

MEGHALAYA POWER GENERATION CORPORATION LIMITED
OFFICE OF THE CHIEF ENGINEER(C) :: MAINTENANCE & SMALL HYDRO::
LUMJINGSHAI :: SHORT ROUND ROAD :: SHILLONG : 793 001.

**SCHEDULE
AND
SPECIFICATIONS**

CONDITIONS OF CONTRACT

TENDER FOR

**"CONSTRUCTION OF SPAWN LABORATORY (Provision of two storeyed)
AT RYMPHUM, JOWAI WEST JAIINTIA HILLS DISTRICT"**

E- TENDER FOR

**“CONSTRUCTION OF SPAWN LABORATORY (Provision of two storeyed) AT RYMPHUM,
JOWAI WEST JAINZIA HILLS DISTRICT.”**

1. To be submitted by **13.00** hours of the **24th July, 2025**
2. Tenders shall be opened in presence of intending tenderers at **15.00 hours** on the **24th July, 2025** in the conference hall at MeECL, HQ Lumjingshai, Shillong-793001.

Dated Shillong,

The 27th June, 2025



MEGHALAYA POWER GENERATION CORPORATION LIMITED

OFFICE OF THE CHIEF ENGINEER (C) :: MAINTENANCE & SMALL HYDRO::
LUMJINGSHAI :: SHORT ROUND ROAD :: SHILLONG : 793 001.

Tender Notice No. 1 of 2025-26


Date : 27th June, 2025

SHORT TENDER NOTICE

E-tender is invited in 2(two) Bids System (Technical & Financial Bid) from Registered Class -I Contractors under MePGCL/Other Central & State Govt. entity as Single Bidder/Joint Venture for the work as detailed below:

Sl.No.	Name of Work	Estimated Value
1.	CONSTRUCTION OF SPAWN LABORATORY(Provision of two storeyed) AT RYMPHUM, JOWAI WEST JAINTIA HILLS DISTRICT	Rs.80,58,807.00

Interested Bidders may see and can download the Detailed N.I.T. from the portal <http://www.meghalayatenders.gov.in>


Chief Engineer(C),
Maintenance & Small Hydro,
MePGCL, Shillong.

Memo No.CE/C/MSH/MePGCL/T-137(A)/Pt-I/2014/

(a) Dated Shillong the 27th June, 2025

Copy to :

1. The Director (Generation), MePGCL, Shillong.
2. The Director (Transmission), MePTCL, Shillong.
3. The Director (Distribution), MePDCL, Shillong.
4. The Director of Horticulture Department, Meghalaya, Shillong.
5. All Chief Engineer under MePGCL, MePTCL, MePDCL, Shillong.
6. The Company Secretary, MeECL, Shillong.
7. The Chief Accounts Officer, MeECL, Shillong.
8. The Director, Directorate of Information & Public Relation, Government of Meghalaya with a request to publish in one issue of the following Newspapers:-
 - I. The Shillong Times, Shillong.
 - II. Mawphor, Shillong.
 - III. Salantini Janera, Tura.
9. All Additional Chief Engineer (C), under, MePGCL, MePTCL, MePDCL, Shillong.
10. All Superintending Engineer (C), under MePGCL, Shillong.
11. All Executive Engineer (C), Under MePGCL, Shillong.
12. The Executive Engineer (MIS), MeECL., Shillong for information and necessary action with a request to display at the website of the MeECL.,


CHIEF ENGINEER(C), M&SH.

Tender Notice No. 1 of 2025-26

Date : 27th June, 2025


DETAILED TENDER NOTICE

E-tender in 2(Two) Bids System (Technical & Financial Bids) in MeECL F-2 forms accompanied by an Indian Postal Order/Demand Draft/Banker's Cheque of Rs. 100.00 (Rupees One hundred only) (non refundable) duly pledged in favour of the Principal Account, MePGCL., Shillong is hereby invited for the works as detailed below from Registered Class I Contractors of MePGCL/Other Central & State Govt. entity as Single Bidder/Joint Venture having past experiences in executing similar work.

Sl. No.	Name of Work	Estimated Value	Earnest Money	Cost of Bid Documents	Time of Completion
1.	CONSTRUCTION OF SPAWN LABORATORY (Provision of two storeyed) AT RYMPHUM, JOWAI WEST JAINTIA HILLS DISTRICT	Rs.80,58,807.00 (Rupees Eighty Lakh Fifty Eight Thousand Eight Hundred Seven) only.	1 % of the estimated value for SC/ST Contractors and 2% of the estimated value for General Contractors in the form of a Call Deposit/Term Deposit pledge in favour of the Chief Engineer, Maintenance & Small Hydro, MePGCL, Shillong.	Rs. 5000/- (Rupees Five Thousand) only, (By Demand Draft/ Banker's Cheque) payable to the Principal Accounts, MePGCL, Shillong.	18 (Eighteen) months from the date of issue of Work Order.

Detailed particulars, Schedule of Items etc. can be downloaded from the portal <http://www.meghalayatender.gov.in> from the **2nd July, 2025** at 12.00 Hours and the last date of submission will be up to **24th July, 2025** at 13.00 Hours. The tender will be opened on the **24th July, 2025** at 15.00 Hours.

The undersigned is not bound to accept the lowest tender or any tender and may reject any or all tenders without assigning any reasons whatsoever and reserves the right to accept/ reject the tender partly or in full and to sub divide the work as found suitable.


Chief Engineer(C)
Maintenance & Small Hydro,
MePGCL, Shillong.

Memo No. CE/C/MSH/MePGCL/T-137(A)/Pt-I/2014/ (a) Dated Shillong the 27th June, 2025

Copy to:

1. The P.A. to the Chairman-cum-Managing Director, MeECL., Shillong, for kind information of the Chairman Cum Managing Director.
2. The Director (Generation), MePGCL, Shillong.
3. The Director (Transmission), MePTCL, Shillong
4. The Director (Distribution), MePDCL, Shillong.
5. The Director of Horticulture Department, Meghalaya, Shillong.
6. All Chief Engineers under MePGCL, MePTCL, MePDCL.
7. The Company Secretary, MeECL, Shillong.
8. The Chief Accounts Officer, MeECL, Shillong.
9. All Additional Chief Engineer under MePGCL, MePTCL, MePDCL, Shillong..
10. All Superintending Engineer, under MePGCL.
11. All Executive Engineers under MePGCL.
12. The Executive Engineer (MIS), MeECL, Shillong for information and necessary action with a request to display at the website of the MeECL,
13. Office Notice Board.


CHIEF ENGINEER(C), M&SH.

QUALIFICATION CRITERIA (TERMS AND CONDITIONS):

1. The bid Document can be downloaded online from meghalayatender.govt.in from 12.00 Hours (IST) of **2nd July, 2025** onwards, and in such case the concerned bidder shall submit the Demand draft/Bankers's Cheque being the cost of Bid Document at the time of submission of technical bid. MePGCL will summarily reject the Technical bids of those bidders who failed to submit the demand draft/ Bankers Cheque.
2. The bidders designated representative (s) is/are invited to attend pre-bid meeting, which is scheduled to take place on **15th July, 2025** at 12.00 hours at the office of the Chief Engineer (C), Maintenance & Small Hydro, MePGCL. The purpose of the meeting shall be to clarify any issue regarding the bidding document in general and Technical Specifications in particular. The bidder is requested, as far as possible to submit any question in writing to reach the Employer not later than one week before the meeting. Minutes of the meeting , including the text of the question raised (without identifying the name of the bidders) and the response given, together to any response prepared after the meeting, will be transmitted without any delay to all purchasers of the bidding Document.

3 (A)– Technical Bids (For Single Bidder):-

- i. The Tenderer must be Registered Class – I Contractors of MePGCL/Other Central & State Govt. entity as Single Bidder/Joint Venture and an attested copy of Registration should be submitted along with the Tender, failing of which the Tender is liable to be rejected.
- ii. Each tender must be accompanied by an Indian Postal Order/DD/BC of Rs.100/- (Rupees One hundred only), and cost of Bid Document Rs. 5000/- (Rupees Five Thousand) only, in form of Demand Draft / Bankers Cheque (non refundable) pledged in favour of the Principal Accounts, MePGCL, Shillong.
- iii. Earnest money must be submitted either in the form of Term Deposit or Call Deposit duly pledged in favour of the Chief Engineer (C), Maintenance & Small Hydro, MePGCL Shillong, without which tender will be rejected. This earnest money will be returned to the unsuccessful tenderer and will be retained for the successful tenderer as part of the Security Deposit.
- iv. The Bidder should furnish latest Bank solvency certificate alongwith other documents in support of their financial soundness and ability to execute the Project.
- v. Annual Turnover alongwith the Audited Balance Sheet for the last 5(Five) years should be submitted.
- vi. The contractor shall also submit list and description of similar Work Order alongwith the completion certificate previously executed by him/her of the tendered value as follows. In support of which he/she should also submit certified copies of Work Orders for construction of Buildings executed by them and an experience certificate during the last 7 years signed by an Officer not below the rank of Executive Engineer respectively.
 - a) 80 % of the tendered value for single work,
 - b) 50% of the tendered value for two works,
 - c) 40% of the tendered value for three works,

- vii. The contractor should also submit list of experienced technical personnel to execute the work required to be carried out according to the specifications with supporting document.
- viii. Attested Copies of G.S.T. registration, P.A.N. Card and two copies of current passport size photographs of the tenderer must be submitted along with the tender failing which the tender is liable to be rejected.
- ix. Copy of the Electrical License should be submitted along with the Tender.
- x. 6(Six) Nos. of Construction Drawings are enclosed.
- xi. Tenderers shall submit a note on the construction methods proposed to be adopted by him/her in order to ensure the completion of the works under this contract within the period stipulated in this specification. This note should be supported with schedules of Construction Programme. However the successful tenderer may be required to modify the method of construction as advised by the Chief Engineer(C), Maintenance & Small Hydro, MePGCL., Shillong.
- xii. The bidder should also submit the list of Tools and Plants alongwith the tender.
- xiii. The bidder must submit certificate of registration of **Employee Provident Fund Organization (EPFO)** along with the latest challan/receipt of payment of contribution of EPF.
- xiv. The contractor must register with the **Meghalaya Building and other Construction Workers Welfare Board (BOCW)** and certificate of the same is to be enclosed as Pre-Bid condition and it is mandatory for registration of labourers once the work is allotted to the successful Bidder and to submit the Certificates of the same as a post Tender condition as per the notification of the Government of Meghalaya, Labour Department.
- xv. Non-tribal contractors must submit a copy of the valid trading license along with the tender.
- xvi. Tribal contractors must submit along with their tenders a copy of the schedule tribe certificate issued by competent authority.
- xvii. Contractors employing more than fifty labourers shall have to produce for Contract Labour Licenses as per Govt. Notification as a post tender condition.
- xviii. Copies of Registration Certificate with(a) Meghalaya Building and other Construction Workers Welfare Board (BOCW), (b) Employee Provident Fund Organization (EPFO) (alongwith latest Challan), (c)Certificate of Work experience, Turnover, Solveney Certificate and other documents as specified in the NIT shall be scanned and uploaded to the e-bidding website within the period of bid submission and certified copy of each shall be submitted (Hard Copy) in a separate envelop marked as "Technical Bid" upto 13:00 hours of the 24th July, 2025.
- xix. **IPO, Demand Draft/Bankers Cheque against the Cost of Bid Document and EMD in the form of Term Deposit or Call Deposit shall be placed in a single sealed envelope superscripted as "Cost of Bid" and "Earnest Money" with name of work and due date of opening of the bid also is to be mentioned thereon and the same has to be uploaded at the website.**

- xx. Both the envelopes i.e, (i) Technical Bid Documents & (ii) IPO, Demand Draft/Banker's Cheque and EMD shall be placed in another envelope superscripted "Name of work, Date & Time of opening of Bids" and to be submitted (Hard Copy) in the office of the Chief Engineer (C), Maintenance & Small Hydro, MePGCL, Shillong upto 13.00 Hours of the 24th July, 2025.
- xxi. Online bid documents submitted by intending bidders shall be opened only to those bidders, whose Earnest Money Deposit and Cost of Bid document (Hard Copy) placed in the envelope are found in order.

3 (B) – Technical Bids (For Joint Venture) :-

- (i) The Bid shall include all the information listed in Clause No.1, 2 and 3 (A) Sub-Clause (i) upto (xxi).
- (ii) One of the partners shall be nominated as Lead Partner, and this authorization shall be evidenced by submitting a power of attorney signed by legally authorized signatories of all the partners;
- (iii) The Lead partner shall be authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the JV and the entire execution of the contract, including payment, shall be done exclusively to the lead partner.
- (iv) All partners of the JV shall be liable jointly and severally for the execution of the contract in accordance with the contract terms, and a statement to this effect shall be included in the authorization mentioned under [ii] above, as well as in the bid and in the Agreement [in case of a successful bid];
- (v) A copy of the JV Agreement entered into by the partners shall be submitted with the bid specifying the role of Lead Partner and the other partner.
- (vi) JV members are "jointly and severally responsible and liable" in a contract. For pre qualification, the JV should fulfill the criteria specified in the pre-qualification (Technical Bid) document. The attributes to be evaluated will be the same as for individual contractors; however, certain parameters up to the specified limits have to be essentially met by them collectively, some by the lead partner, and some by the other partner, as briefly described below:
 - a) Qualifying factors to be met severally or collectively: (i) annual turnover from construction (ii) particular construction experience (iii) construction cash flow for the subject contract (iv) personnel capabilities and (v) equipment capabilities.
 - b) Qualifying factors for lead partner (i) Annual Turnover from Construction (ii) particular construction experience (iii) financial capability to meet cash flow requirement of subject contract –not less than of 60 (Sixty) per cent of the respective limits prescribed in case of individual contractors may be accepted; (iv) financial soundness.
 - c) Qualifying factors for other partner: Same as for lead partner except that for the factors specified in (b) (iii) above, a lower limit of 25 (twenty-five) per cent may be accepted instead of 60 (Sixty) per cent.
- (vii) A member/Partner of a JV can participate in only one JV for a particular work.

- (viii) The formation of JV or change in the JV character/ members after submission of the bid is not permitted.
- (ix) The JV must enroll in the name of the Lead Partner on behalf of JV for Bid submission and has to obtain all requisite Legal Documents (PAN, GST etc) before execution of the Agreement.
- (x) In respect of Turnover, the lead partner should meet a minimum 60 (Sixty) per cent of the turnover criteria and other partner should meet not less than 25 (twenty-five) per cent of the turnover criteria and all the partners should collectively meet 100 (One Hundred) per cent of the turnover criteria.
- (xi) In respect of qualification criteria, the bidder of a single firm or any one of the partners of the JV should have completed successfully the works specified, as stipulated in the bid document for which necessary documentary evidence should be produced to the satisfaction of MePGCL.

4. Financial Bid (For Single Bidder/JV):-

- i. The rates quoted shall be valid and firm for items of work till the completion of the work for any increase or decrease in quantities as per final design and estimate. The rates should be quoted both in figures and words against each item of the schedule. All corrections should bear the dated initial of the tenderer. **If there is any discrepancy between the rates quoted in figure and in words then the rates in words will be considered.**
- ii. Price breakup shall be submitted electronically only. The last date for uploading of the Bidder's Price Bid in the website meghalayatenders.gov.in is on or before 13.00 hrs (IST) on the 24th July, 2025. The price bids will be opened for those contractors only who has qualified in the Technical bid and will be intimated accordingly.
- iii. Tender(s) quoting below the estimated costs of the work will not be accepted and shall automatically rejected.

5. General Terms and Condition. (For Single Bidder/JV).


- i. The Security Deposit to be taken up for the due performance of the contract under the terms and conditions laid down in the Tender form will be a deduction of 10 (ten) percent from every ad-interim payment made on account of the works until the sum of these deduction and the Earnest money are equal to 10 (ten) percent of the amount of the contract or as per applicable Rules and Regulations of the State/Centre.
- ii. The Department will **not provide any construction machinery or tools and plants to the contractor**, which may be required for the execution of this work. However, of any available machinery or tools and plants of the Department, if required by the contractor, can be provided to him on the basis of hire charged fixed by the Department. For providing such assistance the Departmental hiring charge will be recovered from the bills of the contractor.
- iii. In case the tenderer gives special clauses other than those specified in the N.I.T., which may mean financial liabilities towards the overall value of the contract, the tenderer must indicate the special clauses separately together with the ceiling for the purpose of payment as well as the final valuation of the tender. This information is to be furnished along with the tender.

- iv. Taxes will be deducted at source as per the prevailing Rules and Regulations of the State/Centre and as amended from time to time.
- v. Labour Cess @ 1% will be deducted at source from the Contractor's Bill.
- vi. Each tenderer should carefully examine the drawings and specifications, visit the site and fully satisfy and acquaint himself about the nature and location of work, the conditions, quality and quantity of materials required and their availabilities, the type of equipments and facilities available in general and local condition which affect the work or cost thereof. While quoting the rates, the contractor should also consider the cost of all construction materials at site including his cost of carriage from the source of procurement to the construction site subsequent cost of storage thereon etc.
- vii. Forest royalty for any forest products used in the work shall be deducted at source from the contractor's bill at the rate as applicable to the MeECL.
- viii. All works shall have to be carried out as per relevant I.S. Code of Practice unless otherwise specified by the Chief Engineer (C), Maintenance & Small Hydro, MePGCL Shillong or covered by the detailed specifications for the works appended herewith.
- ix. The Tenderer should sign every page of the tender, Every correction in the tendered rates should bear contractor's initial before submission failing which the tender is liable to be rejected.
- x. Wherever there is any variation in between the conditions of the F – 2 Form and the conditions of N.I.T, the conditions of N.I.T. will overrule the condition of the F-2 Form. However other conditions of the F-2 Form about which nothing is mentioned in the N.I.T. shall form a part of this contract.
- xi. **The contractor must not sublet the work without the permission of the Competent Authority.**
- xii. **The Contractors will have to follow all safety protocols and arrange personal protective equipments to their workers at the work site.**
- xiii. In case tender opening day happens to be a holiday then the tender will be opened on the next working day at the same time.
- xiv. In case any wall or part of walls is/are to be dismantled during construction, the same is/are to be reconstructed at the cost of the contractor.
- xv. The Tenderers should also submit the original copies of **Technical bid** in the specified form in sealed envelopes marked in the upper left-hand corner name of the work along with the full name and address of the tenderer and sent by registered post, if not delivered personally. The Department does not hold any responsibility for the postal delay. The sealed envelope containing the tender and marked as directed above should be enclosed in another envelope properly sealed.
- xvi. Tender will be opened in the conference hall at MeECL, HQ, Lumjingshai, Shillong on the same date after the fixed time or receipt of the tender. The intending tenderers or their authorized agents may remain present at the time of opening of tenders if so, desired. The tenders will be received up to 13.00 hours of the 24th July, 2025 and will be opened on the same date at 15.00 hours. Tenders received later than the time prescribed above (i.e. 13.00 hours of the 24th July, 2025 shall not be entertained.

- xvii. The Bidding shall on be e-tendering basis. Technical bid part shall be opened at 15:00 Hours on the 24th July, 2025 in presence of the bidders representatives who choose to attend in the Conference Hall at MeECL, Lumjingshai, Shillong.
- xviii. The bid submitted shall become invalid and cost of bid document and e-tender processing fee shall not be refunded if:
- i. The Bidder is found ineligible,
 - ii. The bidder does not upload all the documents (including GST registration) as stipulated in the bid document.
 - iii. Any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically in the office of opening authority.
- xix. Intending bidders are advised to inspect and examine the site and its surrounding and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and, in general, shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspect it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at their own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he/she read this notice and all other contract documents and has made himself/herself aware of the scope and will be issued to him/her by the Department and local conditions and other factors having a bearing on the execution of the work.
- xx. The Price bid for the works shall remain valid for acceptance for a period of 90 (ninety) days from the date of opening of bids. If any bidder withdraws his bid before the said period or issuance of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions which are not acceptable to the department, then the Bidder shall not be allowed to participate in the re-bidding process of the work.
- xxi. The Notice Inviting Bid shall form a part of the contract document. The successful bidder/contractor, on acceptance of his bid by the Accepting Authority shall, within 15 days from the stipulated date of the work, sign the contract consisting of:-
The Notice Inviting Bid, all the documents including additional conditions, specifications and drawing, if any, forming part of the bid as uploaded at the time of invitation of bid and the rate quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.
- xxii. The Chief Engineer (C), Maintenance & Small Hydro, MePGCL, Shillong reserves the right to accept any tender in whole or in part. The acceptance of the Tender in part only will not affect the liability of the Tenderer for the due performance of the contract.
- xxiii. The Department is not bound to accept the lowest tender or any tender and may reject any or all tenders without assigning any reason whatsoever and reserves the right to accept/reject the tenders partly or in full and to sub-divide the works as found suitable.

6. **Additional Clause(For Single Bidder/JV)**

- (i) Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:
- made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
 - record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.; and/or participated in the previous bidding for the same work and had quoted unreasonably high bid prices and could not furnish rational justification to the employer. The rescission of a contract of venture JV on account of reasons other than non performance, such as the most experienced partner (major partner) of JV pulling out;
 - On account of currency of debarment by any Government agency.
 - The JV agreement must specifically state that it is valid for the project for which bidding is done. If JV breaks up midway before award of work and during bid validity period, Bid will be rejected.
- (ii) If JV breaks up midway before award of work and during bid validity/after award of work/during pendency of contract, in addition to normal penalties as per provision of bid document, all the members of the JV shall be debarred from participating in future bids for a minimum period of 24(Twenty Four) months.
- (iii) The above points are inclusive but not exhaustive for the disqualification criteria which will be decided by the Tender Committee.
- (iv) In case there is a tie among the Bidders, after evaluation of Financial offers, the lowest price Bid(not below the Tendered Value) will be considered for awarding the work. In case there are more than one Bidder (s) with same lowest price Bid a procedure of “**Draw of Lots**” may be adopted according to the Decision of the Tender Committee.


Chief Engineer (C)
Maintenance & Small Hydro,
MePGCL, Shillong.

**INFORMATION AND INSTRUCTION FOR CONTRACTORS FOR e – TENDERING
FORMING PART OF NIT AND TO BE POSTED ON WEBSITE
(Applicable for inviting open bids)**

The Chief Engineer (C), Maintenance & Small Hydro, MePGCL., Shillong invite online Items Rate Bids from the registered Contractors; of Class – I under MePGCL, Centre/State Entity, for the following works.

Sl.No	NIT No.	Name of Work & Location	Tender value put to bid	Earnest Money	Time of completion	Last date & time of submission of e – bid online	Period during which EMD, cost of bid document, e-tender processing fee & other documents shall be submitted	Time & date of opening of e-bid
1.	1 of 2025-26	Name of work: As per Page.2	As per NIT	As per NIT	18(eighteen) months from the date of issue of Work Order	24 th July, 2025	<u>Upto 13.00 hours on the 24th July, 2025</u>	At 15.00 hours on 24 th July, 2025 (Technical Bid)

- The intending bidder must read all the terms and conditions of the Tender carefully. He should submit his bid document (duly filled – up) only if he considers himself eligible and he is in possession of all the documents required.
- Information and instruction for bidders posted on website shall form part of bid document.
- The bid document consisting of plans, specifications and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website free of cost.
- The intending bidder should follow the steps for uploading of mandatory documents, financial instruments and financial bid as under:-
 - Step 1 - Scan and upload the mandatory documents as mentioned in the bid document.
 - Step 2 – Fill the details of financial instruments such as Demand Draft/Bankers Cheque etc. (banker's name, amount, number and date) against cost of bid document and EMD. (Details should be filled up only after uploading the documents mentioned at Step 1, otherwise bid may become invalid).
 - Step 3 - Submit the financial bid.
- Those contractors not already registered are required to get registered beforehand.
- The intending bidder must have valid class – III digital signature to submit the bid.
- On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
- Contractor can upload documents in the form of JPG format and PDF format.
- Contractor must ensure to quote his/her rate.

In addition to this, while selecting any of the cells a warning appears that if any cell is left blank, the same shall be treated as “O”

Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as “0” (Zero)

List of documents to be scanned and uploaded before submitting the details of financial instruments as per Serial No. 4 above:

All Documents and Certificates comprising a Bid Documents as specified in the Technical Bid Criteria should be uploaded in the Website given in the Tender Notice alongwith the Forms No. 1, 2, 2A, 3, 4 of the NIT.

FORM - 1

Name and Address of Tenderer

1. Name :
 Address :
 Telephone No:
 Fax No.:
 e-mail:
2. Whether the firm is a private or :
 Public Limited concern or undivided
 Hindu family, individual or a registered
 Partnership firm (attested copies of Power
 of the deeds of Articles Association to be
 enclosed).
3. Name of person holding the power of :
 Attorney and his present Nationality
 With his liabilities (attested copy of
 Power of Attorney to be enclosed).
4. Name of Partners, their present :
 Nationality with their liabilities
 (attested copy of Partnership deed
 to be enclosed).
5. Name and Address of Bankers :
6. Name (s) and position (s) of person:
 (s) to be contacted for further
 Information, if required.
7. Year of Establishment :

I/We authorize the MePGCL or its representative to make any investigation to prove the correctness of the statements and documents submitted with this application and obtain clarifications and information on the technical and financial aspects.

SEAL OF COMPANY

Signature of Contractor/Proprietor

FORM – 2 : FINANCIAL STATEMENT

1. Capital :
(a) Authorized:
2. Attach audited Balance Sheet and : (To be submitted in hard copy)
Profit and Loss statement for the
last five years
3. Financial Position :
a) Net worth for 5 years :
b) Annual turnover for 5 years :
4. Annual value of building construction work, undertaken for each of the last five years and
projected for current year.

Current year (Projected)	One year before	Two year before	Three year before	Four year before	Five year before

5. Applicant's financial arrangement :
a) Own resources :
b) Bank credits :
c) Other (specify) :
6. Approximate value of work in hand :
7. Value of anticipated orders for next :
Financial years.
8. Have you been declared bankrupt? :
If so give details

SEAL OF COMPANY

Signature of Contractor/Proprietor

FORM - 2 A :BANKER'S REPORT

SOLVENCY CERTIFICATE FROM THE SCHEDULES BANK

This is to certify that to the best of our knowledge and information Shri/Smt/M/s _____
_____(Name and address of the
applicant), Rs. _____(Rupees _____
_____ only, and Over draft facility available is upto a limit of Rs. _____(Rupees
_____ Only.

This Certificate is issued without any guarantee or responsibility on the Bank or any of its
Officers.

SIGNATURE AND SEAL of the Bank

Name of the Bank _____

Address _____

Dated: _____

FORM – 3 EXPERIENCE

LIST OF WORK (S) EXECUTED DURING PRECEEDING 7 YEARS

Sl. No .	Name of work with brief particulars thereof	Date of start	Date of completion	Schedule time of completion	Contract amount	Name of employer for whom work was carried out with address

Seal of Company

Date: _____

Signature of Contractor/Proprietor

Note : Original or attested copies of Certificate from Employers for whom the work was carried out must be attached alongwith copy of work order/LOA.

FORM – 4 : CONSTRUCTION PLANT AND EQUIPMENT

DETAILS OF EQUIPMENT WHICH WILL BE USED
BY THE APPLICANT FOR THE WORK

Sl. No .	Description (Type, Model, Make etc).	Manufacturer with year of manufacturer	<u>Capacit</u> <u>y</u> Tone M ³	Nos. proposed to be used to the work.

The Applicant hereby confirms that the quantity and type of equipment he will deploy for construction will not less than listed above, and agrees to bring more equipment, if so warranted, in the opinion of MePGCL at no extra cost.

Seal of Company

Date: _____

Signature of Contractor/Proprietor

**CHIEF ENGINEER (C), MAINTENANCE & SMALL HYDRO,
MePGCL, SHILLONG.**

(A) Tender for the work of: _____

(To be filled up with name of work)

(i) To be submitted by 13.00 Hours on 24th July, 2025
(time) (date)

(ii) To be opened in the presence of tenderers who may be present at 15.00 Hours on 24th July, 2025. At the Conference Hall, Lumjingshai, MeECL, Shillong.

TENDER

I/We have read and examined the notice inviting tender, Schedule, Specifications applicable, Drawings & Design, General Rules and Directions, Conditions of Contract, clauses of contract, Special conditions, Schedule of Rate & other documents and rules referred to in the conditions of contract and all other contents in the tender document for the work.

We agree to keep the tender open for **90 (Ninety) days** from the date of submission thereof and not to make any modifications in its terms and conditions.

A sum of Rs. _____ is hereby forwarded in Bank Draft of a Scheduled Bank as Earnest Money. If I/We, fail to commence the work specified I/We agree that the Office shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely otherwise, the said earnest money shall be retained by him towards security deposit to execute all the works referred to in tender documents upon the terms and conditions contained or referred to therein.

I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person to whom I/We may authorize to communicate the same or use the information in any manner prejudicial to the safety of the State.

I/We agree that should I/We fail to commence the work specified in the above memorandum, an amount equal to the amount of the earnest money mentioned in the form of invitation of tender shall be absolutely forfeited and the same may at the option of the competent authority be recovered without prejudice to any other remedy available in law out of the deposit in so far as the same may extend in terms of the said bond and in the event of deficiency out of any other money due to me/us under this contract or otherwise.

Dated _____

Signature of Contractor

Name in Full: _____

Address for Correspondence: _____

BID INFORMATION SHEET

1. Tender value : Rs. 80,58,807/- (Rupees Eighty Lakh Fifty Eight Thousand Eight Hundred Seven) only.
2. Tender fee- payable to and payable at : Rs.5000/- in the form of "Demand Draft/Banker's Cheque pledge in favour of Principal Accounts payable at MePGCL, Shillong.
3. Contract type-supply/turn key : CONSTRUCTION OF SPAWN LABORATORY (PROVISION FOR TWO STOREYED) AT RYMPHUM, JOWAI, WEST JAINZIA HILLS DISTRICT.
4. Tender type-open/limited : Open
5. EMD fee : Rs.1,61,176 /-for General category } Pledge in favour of
Rs.80, 588 /-for SC/ST } The Chief Engineer (C)
Maintenance & Small Hydro, Meghalaya Power
Generation Corporation Limited (MePGCL) Lumjingshai,
Short Round Road, Shillong – 793001
6. Bid validity days : 90 Days
7. Date of Selling : 2nd July, 2025 12:00 Hours.
8. Pre-bid Meeting - 15th July, 2025 12:00 Hours.
9. Last Date of Submission - 24th July, 2025 13:00 Hours.
10. Date of opening - 24th July, 2025 15:00 Hours
11. Date of completion - 18 (Eighteen) months from the date of issuing of work order.