any responsibility in case of any loss of documents submitted by the bidder during tender opening or thereafter.</p> <p>e) If the Bidder is a Firm or Company, then it shall, in the forwarding letter, mention the number and names of all the partners &amp; shall sign before submitting the same, unless the Power of Attorney holder has specifically been authorized in this respect.</p> <p>f) Price or any indication of price shall <b>NOT</b> be mentioned in the Techno-Commercial Bid.</p> <p>g) The tenders received will be opened on scheduled opening date and time in the office of Material Management, in presence of such bidders who might choose to witness the same</p> <p>h) In case the date of tender opening happens to be a holiday, the tender will be opened on the next working day at the same time.</p> <p>i) Public Procurement Policy for Micro and Small Enterprises (MSEs): BPSCL reserves the right to exercise Purchase Preference i.r.o Micro and Small Enterprises (MSEs) as per guidelines mentioned in the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012, amendments thereto issued by the Government of India through Office Memorandums dated 17.04.2018 &amp; 14.11.2018 and any other amendments issued by the Government till the date of opening of offers received against this tender.</p> <p>j) Offers from two or more bidders shall summarily be rejected if they have any of the following parameters in common:</p> <ul style="list-style-type: none"> <li>i) Same PAN</li> <li>ii) Same GST Number</li> <li>iii) Same Postal address</li> <li>iv) Same E-mail ID</li> <li>v) Same Mobile number</li> <li>vi) Same person signing in more than one offer / representing more than one bidder.</li> </ul> <p>k) BPSCL reserves the right to:</p> <ul style="list-style-type: none"> <li>i) Retender / extend the due date of submission of offer.</li> <li>ii) Accept or reject any offer / all offers in full or part at any time at any stage without assigning any reasons and without any compensation thereof to the bidders.</li> <li>iii) Modify the tender documents at any stage before the due date of tender.</li> </ul> |                            |                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                                                                                                                                                                                                                                                                |
| 12.                        | <table border="1" style="width: 100%;"> <tr> <td style="width: 25%;">Address for correspondence</td> <td> <b>Sri A.K Das</b>, Chief General Manager (Material Management)<br/> Bokaro Power Supply Company (P) Ltd.<br/> Hall No. – M 01, Old Administrative Building<br/> ISPAT Bhawan, Bokaro Steel City – 827001.<br/> Contact no.: +91 8986874119<br/> E-mail ID: <a href="mailto:purchase.bpscl@gmail.com">purchase.bpscl@gmail.com</a>, <a href="mailto:purchase@bpscl.com">purchase@bpscl.com</a> </td> </tr> <tr> <td></td> <td> For any queries regarding all sorts of application of e-Procurement system while acquiring digital signature, registration, downloading &amp; uploading of tender documents, activation of user ID &amp; password, <u>Mr. Ashwani Shukla</u>, Contact no.: <u>8434629937</u> may please be contacted. </td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Address for correspondence | <b>Sri A.K Das</b> , Chief General Manager (Material Management)<br>Bokaro Power Supply Company (P) Ltd.<br>Hall No. – M 01, Old Administrative Building<br>ISPAT Bhawan, Bokaro Steel City – 827001.<br>Contact no.: +91 8986874119<br>E-mail ID: <a href="mailto:purchase.bpscl@gmail.com">purchase.bpscl@gmail.com</a> , <a href="mailto:purchase@bpscl.com">purchase@bpscl.com</a> |  | For any queries regarding all sorts of application of e-Procurement system while acquiring digital signature, registration, downloading & uploading of tender documents, activation of user ID & password, <u>Mr. Ashwani Shukla</u> , Contact no.: <u>8434629937</u> may please be contacted. |
| Address for correspondence | <b>Sri A.K Das</b> , Chief General Manager (Material Management)<br>Bokaro Power Supply Company (P) Ltd.<br>Hall No. – M 01, Old Administrative Building<br>ISPAT Bhawan, Bokaro Steel City – 827001.<br>Contact no.: +91 8986874119<br>E-mail ID: <a href="mailto:purchase.bpscl@gmail.com">purchase.bpscl@gmail.com</a> , <a href="mailto:purchase@bpscl.com">purchase@bpscl.com</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                            |                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                                                                                                                                                                                                                                                                |
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For and on behalf of  
Bokaro Power Supply Company (P) Limited

**(A K Das)**  
**CGM (MM)**