

MEGHALAYA NON-CONVENTIONAL AND RURAL ENERGY DEVELOPMENT AGENCY

Near B.S.F. Camp, Mawpat, P.O. Mawpat, Shillong – 793 012

Phone No.0364-2537343/2536138#Fax No.0364-2537611s

E-Mail: mnreda.dir@gmail.com Website: www.mnreda.gov.in

NOTICE INVITING TENDER

For

**Supply, Installation and Commissioning of
Solar Water Heating Systems) at different
locations in the state of Meghalaya.**

For the Financial Year 2013-14

MEGHALAYA NON-CONVENTIONAL AND RURAL ENERGY DEVELOPMENT AGENCY

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TENDER DOCUMENT

1. NIT No. MNREDA/1619/2014/2 Dated Shillong, the 5th December,2014.
2. Name of work : Design, Supply, Installation and Commissioning of
Various capacity of Solar water heating System
(100 LPD, 200 LPD and 1000 LPD capacity at different Institutions
and Individual in the State of Meghalaya.
3. Date of submission of Tender : 19th December,2014 upto 1.00 P.M.
4. Date of Opening of Tender : 19th December, 2014 at 3.30 P.M.
For commercial & Technical
Bid.

Tender Issue to _____

_____ against application vide letter

No. _____ dated _____

Against payment of Rs. 5000/- (Rupees five thousand) only vide Cash/Demand Draft

No. _____ dated _____

towards the cost of Tender Document (Non-Refundable)

Issue by:

**FOR MEMBER SECRETARY CUM-DIRECTOR
MEGHALAYA NON CONVENTIONAL AND
RURAL ENERGY DEVELOPMENT AGENCY,
SHILLONG.**

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1. NOTICE INVITING TENDER.

No.MNREDA/1619/2014-15/2 : Sealed Tender are invited from the authorized and approved Manufacturers and Suppliers who have certification from the Test Centres recognized by the Govt. of India, MNRE and having experience to undertake the below mentioned work.

SL. No.	Work number	Name of work	Cost of tender paper (Rs)	Date of issue of tender paper	Date of submission of tender	Date & Time of opening of commercial & Technical bid.
1.	No.MNREDA/1619/2014-15/2	Design, supply, Installation & commissioning of various capacity solar water heating system 100 LPD - 20 Nos. 200 LPD- 10 Nos. and 1000 LPD -1 No. in different Institution & Individual in Meghalaya.	5000.00	05-12-2014 TO 18-12-2014	19-12-2014 Upto 1.00 PM	19-12-2014 at 3:30 PM

Tender paper will be available with effect from the above mentioned dates on payment of the cost of tender papers by Demand Draft/Banker's Cheque/cash in favour of Member Secretary-cum-Director, Meghalaya Non-Conventional and Rural Energy Development Agency, Shillong. Offers can also be submitted by downloading of Tender papers/documents subject to payment of the cost of tender papers before casting of offer. In case the opening date is declared as holiday, tender shall be opened on the next working day at the same time and hour.

Member Secretary-cum-Director,
Meghalaya Non-Conventional and
Rural Energy Development Agency,
Shillong.

Copy to :-

1. The Additional Chief Secretary,
to the Govt.of Meghalaya,
Power Department.
2. The State Informatic Officer,
National Informatics Centre
Meghalaya, Shillong. } With a request to display the NIT &
Tender Document on the website
enclosed herewith. Both hard &
Soft copy.
3. M/s. Eastern Chronicle
Shillong. } With a request to publish in one issue
of your newspaper and to submit
the bill in duplicate along with sample of
Advertisement for necessary payment.
4. Notice Board.
MNREDA, Shillong. For display.

Member Secretary cum Director
Meghalaya Non-Conventional and
Rural Energy Development Agency
Shillong.

The tenders must have adequate service network for maintenance of the system in the North Eastern Region.

2. INSTRUCTION TO TENDERER

- 2.1 The Cost of Tender papers or document should be in the form of Cash/Bankers Cheque /Demand Draft (Non-refundable) drawn in favour of Member Secretary-cum-Director, Meghalaya Non Conventional and Rural Energy Development Agency, Shillong.
- 2.2 No Tender document will be issued by Courier or Speed Post on request.
- 2.3 Tender document will be issued on any working days within the specified date.
- 2.4 In case the opening date is declared as holiday Tender shall be open in the next working day at the same time and hour.
- 2.5 Tenderers can submit the Tender by down loading from the website but cost of Tender document has to be furnished before casting of Tender.
- 2.6 Tenderer are to furnish their offer in two seal cover envelope. 1st Envelope marked as “COMMERCIAL AND TECHNICAL BID” should enclosed along with. Part A of Tender documents issued in original. And 2nd envelope marked as “FINANCIAL BID” should contain Part-B of Tender issued in original.
 - (a)“**Commercial & Technical Bid**” : List of the Empanelment letter issued from the concern authority for qualification to tender the bid.
 - (b)“**Financial Bid**” should contain only EMD and the Price bid quoted on the tender document as supplied by the Agency or in a separate sheet but as per format supplied.
- 2.7 **Commercial Terms and Conditions** specifically indicating deviations to the terms and conditions stipulated in detailed tender papers including payment terms etc. must be clearly specify the deviation.

- 2.8 Basis price quoted-** The price quoted should be Firm and as per the format provided in the tender document. Price break up of various components must be clearly indicated in the format, failing to comply to the above will result in cancellation or rejection of the tender.
- 2.9 Any other particular information, which are required to be furnished as per detailed tender papers but which have not been specifically indicated.
- 2.10 The rate should be legible written in English both in figure and in words. In case of any dispute between the figure and words the letter shall be indicated.
- 2.11 Date of opening of Financial Bid shall be intimated individually to those firm who is qualified for Commercial and Technical offer.
- 2.12 The Price Bid/offer of all other who are not qualified for Technical Bid shall be returned unopened to such parties under acknowledgement. For other who qualify for Technical Bid due information shall be given through either **Phone or Fax**.
- 2.13 Earnest Money Deposit of 1% for Schedule Tribe and Scheduled Caste and backward classes and 2% for general on the amount quoted in the form of Bank Guarantee/Call Deposit/FDR from any Scheduled or Nationalized bank of India pledged in favour of Member Secretary-cum Director, MNREDA, Shillong should be furnished without which Tenders will be rejected.
- 3. General/Commercial terms and Conditions:**
- 3.1 **Signing of Tender Paper :** The Tender Document as issued by MNREDA should be sealed and signed by the Authorized person of the firm and it will be view as acceptance of each and every conditions containing therein.
- 3.2 **Attestation:** All Xerox supporting papers which is not original should be duly attested by the Government official not below the rank of Magistrate.
- 3.3 **VAT:** VAT Registration and VAT Clearance Certificate upto March, 2014 should be furnished alongwith the Bid.
- 3.4 **Time of Completion:** The work should be completed within 120 days from the date of issue of final work order i.e. @ Supply of System to the respective site should be completed within 60 (Sixty)days from the date of issue of final work order, (b) Installation and Commissioning of System should be completed within 90(Ninety) days from the date of received of material at sites or designated Centre.

- 3.5 **Agreement:** An Agreement has to be signed within 7 (seven) days of issue of final work order. The Agreement shall be prepared by the purchaser on a stamp paper duly signed by the authorize person of the Firm and Purchaser. The Tender Document as issued alongwith the Bid as submitted by the bidders alongwith supporting papers shall be part and parcel of the agreement. The maintenance contract agreement shall be separately signed on completion of installation and commissioning work of the system.
- 3.6 **Division of Work:** The work may be allotted to more than one party so as to enable to complete the work within the set target date by the Government of India, MNRE.
- 3.7 **Warranty:** The System supplied should be guarantee for a period of 2 years and after Warranty period an Annual Maintenance Contract has to be undertaken for 3 years after warranty period.
- 3.8 **Payment Terms and Conditions:** The Bidders shall be entitled to the following payment terms.
- (a) **Mobilization Advance:** The contractor shall be paid 30% (thirty percent) of value as mobilization advance against a Bank Guarantee of equivalent /like amount from any Nationalized Bank or Scheduled valid for a period of 120(one hundred twenty) days from the date of acceptance of work.
 - (b) 40% (forty percent) of the contract value of the plant/equipment shall be paid against receipt of materials at site in good conditions.
 - (c) 20% (twenty percent) of the contract value of the plant/equipment shall be paid on complete Installation and Commissioning.
 - (d) Balance 10% (ten percent) to be paid at the end of 2 (two) years of warranty period or against submission of Bank Guarantee of equivalent /like amount valid for a period of two years from the date of Commissioning.
 - (e) The Annual/comprehensive maintenance contract payment shall be made on percentage of 30%, 30% and 40% at the end of 3rd, 4th and 5th years basis.

In the event of contractor not being able to supply or to carry out the work or a part of the work assigned to him in accordance with the terms of this contract, the purchaser shall have the right to recover any sums advanced from the contractor from his/its assets/amount submitted as mobilization advance.

- 3.9 **Experience:** The bidders are required to submit the detailed experience during the last 3 years of the work completed of the same system. A Statement in this respect has to be compiled in a comprehensive form alongwith work orders and completion Certificate. Due weightage will be given or considered to the bidders who have any experience especially in North Eastern Region and hilly areas.
- 3.10 **Subletting of Contract:** The Contractor shall not without the prior consent in writing of the Purchaser, assign or sublet or transfer his contract, or a substantial part thereof other than raw materials or for any part of the work of which makers are named in the contract provided that any such consent shall not relieved the contractor from any obligation duty or responsibility under the contract.
- 3.11 **Price Quoted:** The price quoted as per the bidding Scheduled i.e. cost of the System, Transportation, Installation and Commissioning and maintenance contract should be realistic and practical in nature and conform to the actual work to be done. Any figure which is not practically practicable, offer will be rejected.
- 3.12 **Contractor to Inform Himself fully:**
- (a) The Contractor shall be deemed to have carefully examined the general conditions, specification and Schedules and also to have satisfied himself as to the nature and character of the plant and equipment to be supplied and installed under the contract, the site conditions and all relevant matter and detailed.
 - (b) If he shall have any doubt as to the meaning of any portion of the contract/work order, he shall before signing/accepting it, set forth the particulars thereof and submit them to the concerned Project Officer in writing in order to remove such doubts.

- 3.13 **Financial Soundness:** Documentary evidence in support of Financial Soundness of the Tenderer should be furnished.
- 3.14 **Submission of Bids:**
- (a) **Commercial & Technical Bid should contains the following:**
 - (i) Tender paper (Part –‘A’) as issued by the Agency duly signed and seal by the Authorized persons of the firm.
 - (ii) Empanelment letter from Authorized Authority.
 - (iii) Design and Technical Specification duly filled in as per Tender Document
 - (iv) Experience in Similar kind of works.
 - (v) VAT Registration and latest clearance Certificate upto March, 2013
 - (vi) Any deviation with Justification thereof.
 - (vii) Any other.
 - (b) **Financial Bid should contains:**
 - (i) Tender Paper Part – ‘B’ as issued by the Agency duly signed and seal by the Authorized persons of the Firm.
 - (ii) Price can be quoted on plain paper but it should be in the Format given.
 - (iii) Earnest Money Deposit.
- 3.15 : **Service Centre-** It is mandatory that the Manufacturer or Supplier should have a local service centre in the state, and preference will be given to those Firm. Who have the service centre in the State of Meghalaya.
- 3.16 : **Exemption of EMD-** The Manufacturer or Supplier who claim exemption shall have to and SSI Registration Certificate issued by NSIC.
- 3.17 : **Cancellation of theTender/work order :-**
- (a) Director, Meghalaya Non-Conventional and Rural Energy Development Agency reserves the right to reject in part or full the awarded contract without assigning any reasons of those Manufacturers/Suppliers which will be found defaulter for delayed supply or supply of sub-standard materials.

- (b) The purchaser may cancel the contract or a portion thereof and if so purchase or authorized purchase of the plant/equipment not so delivered or order plant equipment of similar description (opinion of the purchaser shall be final) at the risk and cost of the contractor. If the contractor had defaulted in the performance of the original contract, the purchaser shall have the right to ignore his tender for risk purchase even though lowest.

3.18 : Responsibility of the contractor :

The contractor shall guarantee and be entirely responsible for the execution of the contract in accordance with the specification, schedules and appendices. He shall further guarantee and be responsible for the quality and workmanship of all materials and completed works, correct designs and drawings, correct delivery of materials, erection, testing and commissioning, within the guaranteed completion and warranty period of 2(Two) years from the date of commissioning on completion of commissioning a separate agreement shall have to be signed in their respect for comprehensive maintenance contract.

3.19 : Tools and Tackles :

The contractor shall provide all tools and tackles conforming to relevant BIS safety and technical standard for proper execution of work, MNREDA shall in no way, he responsible for supply of any tools and tackles for implementation of the work.

3.20 : Safety Measures :-

The Contractor shall have to undertake necessary measures for providing adequate safety and precautions to avoid any accident which may cause damage to any equipment/material or injury to workmen. MNREDA shall not responsible for any such accidents.

3.21 : Delivery of system :-

- (i) The contractor shall deliver the plant/systems in accordance with the terms of the contract at the time/times at the place/places and in the manner specified in the contract. The contractor shall comply with instructions that may be given by the purchaser from time to time regarding the transit of the plant and material.

- (ii) Notification of delivery or dispatch in regard to each and every consignment shall be made to the purchaser immediately after dispatch or delivery. The contractor shall supply to the consignee invoice in duplicate and packing account of all stores delivered or dispatch by him.
- (iii) In case of any occurrence of loss or damage in transit upto destination, it shall be liability of the contractor to initiate or pursue the claim with Insurance Company. He should take immediate steps to repair the damaged apparatus or replacement thereto. Any extension of time limit required in such contingency will be considered by the purchaser on merit.

3.23 Arbitration :

- (i) Except where otherwise provided if at anytime question dispute or difference whatever shall arise between the contractor and the purchaser upon or in the relation to or 1(one) connection with this contract either of the parties may give to the other notice in writing of the existence of such a question on rejection of the matter, the dispute or difference shall be referred to the sole arbitration appointed by MNREDA at the time of dispute after ascertaining the terms of reference mutually.
- (ii) The Arbitration will preferably be a member of Arbitration Council and arbitration proceeding will take place as per provision or arbitration Act 1940 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply.
- (iii) The contractor will ensure that the work under this contract shall continue during arbitration proceeding and dispute and no payments due from or payment by the purchaser shall be withhold on account of such proceeding except to the extent which may be in dispute.

3.24 Court of Competent Jurisdiction :-

The Courts of Shillong High Courts, Shillong will only have jurisdiction in this case.

5. SCOPE OF WORK :

- i) The Solar Plate collector should be of flat plate collector.
- ii) The Solar collector along with Hot water tank are to be installed at different Institutions and individual users in the State of Meghalaya.
- iii) Work order will be issued separately for each institution once they deposit their contribution towards cost of the system.

iv) Solar Collector Area Design :

The requirement of space for installation of solar collector are to be provided along with the details drawing and design separately for all units of system at each Institution without which tender will be rejected.

v) Internal Piping :

The requirement of cold water pipe and hot water pipe along with accessories required for average quantity quoted for price of the system should be specified and the details size of pipe and accessories were the excess quantity from the average estimation should be furnished clearly and individually for each system. While quoting the tender, details piping with size for each system and along with accessories should be forwarded separately along with unit price.

1. Technical Specification :

1.1 Specification of Capacity 100,200 and 1000 LPD

Unit capacity should be furnished below as per Technical Specification required :-

1.	System capacity
2.	System output temperature
3.	Type & made of solar collector
4.	No.of collectors
5.	Application
6.	Circulation
7.	Electrical back up
8.	Tank type & made
9.	Sacrificial Anode
10.	Internal piping
11.	Angle wheel valve
12.	Temperature gauge
13.	Water meter
14.	Float chamber
15.	Tank and collector stand
16.	Collector painting
17.	Operating & maintenance manual
18.	Permissible total hardness of water
19.	Hot water & cold water piping
20.	Make
21.	Tank weight
22.	Collector weight
23.	Space required
24.	Pipe line of cold water and hot water average estimation
25.	Any other details

(a) Technical Specification as per Format above should be furnished for each system capacity.

(b)The details structure drawing for each capacity for each Institution should be furnished along with write up on the system.

6.2 Manual Write Up :

Each Individual capacity as per 6.1 above should be furnished separately for all type of unit capacity system.

6.3. The Solar Collector Test Certification should be furnished for the system supply and water tank should be of ISI marking and certification.

7. Bidding scheduled :

7.1 Capacity unit price :

Sl. No.	Description of Items	Unit	Quantity	Unit per system (Rs.)	Amount (Rs.)
1	2	3	4	5	6
A.	100 LPD:-				
i)	Design, manufacture supply of 100 LPD solar water heating system for Individual user.	Nos.of system	50		
ii)	Average cold & hot water piping with accessories supplied with system.	L.S.			
iii.	Super structure work for collector	L.S.			
iv)	Installation & commissioning	L.S.			
v)	Any other (Please specify)	L.S			
	TOTAL(A)				
B.	200 LPD:-				
i)	Design, manufacturer supply of 200 LPD solar water heating system for as required.	Nos of system			
ii)	Average cold & hot water piping with accessories supplied with system.	L.S.			
iii.	Super structure work for collector	L.S.			
iv)	Installation & commissioning	L.S.			
v)	Any other (Please specify)	L.S			
	TOTAL (B)				
C.	1000 LPD :-	L.S.			
i.	Design, manufacturer supply of 1000 LPD solar water heating system as required.	L.S.			
ii.	Average cold & hot water piping with accessories supplied with system.	L.S.			
iii.	Installation & commissioning	L.S.			
iv.	Any other (Please specify)	L.S.			
	TOTAL(F)				

Signature & Seal of
Authorized person.