



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: Office Assistance Jobs of F&A Department at Head
Quarter, BPSCL.

Tender Ref. No.: BPSCL/MM/23-24/C-211/NIT-1427 dated 12.03.2024

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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) 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:

1.	Tender Reference no. & Date	BPSCL/MM/23-24/C-211/NIT-1427 dated 12.03.2024
2.	Description of Work	Office Assistance Jobs of F&A Department at Head Quarter, BPSCL.
3.	Estimated Cost	Rs. 48,47,742.00 (Rupees Forty Eight Lakh Forty Seven Thousand Seven Hundred and Forty Two Only) excluding GST.
4.	Earnest Money Deposit (EMD)	Rs. 15,000.00 (Rupees Fifteen Thousand only)
5.	Period of Contract	Two (02) Years from the date of commencement of work.
6.	Price basis	FIRM Price during currency of the Contract
7.	Important Dates & Time	As per the dates mentioned in Tender Details of e-Procurement Portal.
8.	Qualifying Requirements / Eligibility Criteria	<p>Financial Capability:</p> <p>1. Bidder should have Minimum average annual turnover (MAT) of Rs. 7.27 Lakhs in preceding three (03) Consecutive Financial years.</p> <p>Note:</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,</p>

ending 31st March of the previous financial year duly certified by CA.

Technical Capability:

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:

- a) Three similar completed works each costing not less than to **Rs. 7.27 Lakhs**
OR
- b) Two similar completed works each costing not less than to **Rs. 9.69 Lakhs**
OR
- c) One similar completed work costing not less than to **Rs. 16.96 Lakhs**

Similar Work means Deployment of Office Assistant in Finance & Accounts department or computer operator in routine office work.

Completed Work 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).

2.1 In support of their eligibility and experience, the bidder is required to submit self-attested photo copies of work orders & completion certificates (by the concerned competent authority) along with the techno-commercial bid.

2.2 Partially completed work orders having validity of more than one year shall be considered for Technical Evaluation conforming to the definition of Similar Nature Work in the work order for assessment of eligibility as per Eligibility Criteria if the Bidder has completed at least 01 (one) year of the period of the work order.

Note: Work Order, whose total work duration is one year or less than one year, will only be considered for Technical Evaluation if work execution against the same has been completed in totality.

2.3 Completed Sub-orders issued against Rate Contract shall be considered after completion of 01 (one) year period of that Rate Contract. All Sub-Orders completed by a bidder under one Rate Contract will be considered as single work order for evaluation as per Eligibility Criteria.

Consortium Requirements: Not applicable for this tender.

9.	Tender Validity Period	a. Validity of the offer shall be at least Six (06) months 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. 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.
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.
11.	Other Conditions / Instructions	
	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>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 & 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 NOT 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 & 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"> i) Same PAN ii) Same GST Number iii) Same Postal address iv) Same E-mail ID v) Same Mobile number vi) Same person signing in more than one offer / representing more than one bidder. <p>k) BPSCL reserves the right to:</p> <ul style="list-style-type: none"> i) Retender / extend the due date of submission of offer. 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. iii) Modify the tender documents at any stage before the due date of tender. 				
12.	<table border="1"> <tr> <td data-bbox="260 1294 507 1509">Address for correspondence</td> <td data-bbox="507 1294 1482 1509"> <p>Sri A.K Das, Chief General Manager (Material Management) Bokaro Power Supply Company (P) Ltd. Hall No. – M 01, Old Administrative Building ISPAT Bhawan, Bokaro Steel City – 827001. Contact no.: +91 8986874119 E-mail ID: purchase.bpscl@gmail.com, purchase@bpscl.com</p> </td> </tr> <tr> <td data-bbox="260 1509 507 1655"></td> <td data-bbox="507 1509 1482 1655"> <p>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, Contact no.: 8434629937</u> may please be contacted.</p> </td> </tr> </table>	Address for correspondence	<p>Sri A.K Das, Chief General Manager (Material Management) Bokaro Power Supply Company (P) Ltd. Hall No. – M 01, Old Administrative Building ISPAT Bhawan, Bokaro Steel City – 827001. Contact no.: +91 8986874119 E-mail ID: purchase.bpscl@gmail.com, purchase@bpscl.com</p>		<p>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, Contact no.: 8434629937</u> may please be contacted.</p>
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For and on behalf of
Bokaro Power Supply Company (P) Limited

(A K Das)
CGM (MM)