

**NORTH EASTERN ELECTRICITY SUPPLY COMPANY OF ORISSA LIMITED**

**OFFICE OF THE CHIEF EXECUTIVE OFFICER**

**Corporate Office:** Januganj, Balasore – 756019, Orissa, Fax No.-06782-263259

**Regd. Office:** Plot No. N-1/22 , Nayapalli , Bhubaneswar-751012, Orissa, Fax-0674-2558343

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# **TENDER DOCUMENT**

FOR

LAN NETWORKING

**TENDER NOTICE NO. 1449 Dtd. 12.01.2010**

- \* The last date and time of receipt of tenders : 28.01.2010 up to 5.0 PM
- \* Date and time of opening of the tender: 29.01.2010 by 11.00 PM

**General Manager (Works)  
NESCO, Balasore.**

**NORTH EASTERN ELECTRICITY SUPPLY COMPANY OF ORISSA**  
**LIMITED OFFICE OF THE CHIEF EXECUTIVE OFFICER**

**Corporate Office:** Januganj, Balasore – 756019, Orissa, Fax No.-06782-263259

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No.1449

Date. 12.01.2010

***TENDER CALL NOTICE No.***

Sealed tenders are hereby invited from the intending firms having adequate experience and capable for supply & wiring of LAN materials for networking in Circle Offices and Division Offices of NESCO.

The details of tender specification along with scope of works may be obtained from this office during office hours on working days or from the website of NESCO i.e [www.nescoorissa.com](http://www.nescoorissa.com) on payment of Rs.500/- (Five hundred only) + VAT 4% ( non-refundable) in shape of cash/ Bank Draft in favour of NESCO Ltd. ,Balasore , from 14.01.2010 to 27.01.2010. The last date of submission of tender documents on 28.01.2010 by 5.00 PM. The bid will be opened on 29.01.2010 at 11 AM.

The undersigned reserves the right to cancel any or all tenders & distribute the works among the valid Contractors without assigning any reasons thereof.

**General Manager (works)**  
NESCO, Balasore

## **INSTRUCTION TO BIDDERS**

1. Tender papers, which are purchased from this office, will be considered subject to attachment of original money receipts . Otherwise , the tender paper can be down loaded from website ([www.nescoorissa.com](http://www.nescoorissa.com)) and the same should accompany a demand draft of Rs. Rs.500/- + VAT 4% in shape of Bank Draft in favour of NESCO Ltd. , Balasore within the scheduled date of purchase. Any other form of tender will be rejected.
2. The NESCO may split up the work amongst more than one Tenderer for any particular work. The lowest bid may not guarantee to be offered the whole contract will be offered to the said bidder.
3. Sealed Tenders complete with all details is to be submitted to this office on or before dtd.28.01.2010 **up to 5.00 PM** in double sealed cover super-scribed on each of the cover as ***“Tender Specification against Tender Notice No.1449 Dtd. 12.01.2010 ” due to be opened on dtd.29.01.2010 by IIAM.***Tender shall be submitted in person only. Any other means of delivery shall not be accepted.. Tender will be opened in the office of the undersigned on above date & time. Tenders received after due time and date shall not be considered.
4. Telegraphic Tender shall not be accepted under any circumstances.
5. NESCO reserve the right to reject the lowest or any other tender or all tenders without assigning any reason thereof.
6. The tenders should be kept valid for a period of 12 months from the date of opening of the tender.
7. After opening of the tender and within the validity period no reduction or enhancement in price will be entertained. On the other hand, it will make the tender liable for rejection. However management reserves the right for negotiation of rates & terms from among the eligible bidders.
8. The Tenderers are expected to be fully conversant with the meaning of all the clauses of the specification before submitting their tender. In case of doubt regarding the meaning of any clause, they may ask for clarification in writing from the undersigned. This, however does not entitle the Tenderer to ask for time beyond due date fixed for receipt of tender.

9. The bidders will give weightage according to their previous experience in the same line. So credential certificate if any should be furnished with the tenders.

**Conditional Offers shall not be accepted.**

10. (i) While submitting tender precaution must be taken to avoid over writing  
(ii) In the event of discrepancy or arithmetical error in the Schedule of Price, the decisions of NESCO shall be final and binding on the bidder.
11. The Tenders must be accompanied with copy of PAN with latest I.T return, TIN with latest VAT return and Service Tax Registration No. .

**General Manager (Works)**  
**NESCO, Balasore**

**A) TECHNICAL SPECIFICATION:**

This specification is prepared for execution of LAN networking of computers in Circle/Division offices of NESCO which have not yet been LAN networked.. All the materials required for execution of the works will be supplied by the bidder except LAN switch which will be provided by NESCO. The materials such as LAN Card, RJ 45 Jack CAT-6 cable and cashing & capping etc. are required for wiring for LAN networking of the existing computer system of NESCO. The materials of D- Link . The bidder should scrupulously maintain the quality of materials to be used and its installation. The concerned supply Engineer/ IT personal of NESCO from time to time will inspect the work & issue instructions to rectify the work, which are not as per standard Code of practice. The bidder will execute the work in Circle Offices and Division Offices of NESCO under district of Balasore, Mayurbhanj, Bhadrak, Jajpur & Keonjhar within the time schedule as per the work order.

The details of work to be taken up are a) supply & installation of LAN Card, b) supply & installation of RJ 45 Jack, c) supply & laying of CAT-6 cable using suitable size of cashing & capping and d) Computer LAN configuration which including transportation cost of material to site and execution of work at the site . All the materials should be of reputed brand as specified above & they will be used after satisfaction of IT personnel designated by NESCO.

1. The tenderers should quote for different items of work against each unit of work. If there is any tax leviable, the same should be clearly be mentioned as additional charge.
2. The tender is floated for finalisation of rate of different items of work involved for LAN wiring . After finalization of tender a rate contract will be drawn with the contractor. On the basis of the rate contract, the work order will be issued from the Corporate Office/ field officers authorized by Corporate Office..
3. The work will be taken up & measured under the general terms & conditions attached herewith. The bidder should acquaint himself with the same. Ignorance of the same will not be entertained at any point of time after issue of work order.

**General Manager (Works)  
NESCO,Balasore.**

## **B) GENERAL TERMS AND CONDITONS**

The bidders are requested to submit the tender as per instructions given below.

The tenders not prepared as per our terms detailed below are liable for rejection.

### **1. PRICE:**

The price quoted should be firm and final. The rate and total should be entered both in figures and words and any correction should be attested under the Seals of the Firm. No revision of rates from that originally quoted will be allowed within the validity period. The rate should be quoted at work site inclusive of all taxes and duties as per enclosed Price bid format .

### **2. SALES TAX:**

Sales Tax declaration Form 'E'/'C' as applicable will be issued for the execution of work by NESCO. The up-to-date Sales Tax Clearance certificate should be furnished with the tender.

### **3. TOOLS, TACKLES & CONSUMABLES:**

All required tools, tackles, consumables required for the execution of the work , shall have to arranged by the contractor without any extra financial cost to NESCO. If the contractor fail to mobilize sufficient number of tools & tackles on time , the NESCO Engineers/ IT personnels reserve the right to engage the same in the interest of the work at the risk and cost of the contractor.

### **4. QUALITY AND WORKMANSHIP :**

The work shall be executed under the direct supervision of the NESCO engineers/ IT Personals ' and if any work is found unsatisfactory by NESCO engineers/ IT personals , the contractor shall have to dismantle the same and rectify without any extra financial cost to NESCO.

### **5. WATCH & WARD :**

The contractor shall be responsible for arranging suitable watch & ward of the own materials as well as of installations from the time of issue to final taken over of the installation by NESCO.

### **6. MEASUREMENT OF WORK:**

The work item wise as enclosed in price bid including cost of Transportation will be measured & certified by the Asst. Manager ,IT of NESCO duly signed by concerned Executive Engineer & based on the measurement the bill will be certified by NESCO engineer / IT personal . The certified bill will submit to DDO, Corporate Office, NESCO for payment.

**7. TERMS OF PAYMENT:**

- i) 90% progressive payment shall be made within 30 days of submission of the bill after compilation of work and verification thereof.
- ii) Balance 10% payment shall be released after successfully completion of the Guarantee period (Cl. 9).

Only final bill (unit wise\*) will be accepted along with certified measurement after completion of the of work and no running bills will be given in this case.

( '\*' In this case Circle will be considered as a unit)

**8. TAXES & DUTIES:**

- i) The price are exclusive of service tax and shall be reimbursed at actual against documentary evidence, All other taxes and duties excluding service tax are under the scope of the contractor.
- ii) All payments will be subject to tax deduction at source prescribed under Income Tax  
Act & Orissa Sale Tax Act (work contract tax).
- iii) The contractor shall be responsible for due payment of all applicable taxes, duties, levies charges & expenses with respect to or arising out of performance of this work order.

**9. GUARANTEE:**

The works should be guaranteed for satisfactory operation and trouble free service for a period of **twelve months** from the date of completion of the work. Any defect noticed during this period shall be made good by the Contractor free of cost provided such defects are attributed to faulty design and workmanship used. The above guarantee certificate shall be furnished in triplicate to the authority for approval.

**10. COMPLETION OF WORK:**

The work should be completed within the stipulated contract period as would be stipulated in Work order.

**11. INSPECTION:**

The authorized representative of NESCO or the Superintending Engineer (Distribution) may inspect the works at any stage during the execution of works. In

this connection bidder will have to execute the agreement for above work with the work order issuing authority.

**12. VALIDITY:**

- a) Price should be firm and offer should be valid for a period of 12 months from the date of opening of the tenders / placement of work order.
- b) Tenders with lesser validity period will be rejected out right at the time of opening of the tender.
- c) Tender with conditional validity or rates will be rejected out right.

**13. MATERIALS :**

All the materials required for execution of the works will be supplied by Contractor except LAN switch, which will be supplied by NESCO & issued through Asst. Manager IT, NESCO, Balasore.

**14. TRANSPORTATION :**

Transportation of materials from Balasore to site at Baripada, Keonjhar, Bhadrak & Jajpur Road should be indicated separately. Local transportation in respective jurisdiction will be provided by the Superintending Engineer concerned.

**15. SCOPE OF THE WORK:**

NESCO reserves the right to alter, reduce or increase the scope of works or allot the work in splitted manner amongst 2 or more bidders and without assigning any reason thereof, what so ever. The decision of the NESCO will be final.

If the rates of this tender appears unreasonable as per the internal estimate of the company, then NESCO reserves the right to cancel the tender without assigning any reason thereof, what so ever .The decision of the NESCO will be final.

**16. ACCEPTANCE:**

The successful bidder / bidders on receipt of the work order/ letter of intent should intimate its acceptance within 15 (fifteen) days of receipt of order, failing which the order will be automatically cancelled with forfeiture of earnest money deposit as applicable.

**17. JURISDICTION OF THE HIGH COURT OF ORISSA:**

Suits if any, raising out of the contract shall be filed by either parties in any court of Law to which the jurisdiction of the High Court of Orissa extends. The bidders who does not adhere to this Clause will be rejected.

**C) CANCELLATION OF THE BID: -**

NESCO reserves the right to modify, cancel, split, postpone, withdraw the invitation of bids without assigning any reason thereof and shall bear no liability whatsoever consequent upon such a decision.

**General Manager (Works)**

## **PRICE BID**

<b>Item No.</b>	<b>Item description</b>	<b>Unit</b>	<b>Qty.</b>	<b>Rate (in Rs.)</b>
1	Supply & installation of LAN Card (D-link make)	No.		
2	Supply & installation of RJ 45 Jacks (D-link make).	No.		
3.	Supply & installation of CAT-6 cable using suitable size of casing & capping.	Rmt.		
4.	Computer LAN configuration ( maximum 4 systems in each office)	Each office		
5.	Transportation from Balasore to Baripada, Keonjhar, Bhadrak & Jajpur Road separately.	LS		

**NB :** The above quoted rates are inclusive of installation charges , all taxes & duties as applicable.

**Signature of Bidder  
with Seal**

**PERFORMANCE SECURITY FORM**

To  
(Name of the Distco.)

**WHEREAS** ..... (Name of Supplier) hereinafter called "supplier" has undertaken, in pursuance of Contract / Purchase Order No. .... dtd. .... to supply ..... (description of materials / equipment and services), herein after called "Contract".

**AND WHEREAS** it has been stipulated by you in the said contract that the supplier will furnish you with a Bank Guarantee by a scheduled bank for the sum equivalent to 10% (ten percent) of the contract value as security for compliance with the suppliers performance obligations in accordance with the contract.

**AND WHEREAS** on the request of the supplier, we ..... (Name, Branch and Address of the issuing bank) having our registered office at ..... hereinafter called the Banker have agreed to issue the said Bank Guarantee on behalf of the supplier towards security for performance of the contract.

**THEREFORE WE** hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, upto a total sum of Rs. .... (amount of the guarantee in figures and words) and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limit of ..... ((amount of the guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the ..... day of ..... with an additional claim period of three months ending on the ..... day of .....

Signature and Seal of the Bank

Witnessed by

Date .....

Signature, Name & Address

Address .....

**NOTE :** This should be executed on a Non Judicial Stamp Paper worth Rs. 50/- purchased in the name of the issuing bank.