



# Tripura Natural Gas Company Limited

(A Joint Venture of GAIL (India) Ltd., Govt. of Tripura and Govt. of Assam)  
Shilpa Nigam Bhawan, Khejur bagan, P.O. Kunjaban, Agartala-799006  
CIN: U23201TR1990SGC003451

## **REQUEST FOR QUOTATION (RFQ)**

Ref. No- TNGCL/C&P/e-tender/SC (901)/2017-18

Date- 12/06/2017

To,  
M/s.....  
.....  
.....

**Subject: Design, Development and Implementation of e – tender portal (Bidders Pay Model) in TNGCL**

Dear Sir,

Sealed Quotations (Two Bid System) are hereby invited for Design, Development and Implementation of e – tender portal (Bidders Pay Model) as per following Terms & Conditions.

### **Terms & Conditions**

- 1) The bidder should have an experience of Successful Implementation of One e-tender project in any Central Govt. PSU / CGD Company / Govt. PSU in last 05 years from the bid due date.
- 2) The bidder should have Valid PAN Card, Service Tax Registration and copy of the same should be submitted along with the Tender.
- 3) Detailed Work order / LOA along with SOR & Work Completion Certificate or Work Execution Certificate from end user should be submitted along with the tender. The Document should be duly certified / attested by Govt. Notary Public.
- 4) The e-tender portal should STQC Certified. The bidder should submit valid STQC certificate along with the Tender. The Document should be duly certified / attested by Govt. Notary Public.
- 5) The rate should be quoted as per enclosed SOR (Annexure – I)
- 6) The validity of the offer will be of 04 Months from the due date of offer submission.
- 7) The offer shall be evaluated on SOR (Part A) basis and the work shall be awarded to the Techno Commercially acceptable lowest quoted bidder.
- 8) For SOR (Part B) Bidders are requested to quote justifiable item rates, abnormally high rate will not be accepted.

- 9) Completion Schedule – The Implementation of e-tender in all respect should be completed within 50 days from the date of issue of LOA / Work Order. These 50 days includes construction of e-portal, on site activation, onsite training etc.
- 10) For delay in completion, a penalty @ ½ % per complete week or part thereof to a Maximum limit @ 5% on total contract value shall be deducted from the bill.
- 11) Payment Terms – 80% payment shall be released after onsite activation of e-tender portal and balance 20% shall be released after successful completion of onsite Techno Commercial evaluation of at least 02(two) nos. of Tender.
- 12) The bidder has to pay EMD for an amount of Rs. 43500.00 in the form of DD or BG in favour of TNGCL, payable at Agartala. Validity of BG shall be 06 months from the bid due date. If any Govt. Organization / PSU is exempted for paying EMD as per their Govt. Existing policy the copy of same policy should be submitted along with the bid for necessary exemption.
- 13) Site visit expenditure cost shall be on Bidder's scope i.e. lodging, fooding, Transportation Cost will be in bidders scope.
- 14) TNGCL will only provide office space, necessary documents (if any) and local transportation.
- 15) Initially the Contract Period shall be of 12 months. After that AMC shall be started and separate Contract for AMC shall be executed with awarded Bidder.
- 16) The awarded Contractor should execute on Contract Agreement with TNGCL on Non Judicial Stamp Paper of appropriate value within 10 days from the date of issue of LOA. Non Judicial Stamp Paper should be procured from Agartala Tripura the cost of Stamp Paper should be in Contractor's scope.
- 17) The successful bidder should submit CPBG @ 10% of total contract value excluding taxes. The validity of CPBG shall be 15 months from the date of LOA and the PBG shall be released after 15 months.
- 18) **No Deviation Tender** – It is no deviation tender if any deviation found in technical, commercial & financial aspect the same shall be rejected outright.
- 19) *All bidders are here by requested to Sign & Stamp on each page of this RFQ as a token of acceptance of all terms & conditions of this RFQ.*
- 20) Scope of Work of e-tender portal may be upgraded / Augmented as per requirement of TNGCL during the Contract Period.
- 21) TNGCL can call Contractor any time during the contract period, if any complication arises. Air Fare charges (to & fro), Local Transportation charges, Lodging & Refreshment charges shall be paid by TNGCL.

## 22) **SEALING & MARKING OF BIDS**

21.1 Bids should be submitted in complete accordance with the bid documents / attachments separately in three parts in sealed envelopes super-scribed with the Bid Document Number, due date, item and nature of bid (un-priced, priced), as follows :

|           |   |              |
|-----------|---|--------------|
| Part- I   | : | UNPRICED BID |
| Part- II  | : | PRICED BID   |
| Part- III | : | BID SECURITY |

21.2 The three envelopes, containing Part-I, Part-II and Part-III of offer, shall be duly sealed and respective cut-out slip enclosed with this letter as Appendix-A shall be pasted on each envelop. Name & address of the bidder shall be mentioned on each cut-out slip. These three sealed envelopes shall be further kept in a larger envelope & which shall also be duly sealed. Cut-out slip meant for complete offer shall be pasted on it with name and complete address & contact number of the bidder. On the first instance during opening of techno commercial part, main (outer) envelop shall be opened followed by opening of envelop containing EMD.

21.3 The complete bidding document and Addendum/corrigendum (if any) shall be available on TNGCL's website ([www.tngcl.com](http://www.tngcl.com)).

23) In case the bidder wishes to download the tender document and is interested to quote, please intimate to us showing your interest immediately alongwith complete contact address, phone no., fax no., e-mail etc. for correspondence. Owner will inform about Addendum, if any to those who have furnished above information. However, information about Addendum shall also be available on TNGCL's websites as and when these are issued.

## 24) **Scope of Work**

### ❖ **Scope of Work for e-tendering / e-procurement**

1. Creation of e-tender portal for TNGCL
2. The e-tender portal should be simple & user friendly & Dynamic.
3. **The e-tender portal should have the following features:**
  - 1) Key for Tender Publisher / System Administrator.
  - 2) Requirement of Tender Publisher key in every stage of tendering.
  - 3) Online intimation of Tender along with tender document to vendors
  - 4) e-tender portal should have option of Two Bid System & Single Bid System.
  - 5) e-tender portal should have provision for Open Domestic Competitive Bidding, Limited Domestic Competitive Bidding & International Competitive Bidding
  - 6) e-tender portal should also have an option for Single Bidder Tender option (Nomination basis contract)
  - 7) Key for Tender Status Viewer (internal) without showing the name of Bidder.
  - 8) Both online & off line option of Pre Bid Meeting

- 9) Both online & off line option for submission of EMD & Tender Fee
- 10) Detailed list of Bidder Name, Address of Bidder, Contact No along with EMD amount & Bid Cost should be generated Online
- 11) Both online & offline option for Issue of Corrigendum, Addendum, Bidders Query & Reply.
- 12) No Bidder is allowed to raise Pre Bid Queries to TNGCL without submitting Bid Cost on line or proof submission on line.
- 13) Online option of Bid Submission (Tender Vol. I, II, III so on) by Bidder.
- 14) Online submission of Bidders Eligibility Criteria (Technical) Documents by Bidder.
- 15) Online submission of Bidders Eligibility Criteria (Financial) Documents by Bidder.
- 16) Online submission of Power Of Attorney (on non judicial stamp paper) by Bidder.
- 17) Online submission of Necessary Forms & Formats by Bidder.
- 18) Confirmation of submission of Documents.
- 19) There should be 04 envelop in two bid system. One envelop for Price Bid, One for EMD & Bid Cost, one for Techno-Commercial Bid and one envelope containing all 03 nos. of envelop.
- 20) Price Bid envelop will open on Price Bid Opening date. Price Bid will be opened online.
- 21) In single bid system tender there should be only one envelope containing Techno Commercial offer, EMD, Bid Cost & Price Part.
- 22) Online SOR should be provided where left part of SOR can not modified and the bidder should only deal with right side of SOR i.e. on Price Part.
- 23) Online Tender Opening.
- 24) Key for Tender Evaluator (Technical, Financial & Commercial)
- 25) Option for Both Online & Off line Tender Evaluation (Technical, Financial & Commercial)
- 26) Online Techno Commercial Query Raise to Bidder.
- 27) Online Receipt of Techno Commercial queries reply from bidders
- 28) Online display of Disqualification of Bidder along with reasons.
- 29) SMS intimation of Price Bid opening date to techno Commercial accepted bidder
- 30) Online Price Bid Opening by Committee.
- 31) Both online & offline price Negotiation (if any) with L1 Bidder
- 32) On line Preparation of CS considering applicable Taxes, Duties, levies etc.
- 33) Internal SMS intimation of Price Bid Opening
- 34) Congratulation SMS intimation to L1 bidder
- 35) Internal SMS intimation declaring L1 Bidder with Price.
- 36) Online records of LOA / P.O clearly stating Name of Work, Indenting Dept, Tender No, LOA / P.O No, awarded value of Contract, Name of awarded Bidder, Type of Work (Purchase, Service Contract, Works Contract, ARC Contract, OEM

Contract). Month wise detail should be given in this folder. This folder can only be accessed by TNGCL's employees & Directors.

- 37) Online print out of LOA / P.O by the bidder for particular tender in which the bidder has declared L1, for this the Bidder has to enter the name of work, tender no. date & bidder's name & mob. No.
  - 38) Print out option should be present in every stage of this Portal.
  - 39) Tender which is new should be marked as Active & the tender which bid submission date expired should be moved to Archive & Archive folder can be only be opened by TNGCL's employees & Directors.
  - 40) Option for Remote access should be present in this portal.
  - 41) E-tender portal should have an option for online Vendor Registration. Requisite vendor registration form should be provided by TNGCL.
  - 42) Vendor should be registered for Service Contract, Purchase Contract, Works Contract, OEM Contract, PMC Contract.
  - 43) After Successful submission of all document by the vendor the documents will be checked by TNGCL on line and if found in order the said vendor shall get system generated vendor code online & SMS and or documents not found in order then also the vendor shall get online intimation of rejection followed by SMS.
  - 44) The e-portal should have the provision of doing Tendering process by TNGCL's Project Management Consultant.
  - 45) For 3<sup>rd</sup> party Audit there should be data bank in this portal which can only be accessed by C&P Department.
  - 46) Provision should be kept in portal for introduce Reverse Auction & Forward Auction in future.
  - 47) Details of support staff (from your end) along with active Mobile no should be present in Portal.
4. The e-tender portal should be complied by latest CVC guideline. Necessary document in support should be submitted.
  5. The e-tender portal should be complied by latest IT ACT, Govt. of India. Necessary document in support should be submitted.
  6. The e-tender portal should be secured as per latest IT ACT, Govt. of India. Necessary document should be submitted.
  7. The e-tender solution software should be latest version necessary documents in support should be submitted.
  8. Detailed Training Session for TNGCL's employees & vendors should be arranged

9. Your support staff should guide us on Site for finalizing at least 05 nos. of tender starting from Tender Publishing to award of contract.
10. For any maintenance work of your server you should inform TNGCL 07 days prior to execute the work.
11. All data of this portal should be given to TNGCL in a DVD / Hard Drive on calendar year basis, besides you should also maintain one data bank of TNGCL on calendar year basis and the same shall be kept to your custody for future reference.
12. Total number of Tender Shall be 50 nos. in a calendar year. The total number may be increased or decreased.
13. Technical Support & Training – The Awarded bidder should provide Technical Support as and when required basis. Training should be given to TNGCL’s employees & bidders of TNGCL.
14. Provide Helpdesk Support – The awarded bidder has to give support to Buyer organization officials and its Bidders /Suppliers using the Portal through Telephone and e-mail.

#### **22.00 CORRUPT OR FRAUDULENT PRACTICES**

The Owner requires that Bidders/Contractors observe the highest standard of ethics during the execution of Contract. In pursuance of this policy, the Owner defines, for the purpose of this provision, the terms set forth below as follows:

- i) “Corrupt Practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of public official in contract execution; and
- ii) “Fraudulent Practice” means a misrepresentation of facts in order to influence the execution of a Contract to the detriment of the Owner, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Owner of the benefits of free and open competition.

The Owner will reject a proposal for award if it determines that the bidder recommended for award has engaged corrupt or fraudulent practices in competing for the Contract in question:

#### **23.0 WAIVER OR TRANSFER OF THE AGREEMENT**

The successful bidder shall not waive the Agreement or transfer it to third parties, whether in part or in whole, nor waive any interest that is included in the Agreement without the prior written permission of the Owner.

## 24.0 **INCOME TAX LIABILITY**

The Bidder will have to bear all income tax liability, both Corporate as well as for his personnel.

## 25.0 **DEFAULTS IN PAYMENT OF SERVICE TAX BY CONTRACTOR**

25.01 In case Service Tax department brings to the notice of TNGCL that a contractor has not paid to the credit of the Government the Service Tax collected from TNGCL, then suitable penal action against the contractor will be initiated which will include putting the contractor on holiday list.

## 26.0 **UNSOLICITED POST TENDER MODIFICATIONS**

26.01 Bidders are advised to quote as per terms and conditions of the Bidding Document and not to stipulate deviations/ exceptions. Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/ commercial clarifications and details sought on any deviations, exceptions or stipulations mentioned in the bid unless any amendment to Bidding Document is issued by Owner/ Consultant. Similarly, no revision in quoted price shall be allowed should the deviations stipulated by him are not accepted by TNGCL and are required to be withdrawn by him in favour of stipulation of the Bidding Document. Any unsolicited proposed price change is likely to render the bid liable for rejection.

27.0 M/s TNGCL have the rights to reject all tender without showing any reason.

## 28.0 **FORCE MAJURE:**

- a) War/hostilities
- b) Riot or Civil commotion
- c) Earthquake, flood, tempest, lightening or other natural physical disaster.
- d) Restrictions imposed by the Government or other statutory bodies which prevents or delays the execution of the Contract by the CONTRACTOR.
- e) Insurrections
- f) Embargoes, any act of central or local Government, or any other civil or military authority, industrial disputes, lockouts, or strike.

The CONTRACTOR shall advise OWNER by a registered letter duly certified by the local Chamber of Commerce or statutory authorities, the beginning and end of the above causes of delay within seven (7) days of the occurrence and cessation of such Force Majeure Conditions. In the event of delay lasting over one month, if arising out of causes of Force Majeure, OWNER reserves the right to cancel the Contract and the provisions governing termination stated under Article 28.0 shall apply.

For delays arising out of Force Majeure, the CONTRACTOR shall not claim extension in completion date for a period exceeding the period of delay attributable to the causes of Force Majeure and neither OWNER nor CONTRACTOR shall be liable to pay extra costs provided it is mutually established that Force Majeure Conditions did actually exist.

CONTRACTOR shall categorically specify the extent of Force Majeure Conditions prevalent in their works at the time of submitting their bid and whether the same have been taken into consideration or not in their quotations. In the event of any force majeure cause, the CONTRACTOR or the OWNER shall not be liable for delays in performing their obligations under this order and the delivery dates will be extended to the CONTRACTOR without being subject to price reduction for delayed deliveries, as stated elsewhere.

#### **29.0 CONFIDENTIALITY:**

The Bidder shall maintain Confidentiality of information pertaining to the business and also shall make all reasonable efforts to preserve and safeguard the good reputation enjoyed by TNGCL. The breach of this clause shall be considered as serious offence and TNGCL may terminate this agreement forthwith in case of breach by the supplier.

#### **30.0 ARBITRATION:**

The OWNER and the CONTRACTOR shall make every effort to resolve amicably by direct informal negotiations any disagreement or dispute arising between them under or in connection with the contract. If, after thirty days from the commencement of such informal negotiations, the OWNER and the CONTRACTOR have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanism as specified hereunder.

##### Legal Construction

The Contract shall be, in all respects be construed and operated as an Indian Contract and in accordance with Indian Laws as in force for the time being and is subject to and referred to the Court of Law situated within Agartala, Tripura(West), INDIA

##### Arbitration

All disputes, controversies, or claims between the parties (except in matters where the decision of the Engineer-in- Charge is deemed to be final and binding) which cannot be mutually resolved within a reasonable time shall be referred to Arbitration by a sole arbitrator. The OWNER (Tripura Natural Gas Company Limited) shall suggest a panel of three independent and distinguished persons to the Seller to select any one among them to act as the sole Arbitrator.

In the event of failure of the Seller to select the Sole Arbitrator within 30 days from the receipt of the communication suggesting the panel of arbitrators, the right of selection of Sole Arbitrator by the other party shall stand forfeited and the OWNER shall have discretion to proceed with the appointment of the Sole Arbitrator. The



decision of the OWNER on the appointment of Sole Arbitrator shall be final and binding on the parties.

The award of the Sole Arbitrator shall be final and binding on the parties and unless directed/awarded otherwise by the Sole Arbitrator, the cost of arbitration proceedings shall be shared equally by the parties. The arbitration proceeding shall be in English language and the venue shall be at Agartala, India.

Seller may please note that the Arbitration & Conciliation Act 1996 was enacted by the Indian Parliament and is based on United Nations Commission on International Trade Law (UNCITRAL model law), which were prepared after extensive consultation with Arbitral Institutions and centers of International Commercial Arbitration. The United Nations General Assembly vide resolution 31/98 adopted the UNCITRAL Arbitration rules on 15 December 1996. The WORK under the CONTRACT shall, however, continue during the Arbitration proceedings and no payment due or payable to the Seller shall be withheld on account of such proceedings.

### **31.0 TERMINATION**

The Company may without prejudice to its rights against Contractor in respect of any delay or otherwise or any claims for damage, in respect of any breach of the terms of the contract and without prejudice to any rights or remedies under any of the provisions of this contract or otherwise, by notice in writing terminate the contract with immediate effect in any of the following cases :

1. In the event of Contractor going into liquidation or winding up his business or making arrangement with his creditors.
2. It is found that contract has been procured by submitting incorrect or incomplete statements by the contractor or by making any misrepresentation including submission of forged documents.
3. If in the opinion of the Company, the contractor has delayed or suspended the facilities in terms of tender conditions.
4. In the event of any breach of the terms and conditions of the contract by Contractor or if Contractor is found to be indulging in activity subversive to the Company's interest or activity prejudicial to the interest of the Company and for any other good or sufficient reasons.
5. Upon such termination of the contract the Security Deposit is liable to be forfeited and Bank Guarantee to be invoked.
6. Notwithstanding anything contained above, the Company may, at its sole discretion, terminate this contract by giving the Contractor thirty [30] days written notice the effect, without assigning any reasons whatsoever. The contract shall be deemed to have expired on expiry of the original period of twenty four [24] months unless extended.

7. In the event of an e-tender failing on account of serious technical glitches, system malfunction (attributable to awarded bidder) bugs during the live e-tender event, TNGCL Shall Terminate the Contract.

### **32.00 SECURITY DEPOSIT/BANK GUARANTEE**

- 32.1 The Contractor shall furnish a total security deposit of 10% of total contract value of TNGCL's pay model. SD may be submitted in the form of Nationalized Bank's Demand Draft drawn in favor of TNGCL (INDIA) LIMITED OR Bank Guarantee in the prescribed Performa within 15 days from the date of LOI.
- 32.2 The Security Deposit/Bank Guarantee shall liable to be forfeited/invoked in case of termination of the contract by the Company.
- 32.3 The Company reserves the right to recover from the Security Deposit/Bank Guarantee the balance amount, if any, which could not be recovered from the payments to the contractor under any of the clause of this contract.
- 32.4 Contractor shall be liable to pay further balance of recovery/claim if any, which could not be recovered from the payments to the contractor and/or from the Security Deposit/Bank Guarantee.
- 32.5 The Company shall not pay any interest on the Earnest Money or Security Deposit or Performance guarantee furnished by the Contractor.
- 32.6 The Bank Guarantee towards performance guarantee for satisfactory performance of contract should be valid for three [3] months beyond the original contract and extended period as well. In the absence of such validity, payments of all due to the contractor will be withheld On production of performance guarantee, Earnest Money Deposit will be released.
- 32.7 The Security Deposit/Bank Guarantee, subject to recoveries, if any, shall be refunded to Contractor after the successful completion of this contract.
- 32.8 In case Contractor fails to carry out the job, as per the terms and conditions of the contract, the security deposit is liable to be forfeited and Bank Guarantee is to be invoked, without prejudice to any other right, which the Company may have under this contract or otherwise.
- 33.0 The Employer's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence. If a bid is not responsive, it will be rejected by the Employer, and may not subsequently be made responsive by the bidder by correction of the non-conformity.
- 34.0 Earnest Money / Bid Security will not be necessary for purchase from Public Sector Undertaking and the small scale industries registered with NSIC will be exempted from payment of Earnest Money / Bid Security provided they are registered for the items they intend to quoted against this

tender and subject to their enclosing with their bid, a copy of their latest & current registration certificate.

35.0 Bid document is non-transferable. Bids received from bidders in whose name Bid Document fee has been submitted shall only be considered. Bidder must submit the Bid Document Fee in their name. Bid document fee will be submitted by bidders as stated above.

36.0 Bids must be accompanied with the bid security as mentioned above in the form of Bank Guarantee or in the form of Banker's cheque / bank draft payable to "TRIPURA NATURAL GAS COMPANY LIMITED at Agartala". Bids not accompanied with requisite bid security or bid security not in the requisite form specified above, shall be considered as non – responsive and such Bids shall be rejected.

38.0 TNGCL shall not be responsible for any costs or expenses incurred by Bidder in connection with the preparation or delivery of Bids, including costs and expenses related with visits to the site.

39.0 Bids sent through Fax/ E-Mail/ CD/DVD/PEN DRIVE will not be accepted.

40.0 TNGCL reserve the right to reject any or all Bids received without assigning any reason.

Thanking you,

Yours faithfully  
For & on behalf of  
M/s TRIPURA NATURAL GAS COMPANY LIMITED

(C. Ghosh)  
IC (C&P)

**Important Dates**

**Pre – Bid Meeting – 22/06/2017 at 11:30 hrs. at Corporate office of TNGCL**

**Bid Due Date – 05/07/2017 at 15:00 Hrs.**

**Techno Commercial Bid Opening Date – 05/07/2017 at 15:30 hrs.**

→ Place of Submission- : The In charge (C&P)  
Shilpa Nigam Bhawan, Khejur bagan,  
P.O. Kunjaban, Agartala-799006

Thanking you.

Yours faithfully  
For Tripura Natural Gas Co. Ltd.

(C. Ghosh)  
In - Charge (C&P)

## **FORMS & FORMATS**

F-1  
BIDDER'S GENERAL INFORMATION

To  
M/s Tripura natural Gas Company Limited  
Agartala

- 1.1 Bidder Name : \_\_\_\_\_
- 1.2 Number of Years in Operation : \_\_\_\_\_
- 1.3 Registered Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 1.4 Operation Address if different from above : \_\_\_\_\_  
\_\_\_\_\_
- 1.5 Telephone Number : \_\_\_\_\_  
(Country Code) (Area Code) (Telephone No.)
- 1.6 E-mail address & Web Site : \_\_\_\_\_
- 1.7 Telefax Number : \_\_\_\_\_  
(Country Code) (Area Code) (Telephone No.)
- 1.8 ISO Certification, if any : {If yes, please furnish details}

\_\_\_\_\_  
(SIGNATURE OF BIDDER WITH SEAL)

Note: This should be submitted in the Letter Head of the Bidder

F-2  
BID FORM

To  
M/s Tripura natural Gas Company Limited  
Agartala

Dear Sir,

After examining/ reviewing the Bidding Documents for \_\_\_\_\_, including technical specifications, drawings, General and Special Conditions of Contract and schedule of rates etc. The receipt of which is hereby duly acknowledged, we, the undersigned, pleased to offer to execute the whole of the Job of \_\_\_\_\_ and in conformity with, the said Bid Document, including Addenda Nos. (if any).

We confirm that this bid is valid for a period of four (4) months from the date of opening of Techno-commercial Bid, and it shall remain binding upon us and may be accepted by any time before the expiration of that period.

If our bid is accepted, we will provide the performance security equal to 10% (ten percent) of the Contract Price, for the due performance with in fifteen days of such award.

Until a final Agreement is prepared and executed, the bid together with your written acceptance thereof in your notification of award shall constitute a binding Agreement between us.

We understand that Bid Document is not exhaustive and any action and activity not mentioned in Bid Documents but may be inferred to be included to meet the intend of the Bid Documents shall be deemed to be mentioned in Bid Documents unless otherwise specifically excluded and we confirm to perform for fulfillment of Agreement and completeness of the Work in all respects within the time frame and agreed price.

We understand that you are not bound to accept the lowest priced or any bid that you may receive.

SEAL AND SIGNATURE  
DATE : \_\_\_\_\_

Duly authorized to sign bid for and on behalf of \_\_\_\_\_

(SIGNATURE OF WITNESS)  
WITNESS NAME :  
ADDRESS :

Note: This should be submitted in the Letter Head of the Bidder

F-3  
LIST OF ENCLOSURES

M/s Tripura natural Gas Company Limited  
Agartala

Dear Sir,

We are enclosing the following documents as part of the bid:

1. Power of Attorney of the signatory to the Bidding Document.
2. QA/OC Manuals.
3. Health Safety and Environment (HSE) Policy and HSE Manual.
4. Document showing annual turnover for the last three years such as annual reports, profit and loss account, net worth etc. along with information as sought in enclosed format F-3A.
5. Organisatipn chart of the bidder and the structure assigned for execution of the work under this bid.
6. Methodology of execution of work.
7. Execution schedule with interlinking of various activities.
8. Copy of Bidding Documents along with addendum/ corrigendum no. duly signed and sealed on each page, in token of confirmation that Bid Documents are considered in full while preparing the bid and in case of award, work will be executed in accordance with the provisions detailed in Bid Documents,

(SEAL AND SIGNATURE OF BIDDER)

Note: This should be submitted in the Letter Head of the Bidder



F-4  
LETTER OF AUTHORITY

PROFORMA FOR LETTER OF AUTHORITY FOR ATTENDING AND SUBSEQUENT  
NEGOTIATIONS/CONFERENCES

No.:

Date:

M/s Tripura natural Gas Company Limited  
Agartala

Dear Sir,

We \_\_\_\_\_ hereby authorize following representative(s) to attend un-priced bid opening and price bid opening and for any other correspondence and communication against above Bidding Document:

1) Name & Designation \_\_\_\_\_ Signature \_\_\_\_\_

E-Mail..... Mob.....

2) Name & Designation \_\_\_\_\_ Signature \_\_\_\_\_

E-Mail..... Mob.....

We confirm that we shall be bound by all commitments made by aforementioned authorized representatives.

Yours faithfully,

Signature

Name & Designation

For and on behalf of

Note: This letter of authority should be on the letterhead of the bidder and should be signed by a person competent and having the power of attorney to bind the bidder.

Not more than two persons are permitted to attend techno-commercial un-priced and price bid opening.

Note: This should be submitted in the Letter Head of the Bidder

F-5  
NO DEVIATION CONFIRMATION  
(Tender/ Bid Document No. \_\_\_\_\_)

M/s Tripura natural Gas Company Limited  
Agartala

Dear Sir,

We understand that any deviation/ exception in any form may result in rejection of bid. We, therefore, certify that we have not taken any exceptions/ deviations anywhere in the bid and we agree that if any deviation is mentioned or noticed, our bid may be rejected.

Note: This NO DEVIATION CONFIRMATION should be written on the letterhead of the bidder indicating tender ref. no. duly signed and stamped with date by a person competent and having the power of attorney to bind the bidder.

\_\_\_\_\_  
(SEAL AND SIGNATURE OF BIDDER)

Note: This should be submitted in the Letter Head of the Bidder

F-6  
CERTIFICATE

M/s Tripura natural Gas Company Limited  
Agartala

Dear Sir,

If, we become a successful bidder and pursuant to the provisions of the Bidding Documents and contract is awarded to us the following certificate shall be automatically enforceable:

'We agree and acknowledge that the Employer is entering into the Agreement solely on its own behalf and not on behalf of any other person or entity. In particular, it is expressly understood and agreed that the Government of India is not a party to the Agreement and has no liabilities, obligations or rights there under. It is expressly understood and agreed that the Employer is authorised to enter into Agreement, solely on its own behalf under the applicable laws of India. We expressly agree, acknowledge and understand that the Employer is not an agent, representative or delegate of the Government of India. It is further understood and agreed that the Government of India is not and shall not be liable for any acts, omissions, commissions, breaches or other wrongs arising out of the Agreement. Accordingly, we hereby expressly waive, release and forego any and all actions or claims, including cross claims, VIP claims or counterclaims against the Government of India arising out of the Agreement and covenants not to sue to Government of India as to any manner, claim, cause of action or things whatsoever arising of or under the Agreement.'

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(SEAL AND SIGNATURE OF BIDDER)

Note: This should be submitted in the Letter Head of the Bidder

F-7  
PRESENT COMMITMENTS OF THE BIDDER

| Full Postal Address and phone nos. of Client & Name of Officer-in-charge | Description of Work | Date of Commencement of Work | Scheduled Completion Period | %Age Completion as on Date | Expected Date of Completion | Remarks |
|--|---------------------|------------------------------|-----------------------------|----------------------------|-----------------------------|---------|
|  |                     |                              |                             |                            |                             |         |

Note: This list must be a full list of all type of works in hand

\_\_\_\_\_  
(SEAL AND SIGNATURE OF BIDDER)

Note: This should be submitted in the Letter Head of the Bidder

UNDERTAKING OF NOT BEING BANNED / DELISTED.

We confirm that we are not under any liquidation, court receivership or similar proceedings.

We confirm that We, M/s ..... have not been banned or de-listed by any Govt. or quasi Govt. agencies or PSU.

We also confirm that the content of the Bidding Document including Corrigendum / Addendum (if any) have not been altered or modified.

\_\_\_\_\_  
(SEAL AND SIGNATURE OF BIDDER)

Note: This should be submitted in the Letter Head of the Bidder

UNDERTAKING OF NOT BEING RELATED.

We confirm the following :-

M/s ..... shall not be affiliated with a firm or entity

- i) that has provided consulting services related-to the Works to the Employer during the preparatory stages of the Works or of the Project of which the Works form a part, or
- (ii) that has been hired (or is proposed to be hired) by the Employer as Engineer/ Consultant for the contract.

\_\_\_\_\_  
(SEAL AND SIGNATURE OF BIDDER)

Note: This should be submitted in the Letter Head of the Bidder

F-10

UNDERTAKING

We confirm that M/s ..... shall not be under declaration of ineligibility by employer for corrupt or fraudulent practices.

\_\_\_\_\_  
(SEAL AND SIGNATURE OF BIDDER)

Note: This should be submitted in the Letter Head of the Bidder

UNDERTAKING

We, .....confirm that we are Corporate / Non- Corporate (Strike off, which ever is not applicable) Entity .

Signature & Seal of Bidder

Note: This should be submitted in the Letter Head of the Bidder



**F-12**  
**Contract Agreement Form**

AGREEMENT for “\_\_\_\_\_” (hereinafter called the "Job") made on \_\_\_\_\_ day of \_\_\_\_\_, 2014 between M/s \_\_\_\_\_, hereinafter called the “CONSULTANT” (which term shall unless excluded by or repugnant to the subject or context include its successors and permitted assignees) of the one part and the TNGCL., 33-Office Lane,Agartala-799001 hereinafter called “TNGCL” (which term shall unless excluded by or repugnant to the subject or context include its successors and assignees) of the other part.

**WHEREAS**

TNGCL being desirous of having provided for execution of certain work mentioned, enumerated or referred to in the LOA including Completion Schedule of job has called for proposal.

- A. The CONSULTANT has examined the Job specified in TENDER of TNGCL and has satisfied himself by careful examination before submitting his proposal as to the nature of the Job and local conditions, the nature and magnitude of the Job, the availability of manpower and materials necessary for the execution of Job and has made local and independent enquiries and obtained complete information as to the matters and thing referred to, or implied in LOA or having any connection therewith and has considered the nature and extent of all probable and possible situations, delays, hindrances or interference’s to or with the execution and completion of the Job to be carried out under the Agreement, and has examined and considered all other matters, conditions and things and probable and possible contingencies, and generally all matters incidental thereto and auxiliary thereof affecting the completion of the Job and which might have included him in making his proposal.
- B. The LOA including Completion Schedule of Job and Letter of Acceptance of proposal form part of this Agreement though separately set out herein and are included in the expression Agreement wherever herein used.

**AND WHEREAS**

TNGCL accepted the bid of the CONSULTANT for the provision and the execution of the said Job at the values stated in bid and finally approved by TNGCL upon the terms and subject to the conditions of Agreement.

**NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED AND DECLARED AS FOLLOWS :**

- 1. In consideration of the payment to be made to the CONSULTANT for the Job to be executed by him the CONSULTANT hereby covenants with TNGCL that the CONSULTANT shall and will duly provide, execute and complete the said Job and shall do and perform all other acts and things in the Agreement mentioned or described or which are to be implied there from or may be reasonably necessary for the completion of the said Job and at the said times and in the manner and subject to the terms and conditions or stipulations mentioned in the Agreement.
- 2. In consideration of the due provision execution and completion of the said Job, TNGCL does hereby agree with the Agreement that TNGCL will pay to the CONSULTANT the respective amounts for the Job actually done by him and approved by TNGCL at the amount specified in this LOA, such payment to be made at such time in such manner as provided for in the Agreement and LOA.

In witness whereof the parties have executed these presents in the day and the year first above written.

Signed and Delivered for  
and on behalf of  
**M/s TNGCL.**

Signed and Delivered  
for and on behalf of

\_\_\_\_\_  
Date : \_\_\_\_\_

\_\_\_\_\_  
Date : \_\_\_\_\_

Place: \_\_\_\_\_

Place: \_\_\_\_\_

IN PRESENCE OF TWO WITNESSES

1. \_\_\_\_\_

2. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

**F-13**  
**PERFORMANCE SECURITY**  
**(CONTRACT PERFORMANCE BANK GUARANTEE)**  
**- UNCONDITIONAL**  
**(TO BE STAMPED IN ACCORDANCE WITH STAMP ACT)**

REF.  
Order No.

Bank Guarantee No.:  
Date:

To  
M/s. TNGCL.  
33-Office Lane  
Agartala-799001  
Dear Sirs,

In consideration of the TNGCL.,Agartala (India) (herein referred to as the OWNER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s\_\_\_\_\_ having principal office at \_\_\_\_\_(hereinafter referred to as the "CONSULTANT" which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the work of -----  
--- -----by issue of OWNER Order No.\_\_\_\_\_dated\_\_\_\_\_and the same having been accepted by the Consultant resulting into CONTRACT for -----  
----- as per above referred Order having a total value of \_\_\_\_\_for the work of ----- -----and the CONSULTANT having agreed to provide a Contract Performance and warranty guarantee for faithful performance of the aforementioned Contract to Owner.

We (bank) \_\_\_\_\_having Head Office at \_\_\_\_\_(hereinafter referred to as the Bank, which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay the OWNER on demand any and all moneys payable by the Consultant to the extent of 10%(ten percent) of the Contract Prices as aforesaid at any time up to \_\_\_\_\_ without a reference to the CONSULTANT. Any such demand made by OWNER on bank shall be inclusive and binding notwithstanding any difference between OWNER and CONSULTANT or any dispute pending before any Court, Tribunals, arbitrators or any other Authority, discharges this guarantee.

The bank undertakes not to revoke this guarantee during its currency without previous consent of OWNER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER discharges this guarantee. OWNER shall have the fullest liberty without affecting in any way the liability of the BANK under this guarantee from time to time to extend the time for performance by CONSULTANT of the afore mentioned CONTRACT, OWNER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any power vested in them or of any right which they might have against CONSULTANT, and to exercise the same at any time in any manner, and either to enforce to forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between OWNER and CONSULTANT or any other course of or remedy or security available to OWNER. The BANK shall not be released of its obligations under these presents by any exercise by OWNER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of OWNER or any other indulgence shown by OWNER or by any other matter or thing whatsoever which under law would, but for this provision, have the effect or relieving the BANK. The BANK also agrees that OWNER at its option shall be entitled to enforced this Guarantee against the Bank as a Principal debtor, in the first instance without proceeding

against CONSULTANT and notwithstanding any security or other guarantee that OWNER may have in relation to the CONSULTANT'S liabilities.

Notwithstanding anything contained herein above our liability under this Guarantees restricted to AND it shall remain in force upto and including \_\_\_\_\_ and shall be extended from time to time for such period as may be desired by the CONSULTANT on whose behalf this Guarantee has been given.

Therefore, we hereby affirm that we are guarantors and responsible to you on behalf of the Consultant up to a total amount of (amount of guarantees in words and figures) and we undertake to pay you, upon your first written demand declaring the Consultant to be in default under the contract and without caveat or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the \_\_\_\_\_ day of \_\_\_\_\_ 2017

We have power to issue this guarantee in your favour under memorandum and Article of Association and the undersigned has full powers to do so under the Power of Attorney/Resolution of the Board of Directors dated \_\_\_\_\_ accorded to him by the bank.

Dated The \_\_\_\_\_ day of \_\_\_\_\_ 2017

WITNESS:

(SIGNATURE)

(SIGNATURE)

(NAME)

STAMP

(NAME)

(OFFICIAL SEAL)

bank stamp

BANK RUBBER

Designation with

Plus Attorney as per Power  
Of Attorney/Resolution Board of  
Directors  
Date:

**F-14**  
**PROFORMA FOR BANK GUARANTEE FOR EARNEST MONEY DEPOSIT/ BID SECURITY**  
(To be stamped in accordance with the Stamp Act)

Ref: .....

Bank Guarantee No. ....  
Date .....

To  
Tripura Natural Gas Co Limited,

Dear Sir(s),

In accordance with Letter Inviting Tender under your reference No. \_\_\_\_\_ M/s  
\_\_\_\_\_ having their Registered/ Head Office at \_\_\_\_\_  
\_\_\_\_\_ (hereinafter called the Tenderer) wish to participate in the said tender  
for \_\_\_\_\_

As an irrevocable Bank Guarantee against Earnest Money for the amount of \_\_\_\_\_ is  
required to be submitted by the Tenderer as a condition precedent for participation in the said tender  
which amount is liable to be forfeited on the happening of any contingencies mentioned in the Tender  
Document.

We, the \_\_\_\_\_ Bank at \_\_\_\_\_ having our  
Head Office \_\_\_\_\_ (Local Address) guarantee and  
undertake to pay immediately on demand without any recourse to the tenderers by  
Maharashtra Natural Gas Limited the amount \_\_\_\_\_ without any  
reservation, protest, demur and recourse. Any such demand made by TNGCL, shall be conclusive and  
binding on us irrespective of any dispute or difference raised by the Tenderer.

This guarantee shall be irrevocable and shall remain valid up to \_\_\_\_\_ [this date should be 6  
months after the date finally set out for closing of tender]. If any further extension of this guarantee is  
required, the same shall be extended to such required period on receiving instructions from M/s  
\_\_\_\_\_ whose behalf this guarantee is issued.

In witness whereof the Bank, through its authorized officer, has set its hand and stamp on this  
\_\_\_\_\_ day of \_\_\_\_\_ 2014 at \_\_\_\_\_.

WITNESS:

(SIGNATURE)  
(NAME)

(OFFICIAL ADDRESS)

(SIGNATURE)  
(NAME)

Designation with Bank Stamp  
Attorney as per  
Power of Attorney No. \_\_\_\_\_  
Date: \_\_\_\_\_

**F-15**

| <b>Sl. No</b> | <b>Scope of Work</b>  | <b>Accepted / Not Accepted</b> |
|---------------|---|--------------------------------|
| 1             | Creation of e-tender portal for TNGCL   |                                |
| 2             | The e-tender portal should be simple & user friendly & Dynamic  |                                |
| 3             | Key for Tender Publisher / System Administrator.  |                                |
| 4             | Requirement of Tender Publisher key in every stage of tendering.  |                                |
| 5             | Online intimation of Tender along with tender document to vendors   |                                |
| 6             | e-tender portal should have option of Two Bid System & Single Bid System.   |                                |
| 7             | e-tender portal should have provision for Open Domestic Competitive Bidding, Limited Domestic Competitive Bidding & International Competitive Bidding |                                |
| 8             | e-tender portal should also have an option for Single Bidder Tender option (Nomination basis contract & OEM Contract)                                 |                                |
| 9             | Key for Tender Status Viewer (internal) without showing the name of Bidder.   |                                |
| 10            | Both online & off line option of Pre Bid Meeting  |                                |
| 11            | Both online & off line option for submission of EMD & Tender Fee  |                                |
| 12            | Detailed list of Bidder Name, Address of Bidder, Contact No along with EMD amount & Bid Cost should be generated Online                               |                                |
| 13            | Both online & offline option for Issue of Corrigendum, Addendum, Bidders Query & Reply.   |                                |
| 14            | No Bidder is allowed to raise Pre Bid Queries to TNGCL without submitting Bid Cost on line or proof submission on line.                               |                                |
| 15            | Online option of Bid Submission (Tender Vol. I, II, III so on) by Bidder.   |                                |
| 16            | Online submission of Bidders Eligibility Criteria (Technical) Documents by Bidder.  |                                |
| 17            | Online submission of Bidders Eligibility Criteria (Financial) Documents by Bidder.  |                                |

|    |  |  |
|----|--|--|
| 18 | Online submission of Power Of Attorney (on non judicial stamp paper) by Bidder.  |  |
| 19 | Online submission of Necessary Forms & Formats by Bidder.  |  |
|    | Confirmation of submission of Documents.   |  |
| 20 | There should be 04 envelop in two bid system. One envelop for Price Bid, One for EMD & Bid Cost, one for Techno-Commercial Bid and one envelope containing all 03 nos. of envelop. |  |
| 21 | Price Bid envelop will open on Price Bid Opening date. Price Bid will be opened online.  |  |
| 22 | In single bid system tender there should be only one envelope containing Techno Commercial offer, EMD, Bid Cost & Price Part.  |  |
| 23 | Online SOR should be provided where left part of SOR can not modified and the bidder should only deal with right side of SOR i.e. on Price Part.                                   |  |
|    | Online Tender Opening.   |  |
| 24 | Key for Tender Evaluator (Technical, Financial & Commercial)   |  |
| 25 | Option for Both Online & Off line Tender Evaluation (Technical, Financial & Commercial)  |  |
| 26 | Online Techno Commercial Query Raise to Bidder.  |  |
| 27 | Online Receipt of Techno Commercial queries reply from bidders   |  |
| 28 | Online display of Disqualification of Bidder along with reasons.   |  |
| 29 | SMS intimation of Price Bid opening date to techno Commercial accepted bidder  |  |
| 30 | Online Price Bid Opening by Committee.   |  |
| 31 | Both online & offline price Negotiation (if any) with L1 Bidder  |  |
| 32 | On line Preparation of CS considering applicable Taxes, Duties, levies etc.  |  |
| 33 | Internal SMS intimation of Price Bid Opening   |  |
| 34 | Congratulation SMS intimation to L1 bidder. (Optional)   |  |

|    |  |  |
|----|--|--|
| 35 | Internal SMS intimation declaring L1 Bidder with Price.  |  |
| 36 | Online records of LOA / P.O clearly stating Name of Work, Indenting Dept, Tender No, LOA / P.O No, awarded value of Contract, Name of awarded Bidder, Type of Work (Purchase, Service Contract, Works Contract, ARC Contract, OEM Contract). Month wise detail should be given in this folder. This folder can only excess by TNGCL's employees & Directors. |  |
| 37 | Online print out of LOA / P.O by the bidder for particular tender in which the bidder has declared L1, for this the Bidder has to enter the name of work, tender no. date & bidder's name & mob. No.   |  |
| 38 | Print out option should be present in every stage of this Portal.  |  |
| 39 | Tender which is new should be blinked as Active & the tender which bid submission date expired should be move to Archive & Archive folder can be only be opened by TNGCL's employees & Directors.  |  |
| 40 | Option for Remote excess should be present in this portal.   |  |
| 41 | E-tender portal should have an option for online Vendor Registration. Requisite vendor registration form should be provided by TNGCL.  |  |
| 42 | Vendor should be registered for Service Contract, Purchase Contract, Works Contract, OEM Contract, PMC Contract.   |  |
| 43 | After Successful submission of all document by the vendor the documents will be checked by TNGCL on line and if found in order the said vendor shall get system generated vendor code online & SMS and or documents not found in order then also the vendor shall get online intimation of rejection followed by SMS.  |  |
| 44 | The e-portal should have the provision of doing Tendering process by TNGCL's Project Management Consultant.  |  |



|    |  |  |
|----|--|--|
| 45 | For 3 <sup>rd</sup> party Audit there should be data bank in this portal which can only access by C&P Department.  |  |
| 46 | Provision should kept in portal for introduce Reverse Auction & Forward Auction in future.   |  |
| 47 | Details of support staff (from your end) along with active Mobile no should be present in Portal.  |  |
|    | <b>Part of Scope of Work</b>   |  |
|    |  |  |
| 1  | The e-tender portal should be complied by latest CVC guideline. Necessary document in support should be submitted.   |  |
|    |  |  |
| 2  | The e-tender portal should be complied by latest IT ACT, Govt. of India. Necessary document in support should be submitted.  |  |
|    |  |  |
| 3  | The e-tender portal should be secured as per latest IT ACT, Govt. of India. Necessary document should be submitted.  |  |
|    |  |  |
| 4  | The e-tender solution software should be latest version necessary documents in support should be submitted.  |  |
|    |  |  |
| 5  | Detailed Training Session for TNGCL's employees & vendors should be arranged   |  |
|    |  |  |
| 6  | Your support staff should guide us on Site for finalizing at least 05 nos. of tender starting from Tender Publishing to award of contract.   |  |
|    |  |  |
| 7  | For any maintenance work of your server you should inform TNGCL 07 days prior to execute the work.   |  |
|    |  |  |
| 8  | All data of this portal should be given to TNGCL in a DVD / Hard Drive on calendar year basis, besides you should also maintain one data bank of TNGCL on calendar year basis and the same shall be kept to your custody for future reference. |  |

|    |  |  |
|----|--|--|
|    |  |  |
| 9  | Total number of Tender Shall be 50 nos. in a calendar year. The total number may be increased or decreased.  |  |
|    |  |  |
| 10 | Technical Support & Training – The Awarded bidder should provide Technical Support as and when required basis. Training should be given to TNGCL’s employees & bidders of TNGCL. |  |
|    |  |  |
| 11 | Provide Helpdesk Support – The awarded bidder has to give support to Buyer organization officials and its Bidders /Suppliers using the Portal through Telephone and e-mail.      |  |
| 12 | Before Implementation of e-tender demo of said Portal should be given before TNGCL’s management. After approval of demo the same should be installed, commissioned & implemented |  |

(SEAL AND SIGNATURE OF BIDDER)

Note: This should be submitted in the Letter Head of the Bidder

## **CUT OUT SLIPS**

(ENCLOSED CUT-OUT SLIPS TO BE PASTED ON  
RESPECTIVE ENVELOPES OF THE OFFER)

CUT-OUT SLIP

(OUTER ENVELOPE)

DO NOT OPEN-THIS IS A QUOTATION

CLIENT : TRIPURA NATURALS GAS COMPANY LIMITED  
PROJECT : PROJECT FOR CNG AND CITY GAS DISTRIBUTION FOR  
AGARTALA  
BID DOCUMENT NO : **TNGCL/C&P/e-tender/SC (901)/2017-18**  
ITEM : **Design, Development and Implementation of e – tender  
portal (Bidders Pay Model)**  
DUE DATE & TIME : 05.07.2017 at 15:00 HRS (IST)

TO,  
C.Ghosh I/c (Contracts & Procurement)  
M/s TNGCL,  
Shilpa Niagm Bhawan, Khejurbagan,  
P.O - Kunjaban,  
Tripura – 799006

FROM

NAME:

ADDRESS

(To be pasted on the outer envelope containing "Priced", "Unpriced" bids along with Bid security/ EMD & Tender fee)

CUT-OUT SLIP

PART – A    (UNPRICED BID)

DO NOT OPEN-THIS IS A QUOTATION

CLIENT : TRIPURA NATURALS GAS COMPANY LIMITED  
PROJECT : PROJECT FOR CNG AND CITY GAS DISTRIBUTION FOR AGARTALA  
BID DOCUMENT NO : **TNGCL/C&P/e-tender/SC (901)/2017-18**  
ITEM : **Design, Development and Implementation of e – tender portal (Bidders Pay Model)**  
DUE DATE & TIME : 05.07.2017 at 15:00 HRS (IST)

TO,  
C.Ghosh I/c (Contracts & Procurement)  
M/s TNGCL,  
Shilpa Niagm Bhawan, Khejurbagan,  
P.O - Kunjaban,  
Tripura – 799006

FROM

NAME:

ADDRESS

(To be pasted on the envelope containing "Unpriced" bid)

CUT-OUT SLIP

PART – B    (PRICED BID)

DO NOT OPEN-THIS IS A QUOTATION

CLIENT                   :     TRIPURA NATURALS GAS COMPANY LIMITED  
PROJECT                 :     PROJECT FOR CNG AND CITY GAS DISTRIBUTION FOR  
  AGARTALA  
BID DOCUMENT NO :     **TNGCL/C&P/e-tender/SC (901)/2017-18**  
ITEM                     :     **Design, Development and Implementation of e – tender  
  portal (Bidders Pay Model)**  
  
DUE DATE & TIME :     05.07.2017 at 15:00 HRS (IST)

TO,  
C.Ghosh I/c (Contracts & Procurement)  
M/s TNGCL,  
Shilpa Niagm Bhawan, Khejurbagan,  
P.O - Kunjaban,  
Tripura – 799006

FROM

NAME:

ADDRESS

(To be pasted on the envelope containing "Priced" bid")

CUT-OUT SLIP

PART – C    (BID SECURITY)

DO NOT OPEN-THIS IS A QUOTATION

CLIENT : TRIPURA NATURALS GAS COMPANY LIMITED  
PROJECT : PROJECT FOR CNG AND CITY GAS DISTRIBUTION FOR AGARTALA  
BID DOCUMENT NO : **TNGCL/C&P/e-tender/SC (901)/2017-18**  
ITEM : **Design, Development and Implementation of e – tender portal (Bidders Pay Model)**  
DUE DATE & TIME : 05.07.2017 at 15:00 HRS (IST)

TO,

C.Ghosh I/c (Contracts & Procurement)  
M/s TNGCL,  
Shilpa Niagm Bhawan, Khejurbagan,  
P.O - Kunjaban,  
Tripura – 799006

FROM

NAME:

ADDRESS

(To be pasted on the envelope containing "Bid Security")

## CHECK LIST

1. All BEC Related Document
2. Power of Attorney on Non Judicial Stamp Paper
3. Sign & Stamp copy of Tender.
4. EMD in favour of TNGCL, Agartala
5. All Forms & Formats.
6. Tender Page Marking in Sequentially Manner
7. Signed Addendum, Corrigendum (if any)



**Annexure:-I**

**Schedule of Rates (SOR)**

**Purchaser:** M/s Tripura Natural Gas Company Limited

**Tender No:** TNGCL/C&P/e-tender/SC (901)/2017-18

**Work:** Design, Development and Implementation of e – tender portal (Bidders Pay Model) in TNGCL

**Part A (TNGCL's Pay)**

| Sl. No | Particulars   | Unit | Qty. | Rate (Rs) | Total (Rs) |
|--------|---|------|------|-----------|------------|
| 1      | **Design, Development and Implementation of e-tender solution (Indent Management & e-tendering with one time setup fee and maintenance & support for 01 year) | Job  | 1    |           |            |
| A      | <b>Total</b>  |      |      |           |            |
| B      | <b>Service Tax @ 15% on A</b>   |      |      |           |            |
| C      | <b>Grand Total (A+B)</b>  |      |      |           |            |

**\*\*\*Part B (Bidders Pay)**

| Tender Value                                     | Amount (Rs) |
|--|-------------|
| Tender Value Rs. 2.00 lacs to 10.00 lacs         |             |
| Tender Value Rs. 1,00,001 lacs to 20.00 lacs     |             |
| Tender Value Rs. 20,00,001 lacs to 40.00 lacs    |             |
| Tender Value Rs. 40,00,001 lacs to 50.00 lacs    |             |
| Tender Value Rs. 50,00,001 lacs to 01.00 Cr.     |             |
| Tender Value Rs. 1,00,00,001.00 Cr. to 02.00 Cr. |             |
| Tender value above Rs. 02.00 Cr.                 |             |

\*\* The should be inclusive of Design, Development and Implementation of e-tender solution, Cost of Onsite finalization of Minimum 05 Nos. pilot tender (*i.e. 05 times to & fro charges including lodging, fooding, Transportation Charges*) On site Training of TNGCL's employee & Vendors of TNGCL, Indent Management & e-tendering with one time setup fee, maintenance & Technical etc. support for 01 year.

\*\*\* For SOR (Part B) Bidders are requested to quote justifiable item rates, abnormally high rate will not be accepted.