

SECTION-II

SAMPLE FORMS

SAMPLE FORM.

1. BID FORM

To,
The Chief Engineer (Distribution),MePDCL,
Short Round Road,Lumjingshai.
Shillong-793001

Date:

Having examined the Bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver. (Description of Materials / equipment) in conformity with the said bidding documents for the sum of....(total bid amount in words and in figures) or such other sums as may be ascertained in accordance with the schedule of prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the Materials / equipment in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to. 10% of the Contract Price for the due performance of the Contract, in the form prescribed by the Purchaser.

We agree to abide by this Bid up to....(for the Bid Validity Period) specified in Clause and it will remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, will constitute a binding Contract between us.

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

We certify / confirm that we comply with the eligibility requirements as per clause of the bidding documents.

Dated this.day of ... 200

[Signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

1. (a) BID SECURITY FORM

To,

The chief Engineer (Distribution),
Meghalaya Power Distribution Corporation Limited,
Lumjingshai, Short Round Road, Shillong-793001.

Whereas.....(hereinafter called "the Bidder") has submitted its Bid dated (date of submission of bid)
For the supply of.....(name and /or description of the Materials / equipment) (hereinafter called "The Bid").

KNOW ALL PEOPLE by these presents that WE (name of bank) having our registered office at.
..... (Address of bank)(Hereinafter called "the Bank"), are bound unto (name of Purchaser)
(Hereinafter called "the Purchaser") in the sum of____for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this_day of

THE CONDITIONS of this obligation are:

1. If the Bidder
 - a) withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
 - a) Does not accept the correction of errors in accordance with the Bid Specification, or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of bid validity;
 - (a) Fails or refuses to furnish the performance security, in accordance with the Bid Specification.
 - (b) fails or refuses to execute the Contract Form if required; or

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including **Thirty days (30) days** after (Specification Date) the period of the bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

.....
(Signature of the Bank)

NOTE: This will be executed on a Rs.100/- non-judicial stamp paper issued by a scheduled Bank.

2.(b) PERFORMANCE SECURITY FORM

To: _____(Name of Purchaser)

WHEREAS(Name of Supplier)

(Hereinafter called "the Supplier") has undertaken, in pursuance of Contract No.....dated.....2020. to supply.....(Description of Materials / equipment and Services) (Hereinafter called "the 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 recognized Bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Supplier a Guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of (Amount of the Guarantee in Words and Figures) 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 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 then. ... Day of. 20....

Signature and Seal of Guarantors

.....

..... Date.

.....20...

.....

.....

Address:.....

.....

.....

NOTE: This will be executed on a Rs.100/- non-judicial stamp paper by a scheduled Bank.

3.CONTRACT FORM

THIS AGREEMENT made the. day of. 20.. Between (Name of Purchaser) of the one part and (Name of Supplier) of the other part:

WHEREAS the Purchaser invited bids for certain Materials / equipment and ancillary services viz.,
.....(Brief description of Materials / equipment and Services)
and has accepted a bid by the Supplier for the supply of those Materials / equipment and services in the sum of
..... (Contract Price in Words and Figures)(hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions will have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

3. The following documents will be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Purchaser's Notification of Award.

3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the Materials / equipment and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the Materials / equipment and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

Brief particulars of the Materials / equipment and services which will be supplied/ provided by the Supplier are as under:

Sl. No.	Brief Description of Materials / Equipment & services	Quantity to be supplied	Unit Price Rs.	Total Price Rs.	Delivery Terms

TOTAL VALUE: (Rupees _____ only)

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed on the day and year first above written.

Signed, Sealed and Delivered by the

said.....(for the Purchaser)

in the presence of.

Signed, Sealed and

Delivered by the said

.....(for the

Supplier)

in the presence of.

NOTE: To be executed on a Rs.100/- Non-judicial stamp paper.

4. PROFORMA FOR
 PERFORMANCE STATEMENT Bid No

Time _____ Hours

Date of Opening _____

Name of the Firm _____

Order placed by (full address of purchaser)	Order No. and Date	Description and quantity of ordered equipment	Date of Completion of Delivery	
			As per Contract	Actual

Remarks indicating reasons for late delivery, if any	Has the equipment been satisfactorily functioning? (Attach a Certificate from the Purchaser)

Signature of the Bidder of the bidder

5. SCHEDULE OF DEVIATION

(i) TECHNICAL

Sl. No.	Requirements / Equipment	Specification Clause No.	Deviations	Remarks

It is hereby conformed that except for deviations mentioned above, the offer conforms to all the other features specified in Technical Specification Section _____ of this Bid Document

Place :

Signature of the Bidder :

Date :

Name :

Business address :

5. SCHEDULE OF DEVIATION

(ii) COMMERCIAL

Sl. No.	Requirements / Equipment	Specification Clause No.	Deviations	Remarks

It is hereby conformed that except for deviations mentioned above, the offer conforms to all the other features specified in Commercial Specification Section _____ of this Bid Document

Place :

Signature of the Bidder :

Date :

Name :

Business address:

6. DECLARATION FORM

**Declaration to be given by the Company in regard to
relation to promoters of Blacklisted /
debarred companies by any power utilities.**

I declare that, myself or any of the representatives of my company / firm do not have any relatives with promoters of blacklisted / debarred companies by any utilities.

It is certified that the information furnished above is true to the best of my knowledge and belief. It is hereby undertaken that in the event of the above information found to be false or incorrect at a later date, the MEPDCL is entitled to terminate the contract/agreement entered into besides recovering damages as may be found necessary, with due notice.

**Signature of authorized
representative**

CHAPTER-10

Annexure – I

follows: **The Details of 33/11 KV Sub Station ,Feeder and Towns are as**

S.N	Name of Subsation	Name of Town	No of Feeder
1	Lapalang -SPA	Shillong	4
2	Umjarain	Shillong	5
3	Mawpat RAPDRP	Shillong	4
4	Charphalong-RAPDRP	Shillong	3
5	Mawiong Police Batalian - RAPDRP	Shillong	3
6	Williamnagar	williamnagar	4
7	Resubelpara	Resubelpara	4
8	Dobasipara	Dobasipara	2
9	Tura Rongkong	Tura	3
10	Jyntru- IPDS	Nongpoh	3
11	Smit- IPDS	Shillong	3
12	Umiew -IPDS	Shillong	3
13	Khyletreshi- IPDS	Jowai	3
14	Tura-IPDS	Tura	3
15	chirangre	Tura	2
	Total		49

Annexure-II

Table: Server Configuration

Server Specification	Type 1
Minimum Quantity of the features	Server
CPU (SPEC CPU 2017 V1.0 benchmarking Standards)	2X8C, 3.2GHz X-86 -64
Latest version of OEM operating system shall be provided for each server, with required number of user license on each server	RHEL / Windows
RAM	128GB DDR3 Scalable Up to 512 GB
HDD	6X1 TB
Power Supply	Dual Redundant with 80 plus platinum certification
Integrated hardware RAID controller and should support hardware RAID 0, 1, 10, 5. Offered controller should have 512 MB battery backed cache	RAID 1, 5 & Hot Spare
Server should be configured with single DVD-RW drive/ blue-ray R/W drive	DVD-RW drive/ blue-ray R/W drive
Ethernet ports	4*10 Gigabit Ethernet (For FEP 6*10Gigabit Ethernet)
Server should be configured with two dual port 16Gbps Fibre Channel adapter to connect to external storage.	Two dual port 16Gbps Fiber Channel adapter
Operating System Support	Server should support latest version of Windows/Linux operating system
USB Ports	4
Integrated management console with remote presence	Server should be supplied with OEM's software/Hardware and required ports

**Annexure-III Table:
Workstation Configuration**

SN	Item	Description
1	Grade	Workstation Grade (SPEC CPU 2017 V1.0 Benchmarking Standard)
2	RAM	8 GB expandable up to 16GB
3	Processor speed	3.0GHz processing speed
4	Internal Auxiliary memory	2*500GB RAID 1
5	Speakers	Two internal speakers
6	Interfaces	1 GB dual Ethernet ports Min 4 USB Ports Port for cartridge magnetic tape drive Graphic adapter cards(HDMI) - 3nos
7	User interface	1. One 24" and Two 46' wide 2. Three numbers 30" Screen (16:9 aspect ratio), HD Resolution (1920x1080) LED Colour monitors, keyboard & optical mouse
8	Mounting	Desktop mounting
9	Power supply	Dual AC Power supply
10	Operating system	Microsoft Windows 8.1 Or Latest Professional (compatible with the OEM software)
11	Monitors	
12	Diagonal Viewable size	
13	Colour support	16.7 million
14	On screen control	Required
15	Anti-glare & anti-static	Yes
16	Tilt , Swivel	Yes
17	Aspect ratio	16:09