



# MEGHALAYA POWER ENERGY CORPORATION LIMITED

MePDCL

OFFICE OF THE ADDITIONAL CHIEF ENGINEER (EL)

MATERIAL MANAGEMENT

LUM JINGSHAI; SHORT ROUND ROAD; SHILLONG-793001

CIN: U40101ML2009SGC008394 :: GSTIN No. 17AAICM1935F1ZJ :: PAN No. AAICM1935F

Phone – 0364-2591930

Email : ace.mm.meecl@gmail.com

No.ACE(MM)/EMP/TRF/2025-26/2

Dated Shillong the 6<sup>th</sup> May, 2025

## Notice for Expression of Interest

Expression of interest is hereby invited from Transformer Repairing Firms from the State of Meghalaya/Assam for empanelment/registration in the office of the Additional Chief Engineer, Material Management, MeECL, Shillong for taking part in the future tender/work for repairing of failed Distribution Transformers and Power Transformers of 11 KV and 33 KV Level.

Firms interested for empanelment/registration may find the detailed information from the Website <http://www.meecl.nic.in> and to submit their respective Expression of Interest to the office of the undersigned on or before 16:00 Hrs of 11<sup>th</sup> June, 2025

  
(A.W. Momin)  
Addl. Chief Engineer(MM)

Memo.No.ACE(MM)/EMP/TRF/2025-26/2(a)  
Copy to :-

Dated Shillong the 6<sup>th</sup> May, 2025

1. The P.A.to the Chief-cum-Managing Director, MeECL, Shillong for kind information of the CMD.
2. The Director (Corporate Affairs),MeECL, Shillong.
3. The Director, Finance,MeECL, Shillong.
4. The Director(Distribution),MePDCL, Shillong.
5. The Chief Account Officer, MeECL, Shillong
6. The Chief Engineer(Commercial), MePDCL, Shillong with a request to incorporate the above Notice in the MeECL website.
7. The Director, Information and Public Relation, Meghalaya with a request to kindly publish the Expression of Interest in the Shillong Times, U Mawphor and Salatini on or before 9<sup>th</sup> May, 2025 within a space of 9 cm x 3 col. The Newspaper are to submit their bills in triplicate to the undersigned for payment.
8. Notice Board
9. Relevant File. - *Tender Notice File*

  
Additional Chief Engineer(MM)

O/C



# MEGHALAYA POWER ENERGY CORPORATION LIMITED

## OFFICE OF THE ADDITIONAL CHIEF ENGINEER (EL) MATERIAL MANAGEMENT

LUM JINGSHAI; SHORT ROUND ROAD; SHILLONG-793001

CIN: U40101ML2009SGC008394 :: GSTIN No. 17AAICM1935F1ZJ :: PAN No. AAICM1935F

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### Expression of Interest from the Transformer Repairing Firms

1. Invitation as per Notice No. ACE(MM)/EMP/TRF/2025-26/2

Dated 6<sup>th</sup> May, 2025

**2. Scope :** Empanelment of firms interested for partaking in future tender/work for “ Repairing of failed transformer for 11 KV and 33 KV Level under MePDCL, Eastern Zone and Western Zone. Location of the firm shall be only from the state of Meghalaya and Assam”.

**3. Criteria of Requirement :** For the firm to get empanelled under this scope, the following minimum Documents/requirements must be fulfilled :-

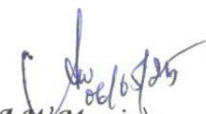
- i. Registration Document
- ii. License to work at factory
- iii. Memorandum of Articles of Association/Propriety/Partnership
- iv. GST, PAN Card
- v. Clearance certificate from State Pollution Board/Any related Authority
- vi. List of machineries
- vii. Testing Equipment
- viii. Calibrated meters
- ix. Past Experience/past order of similar work (last 3 year)
- x. Performance Certificate of the executed work (last 3 year)
- xi. Approved GTP and Drawing of the Transformers executed as per Sl.No. (ix).
- xii. Documents of skilled and semi-skilled worker
- xiii. All the documents shall be updated and valid from time to time.
- xiv. Documents from Sl.No. (i) to (v) are required to establish the clear existence of the firm under recognition of the State Government.
- xv. Documents from Sl.No. (vi) to (viii) are required to establish the authenticity of machineries, testing equipment and the maintenance/observation of sensitivity of the reading meters with supporting of valid Certificate from NABL accredited labs.
- xvi. Documents from Sl.No. (ix) to (xi) are required to establish the experience of the firm which is very crucial for observation of the quality of work being executed by a firm.
- xvii. In case a firm apprise as a start up firm, supporting documents must be furnished. However, documents from Sl.No. (i) to (viii) shall be furnished without failed.

#### 4. Stages of Qualification

- i. The First stage of empanelment process will be examination/fulfillment of documentation
- ii. The Second stage of empanelment process will be factory inspection.
- iii. The third stage of empanelment process will be issuing of approval letter based on the Satisfactory Report submitted by the Inspecting Officer.

#### 5. SOP : The following SOP will be maintained/conducted during empanelment period :

- i. All documents shall be submitted within 1 month from the date of floating of EOI.
- ii. Within this period the intending firm may seek clarification/query to clear all doubts. All queries shall reach the office of the ACE(MM), MeECL, Shillong within 7 (seven) days before the last date of submission of documents.
- iii. After examination of documents, clarification and queries may be raised by the Department.
- iv. When documentation has been completed in all respect, the 1<sup>st</sup> stages of empanelment has been completed and the Department will inform the firm accordingly
- v. The firm will then invite the Department for factory inspection. The date of the program shall be fixed at mutually convenient time of both parties.
- vi. After factory inspection, the firm will get the empanelment approval based on the satisfactory report submitted by the inspecting Officer.

  
(A.W. Momin)  
Addl. Chief Engineer(MM)