

# National Highways & Infrastructure Development Corporation Limited

(Ministry of Road Transport & Highways)

**Name of work: CONSULTANCY SERVICES FOR AUTHORITY ENGINEER FOR PROJECT OF 2 Laning of (i) Mahadevpur to Buridehing section of NH-52B and (ii) Bordumsa-Namchik ( Buridehing – Jairampur) road on NH-52B (New NH-215) from Km. 0.15 ( starting chainage near Buridehing Bridge ) to Km. 22.380 in the state of Arunachal Pradesh on EPC basis**

–Invitation of RFP-reg.

## PROCEDURE UNDER E-TENDERING

### DEFINITIONS:

a. **C1 India Pvt Ltd:** Service provider to provide the e-Tendering Software and facilitate the process of e-tendering on Application Service Provider (ASP) model.

b. **NHIDCL e-Procurement Portal:** An e-tendering portal of National highways & Infrastructure Development Corporation Ltd. (“NHIDCL”) introduced for the process of e-tendering which can be accessed on <https://NHIDCL.eproc.in>.

(Note: RFP stands modified to the extent required as per these instructions)

### 1. ACCESSING/PURCHASING OF BID DOCUMENTS:

- (i) It is mandatory for all the bidders to have class-III Digital Signature Certificate (With Both DSC Components, i.e. Signing & Encryption in the name of authorized Signatory (who will sign the Bid)) from any of the licensed Certifying Agency (Bidders can see the list of licensed CA’s from the link ([www.cca.gov.in](http://www.cca.gov.in)) to Participate in e-tendering of NHIDCL.
- (ii) C1 India Pvt. Ltd. Facilitates procurement of Class III DSC’s from e-mudhra.
- (iii) DSC Procurement request may be sent to [ritesh.sinha@c1india.com](mailto:ritesh.sinha@c1india.com) for more details during NHIDCL working days.
- (iv) Detailed tender document can be viewed from e-tender portal of NHIDCL i.e. <https://NHIDCL.eproc.in> or NHIDCL website [www.NHIDCL.com](http://www.NHIDCL.com) from 15.05.2015 to 28.06.2015 (upto 17:00 hrs). Bid due date is 29.06.2015 (up to 11:00 hrs).
- (v) To participate in the e-bid, it is mandatory for the Applicants to get themselves registered with the NHIDCL e-Tendering Portal (<https://NHIDCL.eproc.in>) to have a user ID & Password which has to be obtained by submitting a non-refundable annual registration charges of Rs.2247/-(Rs.2000/plus service tax @ 12.36%) to M/s C1 India Pvt. Ltd. through online mode only. Validity of online Registration is 1 year.
- (vi) After making the online payment, Vendors have to send an e-mail intimation to C1India Helpdesk for their profile activation.
- (vii) All profile activations will be done only during NHIDCL working days.

(viii) No profile activation will take place during NHIDCL Holidays & gazetted holidays.

(ix) The tender can be viewed / downloaded from NHIDCL e-tendering portal till 1700 Hrs, one day prior to the Bid due date.

(x) To participate in bidding, Applicants have to pay a sum of Rs. 1000/- (Rupees One thousand only) as cost of the RFP Process (non-refundable) through online mode only in favor of “**National National highways & Infrastructure Development Corporation Ltd.**” payable at New Delhi. Rs 1295/- (One Thousand Two Hundred Ninety Five only) inclusive of all taxes shall be paid to M/s C1 India Pvt. Ltd. through online mode only.

(xi) The bidders will be allowed to download the bid documents upto **17:00** hrs, one day prior to the bid due date. The downloading facility of bids on e-Tendering portal will be made available even if the day prior to the bid due date falls on Saturday/Sunday/Holiday. Thus, the detailed tender document can be downloaded from e-tender portal of NHIDCL i.e. <https://NHIDCL.eproc.in> or from NHIDCL website i.e. [www.NHIDCL.com](http://www.NHIDCL.com) from **15.05.2015 to 28.06.2015 upto 17:00 hrs**. The bidders will not be able to make payment for the cost of bid document and tender processing fee after this time/date and will be not be able to participate. Bidder having Class-III Digital Signature certificate will only be able to participate.

(xii) If the Applicant has already registered with the C1 India Pvt. Ltd and validity of registration has not expired, then such Applicant does not require fresh registration.

Followings may be noted –

a. Applications can be submitted only during the validity of registration with the NHIDCL e-Tendering Portal being managed by C1 India Pvt. Ltd. i.e. <https://NHIDCL.eproc.in>

b. The amendments/ clarifications to the tender, if any, will be posted on the NHIDCL website ([www.NHIDCL.com](http://www.NHIDCL.com)) and NHIDCL e Tendering Portal (<https://NHIDCL.eproc.in>).

i. To participate in bidding, bidders have to pay **Application Fee (non-refundable)** as per the amount mentioned in the tender document through online mode only and **Tender Processing Fee** (Non-refundable) through online mode only. Both „Application Fee and„Tender Processing Fee” are mentioned in individual tender document as published at NHIDCL E-Tendering Portal (<https://NHIDCL.eproc.in>)

ii. If the Applicant has already registered with C1 India Pvt. Ltd for NHIDCL e -Tendering Portal usage and validity of registration has not expired, then such applicant does not require fresh registration.

iii. For helpdesk please contact **E-Tendering Cell and Help Desk Support**.

## **2. PREPARATION & SUBMISSION OF APPLICATIONS:**

(i) Detailed RFP may be downloaded from website (<https://NHIDCL.eproc.in>) and the Application may be submitted online following the instructions appearing on the screen. A Vendor manual containing the detailed guidelines for e-tendering system is also available on E - Tender portal of NHIDCL.

(ii) The following documents shall be prepared and scanned in different files (in PDF or ZIP Format such that file size is not more than 10 MB) and uploaded during the on-line Submission of bid. These documents shall also be submitted in „ORIGINAL“ to NHIDCL before the prescribed date & time for submission of Bids.

**A. Only Electronic Form (to be uploaded on the E Tender portal of NHIDCL)**

- (i) Technical proposal as indicated in para „B“ below
- (ii) Financial proposal as per format prescribed in Appendix-II of RFP.

**B. Hard copy in Original to be submitted in sealed Envelop and also Electronic form to be uploaded on the E Tender portal of NHIDCL**

**(I) Technical Proposal in Hard Bound Form including**

- (a) Power of Attorney for signing the Application
- (b) If applicable, the Power of Attorney for Lead Member of JV;
- (c) Copy of Memorandum of Understanding between JV partners, if applicable;
- (d) Copy of Memorandum of Understanding with Associate, if applicable
- (e) Technical proposal as per format prescribed in Appendix-I of RFP.

**(II)** Copy of Proof of Cost of RFP of Rs. 1000/- (Rupees One thousand only) in favour of NHIDCL, payable at New Delhi; and

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**(III)** To participate in the E-Bid submission, it is mandatory for the bidders to have user ID & password which has to be obtained by submitting an annual registration charges of INR 2247/- (2000/- + Service tax @ 12.36 %) to M/s C1 India Pvt. Ltd. Online payment facility for the submission of Registration Fee and Tender Processing Fee, which is payable to e-tender service provider (M/s C1 India Pvt. Ltd.), has been enabled on e-Tender Portal

**https://NHIDCL.eproc.in.** The bidder should pay Registration Charges and Tender Processing Fees through e-payment gateway of Canara Bank using Credit Card/ Debit Card- Master Card and Visa card only. Rs 1295/- (One Thousand Two Hundred Ninety Five only) inclusive of all taxes shall be paid to M/s C1 India Pvt. Ltd. through online mode only..

- i. The Applicant shall submit the original documents specified above in point no.2 (ii) B together with their respective enclosures and seal it in an envelope and mark the envelope as “Technical Proposal” for the Project for which proposal is submitted and name and address of the Applicant. The envelope must be clearly marked “**DO NOT OPEN, EXCEPT IN THE PRESENCE OF THE**

**EVALUATION COMMITTEE**".In addition, the Application due date should be indicated on the right hand corner of the envelope. **The original documents should be submitted before 11:00 hours Indian Standard Time on the Application due date i.e. on 29.06.2015** at the below mentioned address in the manner and form as detailed in the RFP. A receipt thereof should be obtained from the below mentioned person.

- ii. The bid (Price bid) should be submitted **online only** in the prescribed format given in the Website. No other mode of submission is accepted.
- iii. It may be noted that scan copies can be prepared in different file format (PDF, ZIP).
- iv. It may also be noted that bidders can upload a single file of size of 10 MB only but you can upload multiple files.

The Documents as specified in para 2 (ii) above shall be placed in a sealed envelope. The envelop should bear the following identifications: Enclosure Bid for "**CONSULTANCY SERVICES FOR AUTHORITY ENGINEER FOR PROJECT OF 2 Laning of (i) Mahadevpur to Buridehing section of NH-52B and (ii) Bordumsa-Namchik ( Buridehing – Jairampur) road on NH-52B (New NH-215) from Km. 0.15 ( starting chainage near Buridihing Bridge ) to Km. 22.380 in the state of Arunachal Pradesh on EPC basis "**

<b>ATTN:</b>	<b>Mr. Yogesh Chandra Srivastava</b>
<b>DESIGNATION:</b>	<b>General Manager (Tech)</b>
<b>ADDRESS:</b>	<b>3<sup>rd</sup> Floor, PTI Building, 4, Parliament Street, New Delhi – 110001.</b>
<b>Mob. NO:</b>	<b>9599022989</b>
<b>E-MAIL ADDRESS:</b>	<b>yogena05bro@gmail.com</b>

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DESIGNATION: . ¶  
¶ ADDRESS . ¶  
Phone No.: ¶  
¶ E-MAILADDRESS: . ¶

### 3. Modification / Substitution/ Withdrawal of bids:

- (i) The Bidder may modify, substitute or withdraw its e-bid after submission. Prior to the Bid Due Date. No Bid shall be modified, substituted or withdrawn by the Bidder on or after the Bid Due Date.
- (ii) Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.
- (iii) For modification of e-bid, bidder has to detach its old bid from e-tendering portal and upload / resubmit digitally signed modified bid.
- (iv) For withdrawal of bid, bidder has to click on withdrawal icon at e-tendering portal and can withdraw its e-bid.
- (v) Before withdrawal of a bid, it may specifically be noted that after withdrawal of a bid for any reason, bidder cannot re-submit e-bid again.

(vi) For participating in the tender, the authorized signatory holding Power of Attorney shall be the Digital Signatory. In case the authorized signatory holding Power of Attorney and Digital Signatory are not the same, proposal shall be considered non-responsive.

#### **4. OPENING AND EVALUATION OF APPLICATIONS:**

(i) Opening and evaluation of bids (financial) will be done through online process.

(ii) The Authority shall open Technical Bids **at 11:30 hours** on the Bid Due Date i.e. **29.06.2015** in the presence of the bidders who choose to attend. The Authority will subsequently examine and evaluate the bids in accordance with the provisions set out.

(iii) Prior to evaluation of Bids, the Authority shall determine whether each Bid is responsive to the requirements of this RFP.

(iv) „Financial Bid“ of non-responsive bidders shall not be opened.

(v) The technical bid shall be opened of those bidders only who submit documents in original. The bid submitted on-line shall not be opened and rejected, if it contains additional documents other than those mentioned above.

(vi) For participating in the tender, the authorized signatory holding Power of Attorney shall be the Digital Signatory. In case the authorized signatory holding Power of Attorney and Digital Signatory are not the same, proposal shall be considered **non-responsive**.

#### **DISCLAIMER**

The Applicant must read all the instructions in the RFP and submit the same accordingly.