

# **TENDER BID DOCUMENT**

## **TENDER for**

**Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty Contract (MPWC).**

**NIB No. MANIREDA/SPP/PS/2021-22/2**

### **Manipur Renewable Energy Development Agency (MANIREDA)**

2<sup>nd</sup> Floor, South Block, Secured Office Complex, Near 2<sup>nd</sup> M.R. Gate, Imphal-Dimapur Road,  
Imphal – 795001

## **Manipur Renewable Energy Development Agency (MANIREDA)**

2nd Floor, South Block, Secured Office Complex, Near 2nd M.R. Gate, Imphal-Dimapur Road, Imphal – 795001

E-mail : [manireda99@yahoo.com](mailto:manireda99@yahoo.com), Website : [www.manireda.com](http://www.manireda.com)

(This tender document is having 27 pages including this page)

Cost of bid document: Rs. 1,000/-

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**NOTICE INVITING BID**

No. : MANIREDA/SPP/PS/2021-22/2 dtd. 24/11/2021

Tenders are invited from eligible Firms for Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty Contract (MPWC).

<b>Cost of Bid Document</b>	<b>Last date &amp; time for submission of Tender</b>	<b>Last date &amp; time for opening of Tender</b>
Rs. 1,000/-	15/12/2021 upto 12.00 Noon	15/12/2021 at 2.00 p.m.

Tender Document can be downloaded from the website [www.manireda.com](http://www.manireda.com) or [www.manipur.gov.in](http://www.manipur.gov.in) Bidders have to submit the Bid in Hard copies at the office of MANIREDA.

N.B.: MANIREDA reserves the right to cancel the Tender without assigning any reason or without bearing any liability, whatsoever, consequent upon such decision.

Sd/-

(W. Suraj Singh)  
Director, MANIREDA

## 2. Bid at a Glance

NAME OF THE BIDDER : M/s .....  
TENDER FEE DETAILS : D.D. No..... Dt .....  
Drawn on Bank .....

EMD DETAILS : D.D. No..... Dt .....  
Drawn on Bank .....

SI	Description	Details
1.	Notice Inviting Bid (NIB)	MANIREDA/SPP/PS/2021-22/2 dated 24/11/2021
2.	Scope of work	Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty
3.	Last date & time of submission of Bid in Hard copy.	Date : 15 <sup>th</sup> December, 2021. Time : Upto 12.00 Noon (submission of Bids after 12.00 Noon will not be accepted at any circumstances and not eligible)
4.	Date & time of opening of Technical Bid	Date : 15 <sup>th</sup> December, 2021. Time : 2 .00 pm sharp. Venue : Office of the Director, MANIREDA, 2 <sup>nd</sup> Floor, South Block, Secured Office Complex, Near 2 <sup>nd</sup> M.R. Gate, Imphal-Dimapur Road, Imphal – 795001
5.	Cost of bid document (Non-refundable)	Rs. 1,000/-
6.	Earnest Money Deposit (Refundable)	Rs. 50,000/- only in the form of D.D. favoring Director MANIREDA, payable at Imphal. Exempted for MSME/NSIC registered Firms.
7.	Place of submission of Bid documents and address for Bid Opening Meeting.	Manipur Renewable Energy Development Agency (MANIREDA), 2 <sup>nd</sup> Floor, South Block, Secured Office Complex, Near 2 <sup>nd</sup> M.R. Gate, Imphal-Dimapur Road, Imphal – 795001
8.	Date & time of opening of Financial Bid	Financial Bids will be opened only for Technically qualified bidders. Date : Will be informed. Time : Will be informed.
9.	Time of completion	12 (twelve) months from the date of placement of work order for installation of new battery banks and inverters.
10.	Validity of offer	The offer shall remain valid up to 365 days from the date of submission of offer.
11.	Validity of earnest money	The earnest money shall be submitted by the bidder in the form of demand draft from any Nationalized/Scheduled bank. This demand draft shall have validity for at least 3 months.
13.	Notices/amendments/cancellation to be updated	Prospective bidders are requested to remain updated for any notices/amendments/cancellation, etc. in the bid document conditions/terms, in the above mentioned website. No separate notifications will be issued for such notices /amendments/ clarifications etc. in the print media (press) or intimated to the bidders separately.
14.	List of Police Stations	Enclosed as Annexure-XIV

### 3. Detailed Notice Inviting Bid (DNIB)

#### Manipur Renewable Energy Development Agency (MANIREDA)

2nd Floor, South Block, Secured Office Complex, Near 2nd M.R. Gate, Imphal-Dimapur Road, Imphal – 795001

Ph. : 0385-2421594, Fax : 0385-2421594, e-mail : manireda99@yahoo.com

Website : [www.manireda.com](http://www.manireda.com)

NIB No. : MANIREDA/SPP/PS/2021-22/2

Date: 24/11/2021

Sub.: Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty Contract (MPWC).

Dear Sir/Madam,

Manipur Renewable Energy Development Agency (MANIREDA), Imphal is inviting offer from Registered Company/Firm/Corporation in India with experience of executing contracts of Off-Grid Solar or Grid connected Power Plants for the above work with the best binding price offer as per specifications and terms & conditions mentioned in the bid document. Salient features of the bid document are given below:

#### CHAPTER – I: ABOUT THE BID AND ITS SUBMISSION PERIOD:

##### 1. Bid Document

1.1 NIB No. : MANIREDA/SPP/PS/2021-22/2 dated 24/11/2021.

1.2 This Bid Document comprises of total 27 pages including Proformas. In addition, any other documents/instructions/amendments/corrigendums/revisions issued by MANIREDA to the bidder till the due date of opening of the bids shall also be deemed to be the integral part of the bid document. Failure to furnish all the information as per the bid document in every respect will be at the bidder's risk.

1.3 The Technical Bids and Financial Bids will be opened on the date and time mentioned in the tender website in the **Office of the Director, MANIREDA, 2<sup>nd</sup> Floor, South Block, Secured Office Complex, AT Line, Near Hotel Imphal, Imphal** in presence of bidders or their authorized representatives. The representative should produce authorization letter to attend the bid opening meeting in the Proforma -2.

##### 2 Cost of Bid Document

Bidders can download the Bid Document from [www.manireda.com](http://www.manireda.com) & [www.manipur.gov.in](http://www.manipur.gov.in) and submit the cost of the Bid document amounting Rs. 1,000/- (Non Refundable), along with Technical Bid. However, cost of the Bid document will be exempted for MSME/NSIC registered Firms.

##### 3. Earnest Money Deposit (EMD)

Rs. 50,000/- only in the form of D.D. favoring Director MANIREDA payable at Imphal. The EMD will be exempted for MSME/NSIC registered Firms.

##### 4. Submission of Bids:

Bidders shall have to submit the Bids in Hard copies at the office of MANIREDA within the stipulated time mentioned in Sl. No. 3 in "Bid at a Glance".

4.1 Bidders are advised to submit their bids strictly based on the specifications, terms and conditions contained in the bid document and subsequent revisions/amendments, if any.

4.2 **Only 1(one) Hard copy of Bid shall be submitted by each Bidder in Hard Bond or Spiral Binding.**

The bid shall be prepared and submitted by typing or printing in English with indelible black ink on white paper in consecutively numbered pages duly signed by the authorized signatory with company seal affixed on each page.

4.3 Total number of pages should be clearly mentioned and certified by competent authority.

4.4 Original copy of bid document, amendments/revisions to bid document, including minutes of meeting(s), issued by MANIREDA, if any, shall be signed and submitted along with the bid.

4.5 All the Proformas must be on the bidder's official letterhead. Any change in wording of the Proforma

will lead to rejection of the bid application.

- 4.6 The offer shall contain no erasures or overwriting except as necessary to correct errors made by bidder. Such corrections, if any, shall be initialed by the person signing the offer.
- 4.7 The Bid Documents should have proper paging and flagging of Annexures/details. Documents without proper binding and proper paging etc. will not be considered in the evaluation. Any Overwriting /illegible/erasing, etc. in the documents submitted by the firms shall not be accepted.
- 4.8 Insertion, post-script, addition and alteration in Hard Copy shall not be recognized unless confirmed by bidder's signature and stamp.
5. **MANIREDA reserves the right to reject part or whole of the Bid without assigning any reason thereof, postpone the date of receipt/ opening of the bids or cancel the Bid without bearing any liability, whatsoever, consequent upon such decision.**
- 5.1 Attestation of various documents enclosed along with the offer must be done by a competent authority or by the Proprietor of the Firm.
6. **Mode of Submission of Bids: Bidders have to submit the Technical Bid as Hard copy as stated below:**
- 6.1 The bidder shall submit the following in Technical Bid;
  - (i) Scanned copy of Tender Fee & EMD.
  - (ii) Forwarding Letter- Proforma -1
  - (iii) Authorization letter for attending Bid Opening Meeting - Proforma-2
  - (iv) Information about the Bidding Firm- Proforma-3
  - (v) Details of Orders Received and Executed in Past 3 years. Bidders should have installed and commissioned at least one 5 kWp capacity of Off-Grid or Grid connected SPV Power plant whose work order issued in the name of the bidder to Govt. aided/Govt. Deptt./Institutions/Private Institution.
  - (vi) Test Report of 5 kWp 96V Solar Inverter from an MNRE approved/competent Testing Centres.
  - (vii) Test Report for Maintenance free Valve Regulated Lead Acid (VRLA) Tubular Gel Battery/Battery Bank (96V 300AH) to be supplied from an MNRE approved/competent Testing Centres.
  - (viii) **Company Warranty Certificate of Battery/Battery Bank to be supplied for a period of 5 years from the Battery Manufacturer.**
  - (ix) A summarized sheet of turnover of the Bidding Firm for last 3 yrs certified by registered Chartered Accountant.
  - (x) Letter of authorized dealer/service provider in Manipur
  - (xi) GST Registration Certificate of Company/Firm.
  - (xii) **GST Clearance Certificate/ latest GST return filing proof.**
  - (xiii) **Latest Professional Tax receipt/challan from the Deptt. of Taxes.**
- 6.2 **All the documents mentioned in Para 6.1 must be submitted by the Bidder. If any document is missing or found tampered/modified from the original document then it will lead to rejection of the Bid.**
- 6.3 The hard copy of Technical Bid should be submitted in a sealed envelope superscribed "NIB No.: MANIREDA/SPP/PS/2021-22/2 (Technical Bid)", to the office of MANIREDA, 2<sup>nd</sup> Floor, South Block, Secured Office Complex, AT Line, Near Hotel Imphal, Imphal-795001 addressed to Director, MANIREDA. This envelope should contain the following:
  - (i) Cost of bid document.
  - (ii) Original EMD by demand Draft of requisite value.
  - (iii) Technical Bid should not contain price of any item. Such cases, even if found anywhere, shall not be given any cognizance.
- 6.4 **Every Bidder must submit 1(one) Technical Bid and the Price Bid for the Work.** The Price Bid should be quoted separately in a sealed envelope superscribed :- Part-III - Price Bid.
- 6.5 **COMPOSITION OF BID**

Sealed bid should be submitted in three separate parts,

**(A) Part-I: Earnest Money:** The required amount of Earnest Money is to be submitted in the form of Demand Draft (original) in favour of Director, MANIREDA payable at Imphal only with a forwarding

letter on letterhead, clearly mentioning the DD No., date, amount and Bank Name in the forwarding letter. The DD along with the forwarding letter should be sealed in an envelope superscribed.

**"PART- I: EARNEST MONEY: (Name of the Bidder Firm)"**

- (B) Part-II: Technical and Commercial Bid:** The Technical and Commercial bid containing all documents as per the following checklist are to be submitted in a sealed envelope superscribed.

**"PART-II: TECHNICAL AND COMMERCIAL BID: (Name of the Bidder Firm)"**

- (C) Part-III: Price Bid:** The price bid as per Proforma 8 is to be submitted in a sealed envelope superscribed **"Part – III: PRICE BID – (Name of the Bidder Firm)"**

**-- (Name of the Work - Setting up of 5 kWp SPV Power Plant at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur)**

#### **6.6. Part-III – PRICE BID**

This cover should be sealed and superscribed "Part-III-PRICE BID" to be filled up exactly as per Format given in **Proforma-8**. This shall be filled up in both figures and words and signed on each page with stamp by authorized representative of the Bidder.

- 6.7 Prices for quoted quantity shall be mentioned in Words and Figures both. **Any mistake or overwriting found in the Price Bid will lead to rejection of Bid.**
- 6.8 Price Offer should not contain any technical offer, likewise, technical offer should not contain price of any item, such cases, even if found anywhere, shall not be given cognizance of.
- 6.9 MANIREDA shall assume no responsibility for misplacement or pre-mature opening of any part of the bid, in case above instructions are not followed and proper marking on the envelope not complied with by the bidder.
- 6.10 The hard copy of the Bid with earnest money and cost of tender document has to be submitted during the period upto **12 noon of 15<sup>th</sup> December, 2021** failing which no late comers would be strictly entertained.
- 6.11 The Bidders should furnish the Authorization letter as per Proforma – 2 with the seal of the company for the person attending the Bid Opening meeting & signing the bid document.
- 6.12 A person signing the bid document or any document forming part of the bid document shall be deemed to warrant that he has authority to bind such offer/ document and if on enquiry it appears that the person signing had no authority to do so, MANIREDA may, without prejudice to other civil and criminal remedies, cancel the bid/contract and hold the signatory liable for all costs and damages.
- 6.13 The Part – III: Price Bid of only those bidders, whose offers are technically and commercially acceptable after evaluation of the Technical and Commercial Bid, will be opened and evaluated. The convenient time, date and place of Opening of Price Bid shall be made known to the Bidders by uploading the time schedule in website of MANIREDA. i.e. [www.manireda.com](http://www.manireda.com) The Price Bid will be opened at the office of MANIREDA as intimated, in the presence of eligible bidders or their authorized representative. The authorised representative will be allowed to attend the opening on production of authorization letter.

## **CHAPTER – II: ELIGIBILITY CRITERIA**

### **8.0 Eligibility and Qualification Criteria**

- 8.1 The bidder should be:

A Registered Company/Firm/Corporation in India with supporting documents. Cumulative Experience of the Bidders should be of executing contracts of Off-Grid or Grid connected Solar Power Plants (installed & commissioned). The Bidders should have designed, supplied, installed & commissioned and tested a minimum of 5 kWp Off-Grid or Grid connected Solar Power Plant in Govt. aided/Govt. Institution/ Private Institution etc.

- 8.2 Bidder should have Test Certificate of Battery Bank to be installed from an approved/competent testing centres as per requirements under the JNNSM scheme of the MNRE, GOI.

- 8.3 The Bidder should have provide the Company Warranty Certificate of Battery/Battery Bank to be supplied for a period of 5 years from the Battery Manufacturer during the Technical Bid otherwise the bid is liable to be rejected.

- 8.4 Average Turnover of the Company/Firm/ Corporation in the last three financial years (2017-18, 2018-19 & 2019-20) should be at least 1 Crore. This must be the individual Company's turnover and not that

of any group of Companies. (A summarized sheet of turnover certified by registered CA should be compulsorily enclosed)

- 8.5 The Bidder should have registered office/authorized dealer/service network in Manipur. Details of the authorized dealer viz. name, address, contact no. both mobile and landline, e-mail ID etc. should be enclosed.
- Bidders who do not have service network in Manipur should be willing to appoint within 15 days from the date of Work Order and the details should be submitted. A self declaration on the same should be submitted with the Bid document.
  - Trained manpower, proper infrastructures with adequate spares should be maintained in the office for smooth execution of MPWC.
- 8.6 The Bidder should have valid GST registration certificate. A copy of which should be enclosed
- 8.7 The Bidder should submit the GST Clearance Certificate/ latest GST return filing proof.**
- 8.8 The Bidder should submit the latest Professional Tax receipt/challan from the Deptt. of Taxes.**

### CHAPTER – III: SCOPE OF WORK

#### 9.0 Scope of Work

- 9.1 The scope of work is to Renovate the existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty Contract (MPWC) with installation of new battery banks of Maintenance free Valve Regulated Lead Acid (VRLA) Tubular gel battery of capacity 96V 300 Ah and 5 kWp 96V Inverters with Disposal of old battery banks and Inverters at the existing condition by the successful bidder.
- 9.2 MANIREDA reserves the right to amend the scope of work, accept or reject any or all the offers/bids, in part or in full or cancel/withdraw the invitation for bids without assigning any reasons whatsoever and in such case, the bidder/intending bidder shall have no claim arising out of such action. The Bidder shall carefully check the specifications and shall satisfy himself regarding the technical requirement and completeness of the equipment/system. MANIREDA shall examine whether the bid is complete in all respects and conform to the stipulated requirement of the technical specifications and tests reports. The bid having material deviation shall be rejected as being non-responsive. If any amendment in specification is made by MNRE during implementation of this project, the same shall be followed by MANIREDA.
- 9.3 The bidders should beforehand thoroughly familiarized with the site to be installed, incidental expenditures/charges on transportation, installation and maintenance expenses etc. They should also access the local conditions including prevailing law and order problems before submitting their offer. Any claim on change/increase in the rate/cost of the work due to any reason will not be entertained at any circumstances.
- 9.4 MANIREDA, if required, may at its discretion obtain clarifications on offers by requesting clarifications from any or all the bidders at any time prior to Financial Bid opening. Such request for clarification and the response shall be in writing.
- 9.5 It is not necessary to select the lowest quoted rate. MANIREDA reserves the right to decide the reasonable price/rate for successful implementation of the project.
- 9.6 The Financial Bid of only those bidders, whose Technical Bids are found qualified after evaluation, will be opened and evaluated. In case of deviation in the date and time of opening of the Financial Bid from what is given in the Bid Detail, the date & time for opening of the Financial Bid will be uploaded on MANIREDA website. Bidders are requested to visit the website ([www.manireda.com](http://www.manireda.com)) regularly and keep themselves informed.
- 9.7 The bidders shall be ranked **L1, L2, L3** etc. as per the **Proforma – 8**. The work order will be issued subject to the acceptance of the bidders to supply at approved rate. MANIREDA reserves the right to award more than one firm for execution.

#### 10.0 Price

- 10.1 The Bidder shall quote price as per Proforma – 8.
- 10.2 There is 1(one) Financial/Price Bid of Proforma – 8 in this Tender. It is compulsory for all**



**the Bidders to quote the Financial Bid.**

10.3 **Lowest Bidder (L1)** will be accepted for the Price Bid (**Proforma-8**).

## CHAPTER – IV: PAYMENT TERMS

### 11.0 Terms of Payment

- 11.1 100% of the total work order value {excluding Maintenance and Performance Warranty Contract (MPWC) charges} shall be released after successful installation and commissioning of the systems and duly verification subject to availability of fund.
- 11.2 MPWC charges shall be released on five (5) equal yearly installments on satisfactory performance. The record of performance sheet duly attested by the authority of Beneficiary Organisations/Police Stations shall be submitted to MANIREDA on half yearly basis, by 15<sup>th</sup> of the next corresponding month.
- 11.4 Photographs along with details of module, inverter/PCU, metering etc. installed.
- 11.5 All payments shall be released by MANIREDA through e-payment through RTGS/account transfer for which the following mandatory information is to be furnished from the consumer;

Name of the Firm to whom payment is to be made	Name of bank	Bank Branch address	Account Number	Type of account	MICR Code	IFSC code	PAN No.
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### 11.5 Performance Guarantee

The contractor has to deposit **@5% of the project cost (excluding MPWC cost) as Performance Guarantee in terms of irrevocable Bank Guarantee for the tenure of the contract including MPWC period.** For the successful bidders, the EMD submitted may also be adjusted as part of the Performance Guarantee, but the firm has to submit the balance in the form of BG to make requisite 5% Performance Guarantee. If the Solar system fails to confirm to the laid down systems specifications or any deviation/compromise has been observed in the system specifications etc., the performance guarantee deposit of the firm shall be forfeited.

## CHAPTER – V: GENERAL TERMS AND CONDITIONS

### 12.0 No Claim or Compensation for Submission of Tender.

12.1 The bidder whose bid is not accepted shall not be entitled to claim any costs, charges, expenses and incidental incurred by him through or in connection with his submission of bid, even though MANIREDA may decide to withdraw the notice inviting bid.

### 13.0 Validity of Offer

13.1 Unless otherwise specified, the bidder shall keep his tender valid initially for a period of 365 days from the due date of submission of the offer.

### 14.0 Award of Contract/Work Order

14.1 The contract/work order shall be awarded to the bidder (**L1**) whose financial Bid is acceptable and who is selected by the Tender Committee of MANIREDA/Departmental Tender Committee to undertake the work at the approved rate and on approval of the Chairman, MANIREDA.

### 15.0 Effective Date of Contract

15.1 The effective date of commencement of execution of the order by the selected contractor shall be the date of issue of the Purchase/Work Order whichever is earlier.

### 16.0 Contract Price

- 16.1 The total contract price should include a detailed break up of cost for supply of each materials such as control electronics, inverter, energy meter, mechanical components, etc. including 5 years MPWC in Proforma – 8. The price shall be for the total scope as defined in this document.
- 16.2 The income tax shall be deducted as applicable at the existing rate.
- 16.3 During the period of the contract, MANIREDA may order addition/deletion in quantities/capacities which the bidder shall comply. The adjustment in Contract Price shall be made at the same unit rate as per **Price Schedule (Proforma – 8)**.

**17.0 Statutory Variations in Taxes and Duties:**

- 17.1 The adjustment in the Contract Price towards imposition of new taxes or abrogation of existing taxes due to statutory variation shall be applicable only if the new tax is enacted or existing tax is abrogated within contractual delivery/execution period. For any upward variation due to enactment of new tax or abrogation of existing tax after contractual delivery/execution period, adjustment in the Contract Price shall not apply, although for any downward variation, MANIREDA shall make necessary adjustment in the rate of the items.
- 17.2 The Supplier shall bear and pay all liabilities in respect of statutory variations in taxes and duties and imposition of new taxes and duties that may be imposed after the contractual delivery/execution dates, as originally stipulated, in case the delivery dates are extended due to reasons attributable to Supplier.

**18.0 Agreement:**

- 18.1 The Supplier/Contractor(s) have to enter into an agreement within two weeks, in the office of the Director, MANIREDA in prescribed format before commencement of supply/services.

**19.0 Dispatch Instructions:**

- 19.1 All items/equipments may be subjected to pre-dispatch inspection by Director, MANIREDA or its authorized representative(s) as per relative standards/provisions approved by MANIREDA before dispatch of items. Cost of inspection by officials (not more than two) would be borne by the successful bidder.

**18.0 Transit Insurance:**

- 18.1 Transit Insurance shall be arranged by the Supplier for his total supplies. In case of any damage/loss/pilferage/non-delivery during transit, the Supplier shall lodge the claim and settle the claim with the insurance agency. The Supplier shall also arrange replacement of the damaged, lost/pilfered items expeditiously pending settlement of commercial implications with insurance agency, if any, so as not to hamper the working of the system. The resultant loss if any due to failure of Supplier to comply with the above shall be to the account of the Supplier.

**21.0 After Sales Service and Availability of Spare Parts:**

- 21.1 The Supplier shall depute authorized Service Engineer within 3 days from the date of the intimation of fault, and establish sufficient inventory of spares, well trained technicians in the State to provide satisfactory and uninterrupted services during the guarantee/ MPWC period for which a servicing centre must be established at Imphal. Details of the Servicing centre such as Name, Address, Contact nos. etc. of the Firm must be submitted to MANIREDA before commencement of the work.

**22.0 Completion Schedule:**

- 22.1 The Project for disposal of old Battery Banks & Inverters and installation of new Battery Banks & Inverters shall be completed in full as per the terms and conditions of the contract within **12 (Twelve) months** from the date of issue of the Work Order.
- 22.2 The successful Bidder (L1) for the Price Bid (Proforma-8) shall inform MANIREDA beforehand about the disposal the old Battery Banks & Inverters.

**23.0 Guarantee/Warranty Period:**

- 23.1 The Firm must provide guarantee which include servicing & replacement guarantee for the newly installed components.
- 24.2 Supplier/contractor shall without prejudice to any other clauses of the order repair/replace the defective parts and restore the system to satisfactory working/performance within 7(seven) days of intimation of fault without any additional cost to MANIREDA within the period of guarantee/ MPWC.

**25.0 Assignment/Sub Letting/Pre Bidding Tie Up:**

- 25.1 The Supplier/contractor shall not assign or sub let, manufacture, shop testing, packing & forwarding, transportation, transit insurance and supply, in whole or part, its obligations to any third party to perform under the order/contract.
- 25.2 In the event the Supplier contravenes this condition, MANIREDA reserves the right to reject the equipment/work sub-contracted and procure the same from elsewhere at Supplier's risk and cost. The Supplier shall be solely liable for any loss or damage which MANIREDA may sustain in consequence or arising out of such replacing of the contract work.

25.3 In case, the installation & commissioning and MPWC is planned to be carried out in collaboration with other party, the bidder has to sign MoU with the party on a Non-judicial stamp paper of value not less than Rs. 100/- and submit a copy of the MoU along with the bid. The MoU shall clearly indicate division of scope of work between the prime bidder and his sub-vendor and terms of payment. However, the total responsibility of work will remain with the prime bidder.

**26.0 Liquidated Damages for Delay in Completion:**

26.1 The completion period for the assignment must carefully be worked out and all resource & work planning is to be done accordingly with flexibility for adjustments.

26.2 If the Supplier fails in the due performance of the contract to deliver and commission any part of the equipment or complete the work within the scheduled date for any reason other than due to Force Majeure conditions or any extension thereof granted to him by MANIREDA, he shall be liable to pay to MANIREDA as pre-agreed liquidated damages but not by way of penalty on account of delayed successful commissioning, a sum equal to 0.1% of total contract value per week of such delay, or part thereof, subject to maximum of 5% of the Total Contract Value.

26.3 The liquidated damages for delayed completion shall be recovered from the Supplier's Bill / Bank Guarantee deposited as Performance Guarantee.

26.4 Deductions/payment of liquidated damages shall in no way relieve the Supplier from his contractual responsibility to complete the works.

**27.0 Cancellation of Order:**

27.1 MANIREDA will be at liberty to terminate in part or full the awarded contract without prejudicing its rights and affecting the obligations of the Contractor by giving seven (7) days notice in writing in the following events:

(a) If the Supplier is found defaulter for delayed supply or failure to deliver satisfactory performance or supply of substandard materials pursuant to NIB conditions.

(b) If the Supplier/Vendor fails to comply with the provision(s) of the contract including the responsibilities to fulfill the 5 years maintenance and performance warranty contract as per the provisions mentioned in this bid document.

(c) If the Supplier/Vendor is involved in any action of moral turpitude.

**28.0 Arbitration:**

28.1 All disputes or differences, whatsoever, arising between the parties out of or in relation to the construction, meaning and operation or effect of this contract or breach thereof shall be settled amicably.

28.2 If, however, the parties are not able to resolve them amicably, the same shall be settled by arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and Conciliation & Arbitration Act 1996 and the award in pursuance thereof shall be binding on the parties.

28.3 The venue of arbitration proceeding shall be within Jurisdiction of Court of Law at Imphal only.

28.4 Work under this contract shall be continued by the Supplier during the arbitration proceedings, unless otherwise directed in writing by MANIREDA or unless matter is such that the work cannot possibly be continued until the decision of the Arbitrator is obtained.

**29.0 Force Majeure:**

29.1 Should at any time during the continuance of the contract the performance in whole or in part of any obligations by either party under this contract be held up by reasons of any war, hostility, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, cyclones, quarantine restrictions, Governmental regulations, law & order and other proclamation etc. (hereinafter referred to as "Events") then, provided notice of the happening of any such eventuality is given by either party to the other within 15 days from the date of occurrence thereof neither party shall, by reasons of such eventuality, be entitled to terminate this contract, nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance, and the work under this contract shall be resumed as soon as practicable after such eventuality has come to an end or ceased to exist.

29.2 Should one or both the parties be prevented from fulfilling their contractual obligations by a state of force majeure, lasting continuously for a period of at least four (4) weeks, the two parties should consult each other regarding the further implementation of the contract.

- 29.3 The above-mentioned force majeure conditions/clause shall also apply in the works of sub-contractors/suppliers of the contractor.
- 29.4 However, the Supplier shall not be liable for liquidated damages or termination/ cancellation of order/contract if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of force majeure.

## CHAPTER – VI: TECHNICAL SPECIFICATIONS

The proposed projects shall be commissioned as per the technical specifications given below. Any shortcomings will lead to cancelation of subsidy in full or part as decided by MANIREDA & Competent Authority's decision will be final and binding on the bidder.

### 1. SOLAR PHOTOVOLTAIC MODULES

- 1.1 Existing Solar Modules shall be utilized for renovation of the plants. However, if any damaged/non-functional Solar Modules are found then the damaged Solar Modules shall be replaced with new one of same specification of the old Modules to make the output of 5 kWp. Therefore, the bidders are advised to visit the Solar Power Plants to access the real damage/non-functional solar modules before bidding. So, all the modules should be functional during the commissioning of the plant to give the desired output of 5 kWp for each Solar Power plant.
- 1.2 The output of renovated plant should be of 5 kWp 96V.
- 1.3 Each and every solar module shall have to be cleaned first before commissioning of the plant and should be free from grime and dirt.

### 2. PCU/ Inverter:

- 2.1 **The old PCU/Inverters of the Solar power Plants shall be disposed off by the successful Bidder/Contractor.**

- 2.2 Make of old PCU/Inverters:

1. PPS Enviro (36 Nos.)  
Model: 96V 5KVA (S5000)

- 2.3 **The successful Bidder/Bidders shall remove the old Inverters from the Solar Power Plants and supply & install the new Inverters for each SPV Power Plant of following specifications:**

**Type:** Solar Inverter (Single Phase).

**Capacity:** 5 kW.

**Voltage:** 96V.

**Technical features:**

A.	Solar Charge Controller	
1.	Charge Controller Type	MPPT
2.	Charger Topology	Buck Type
3.	PV Nominal Capacity (Total)	5 kWp
4.	No. of MPPT Channels	1
5.	Per Channel PV Capacity	5 kWp
6.	Max. Open Circuit PV (Voc)	318 V
7.	MPPT Voltage Range	132-266 V
8.	PV Minimum Voltage	106 V
9.	Max. I/P Amps per channel	38 Amps
10.	Max. Battery Amps during PV charging	39 Amps
11.	Max. SCC O/P Amps	45 Amps
12.	Battery type supported	LMLA, VRLA, Tubular Gel VRLA
13.	Peak Charging Efficiency	92%
B	Solar Inverter (PCU)	
1.	No. of Phases/Connection Type	1-Phase- 2 wire
2.	Nominal Battery Voltage (Volts)	96 V
3.	Nominal Output Voltage/Frequency (Volts/Hz)	240/50 V/Hz

4.	Nominal Capacity (Watts) /Total Watts per Phase	5000/5000
5.	Output Ampere/Phase (Amps)	21 Amps
6.	Voltage Regulation (in Standalone Mode)	+/- 2%
7.	Frequency Regulation (in Standalone Mode)	+/- 0.5 Hz
8.	Total Harmonic Distortion (THD)	Less than 5%
9.	Load Power Factor	0.8 lag to unity
10.	Efficiency(%) : Peak/ 100% Load/ 18% Load	>90/>89/>80
11.	Over Loads(%): 60 sec/ 30 sec/ 5 sec	110/125/150 %
12.	Max Allowed Phase Imbalance	NA
13.	Auto Bypass Feature	Must be Provided
14.	Parallel operation with Grid/DG	Must be Provided
15.	Facility of Power Export to Grid	Must be Provided
16.	Anti Islanding from Grid	Must be Provided
<b>C.</b>	<b>Grid Charger</b>	
1.	Grid Voltage Range (Voltage Sync. Range)	+10% & 18% VAC
2.	Grid Frequency Range (Freq. Sync. Range)	+5% & -5% Hz
3.	Max. Grid Import Power	6 kW
4.	Max. Battery Amps during Grid Charging	40 Amps
5.	Peak Charging Efficiency	80%
<b>D,</b>	<b>Protections</b>	
13.	Degree of Protection	IP-21
14.	PV side:	Reverse Polarity, Surge Protection (Class D)
15.	Battery side:	Reverse Polarity, Over/Under Voltage, Current Limit
16.	Grid side:	Over/Under Voltage, Over/Under Frequency, Surge Protection (Class D)
17.	Load side:	Overloads, Short circuit
18.	System Protection:	Over Temperature
19.	Cooling Method	Temp Controlled Force Cooling
18.	Operating Temperature (without De-rating)	0-55 Degrees (without De-rating)
21.	Humidity (Non-Condensing)	Max. 95% Non -Condensing

The successful Bidder/Contractor shall provide every necessary items in the Inverters in order to enable the inverters to export excess energy to the Grid.

**3. BATTERY BANK:**

- 3.1. **The old Battery Banks of Solar Power Plants shall be disposed off by the successful Bidder/Contractor.**
- 3.2. **The successful Bidder/Contractor shall remove the old Battery Bank from the Solar Power Plants and supply & install the new sets of Battery Bank of capacity 96V 300 Ah for each SPV Power Plant.**
- 3.2. The battery bank should comprise of **48 numbers of 2 Volt 300Ah** (under standard test condition) of Maintenance free **Valve Regulated Lead Acid (VRLA) tubular gel battery** having long service life (minimum five years) for each Solar Power Plant. The cells shall be capable of deep discharges and frequent cycling with long maintenance intervals and high coulombic efficiency.
- 3.3. The Storage Batteries/Battery Bank must conform to the latest edition of IEC/equivalent BIS Standards.
- 3.4. **Warranty:** The Storage Batteries/Battery bank must be warranted for 5 years from date of commissioning i.e. Any battery damaged or defunct within this period (5 years from the date of commissioning) shall be replaced by the successful bidder/Contractor with a new one of same make and configuration.

- 3.5 The permitted maximum deep discharge (DOD) shall be specified by the supplier in the offer. Unless otherwise specified, the cycle life of the battery shall not be less than 1180 charge-discharge cycles between fully charged state and the permitted maximum DOD at a rate of C/10, end of life shall be 80% of the rated capacity.
- 3.6 All technical and other details pertaining to the storage cells shall be supplied including but not limited to the following:  
Rated voltage and Ampere-hour capacity of each storage cells and their rated discharge rate; Permitted maximum DOD; ii) Self discharge rate; iii) Cycle life of the storage cells and anticipated life of the battery banks; iv) Instructions on first time charging including specification of the battery charger; v) Details on cell connections; and vi) Safety procedures.
- 3.7 **Manufacturer:** Exide Industries Ltd (EXIDE)/ HBL Power Systems Ltd (HBL)/ Accumulator Manufacturing Co. (AMC) etc. or equivalent approved by MNRE, GoI providing a Company Warranty of 5 years from the date of commissioning of the SPV power plants.
4. **ARRAY STRUCTURE**  
Existing array structure shall also be utilized for this plant.
5. **JUNCTION BOXES (JBs):**  
Existing Junction Boxes (JBs) and Sub Junction Boxes (SJBs) shall be utilized for renovation of the plant. The successful Bidder/Contractor has to check all the Junction Boxes (JBs) and Sub Junction Boxes (SJBs) and if any JB or SJB is/are found defective by successful Bidder/Contractor, it/they shall be replaced with new ones.
6. **DC DISTRIBUTION BOARD (DCDB):**  
Existing DC Distribution Board (DCDB) shall be utilized for renovation of the plant. The successful Bidder/Contractor has to check all the DCDBs and if any fault is found in DCDB, the successful Bidder/Contractor shall rectify it.
7. **AC DISTRIBUTION PANEL BOARD (ACDB):**  
Existing AC Distribution Board (ACDB) shall be utilized for renovation of the plant. The successful Bidder/Contractor has to check all the ACDBs and if any fault is found in ACDB, the successful Bidder/Contractor shall rectify it.
8. **PROTECTIONS:**  
The protection of SPV power plant is an important feature.. The system should be provided with all necessary protections like earthing, Lightning, and grid islanding as follows:
- 8.1. **LIGHTNING PROTECTION**  
Existing Lightning protection system shall be used. However, the successful bidder should ensure that it is fully functional otherwise he should rectify it to make it fully functional before the commissioning of the plants.
- 8.2. **SURGE PROTECTION**  
Existing surge protection system shall be used. However, the successful bidder should ensure that it is fully functional otherwise he should rectify it to make it fully functional before the commissioning of the plants.
- 8.3. **EARTHING PROTECTION**  
Existing Earthing protection system shall be used. However, the successful bidder should ensure that it is fully functional otherwise he should rectify it to make it fully functional before the commissioning of the plants.
9. **CABLES:**  
Existing cables shall be used. However, the successful bidder should ensure that it is fully functional otherwise he should rectify it to make it fully functional before the commissioning of the plants. New PVC pipes shall be installed for laying of cables from SPV Array to DCDB by the successful bidder.
10. **TOOLS & TACKLES AND SPARES:**
- a) After completion of installation & commissioning of the power plant, necessary tools & tackles are to be provided free of cost by the bidder for maintenance purpose. List of tools and tackles to be supplied by the bidder for approval of specifications and make from MANIREDA/owner.

- b) A minimum set of spares shall be maintained in the plant itself for the entire period of warranty and Operation & Maintenance which upon its use shall be replenished.
- 11. FIRE EXTINGUISHERS:**  
The fire fighting system for the proposed power plant for fire protection shall be consisting of:
- a) Portable fire extinguishers in the control room for fire caused by electrical short circuits.
  - b) Sand buckets in the control room.
  - c) The installation of Fire Extinguishers should conform to TAC regulations and BIS standards. The fire extinguishers shall be provided in the control room housing PCUs as well as on the Roof or site where the PV arrays have been installed.
- 12. SAFETY MEASURES:**  
The bidder shall take entire responsibility for electrical safety of installation(s) including connectivity with Grid and follow all the safety rules & regulations applicable as per Electricity Act, 1803 and CEA guidelines etc.

## **CHAPTER–VII: FIVE YEARS MAINTENANCE & PERFORMANCE WARRANTY CONTRACT (MPWC)**

### **1.0 The Maintenance and Performance Warranty Contract (MPWC)**

- a. After the works are awarded to the successful Bidder/Bidders, he/they enter into a Maintenance & Performance Warranty Contract (MPWC) with MANIREDA which includes the scope of operation and maintenance of the SPV Power Plant for a period of 5(five) years. The date of MPWC period shall begin from the date of actual commissioning of the Solar Power Plant. The Maintenance & Performance Warranty Contract shall include servicing & replacement guarantee for parts and components (such as electronics, PCU/Inverter, etc.) of Solar Power Plant for 5 years from the date of installation. For PV modules, the replacement guarantee is for 18 years.
- b. The Contractor should train a person/personnel of the particular Police Station for day today operation, troubleshooting, maintenance etc. and contact the SERVICE CENTRE as soon as any fault arises /occurs in the Solar power plant for attending any fault.
- c. The maintenance service provided shall ensure proper functioning of the SPV Power Plant as a whole. All preventive/routine maintenance and breakdown/corrective maintenance required for ensuring maximum uptime shall have to be provided by the Contractor. MANIREDA will provide the format of Maintenance sheet for submitting the Performance Report quarterly. The Contractor shall submit a Performance Report Quarterly i.e. for every three months (3 months) to MANIREDA duly attested by the Beneficiary alongwith the hard copy/printout of the daily performance data of the Plant quarterly within 15<sup>th</sup> day of following month during the MPWC period. So. The Contractor shall submit 4 MPWC Reports in a year. The MPWC shall have two distinct components as described below.

### **2.0 Preventive/Routine Maintenance**

- 2.1 This shall include activities such as, cleaning and checking the health of the SPV Power plant, cleaning of module surface, tightening of all electrical connections, changing of tilt angle of module mounting structure, and any other activity that may be required for proper functioning of the SPV Power Plant as a whole.

### **3.0 Breakdown/Corrective Maintenance**

- 3.1 Whenever a complaint is lodged by the consumer, the bidder shall attend to the same within a reasonable period of time 3 days and in any case the breakdown shall be corrected within a period not exceeding 7 days from the date of complaint.
- 3.2 The bidder shall maintain the following facilities at the local Service Centre for ensuring highest level of services to the end user;
  - (i) Adequately trained manpower, specifically trained by the bidder for carrying out the service activities.
  - (ii) Adequate provisions for record keeping, which shall inter-alia, include the following:
    - (a) Details of system supplied within the command area of the service station including full name and address of consumer, system and sub-system serial numbers and records of

routine maintenance carried out (duly signed by the consumer). These records shall include voltage, current, specific gravity, indicator charge, inverter operation, electronics, etc.

- (b) History record sheets of maintenance done.
  - (iii) Adequate spares and manpower for ensuring least down time of an individual system.
  - (iv) The Service Center shall send summary service reports to MANIREDA on quarterly basis. These reports shall include the following information:
    - (a) Number/Type of components of the Plant covered by the Service Center.
    - (b) Number/Type of components/systems working satisfactorily on the reporting date.
    - (c) Number of complaints received and attended during the period of reporting.
    - (d) Major cause of failure, as observed
    - (e) Major replacement made during the reporting period. Separate report shall be submitted for each type of systems manufacture wise in case the service center caters to the requirement of more than one manufacture
    - (f) Hard copy/printout of the daily performance data of the Plant for the last quarter.
- 3.3 The records maintained at the Service Center shall be available from time to time to MANIREDA.
- 3.4 The date of MPWC maintenance period shall begin on the date of actual commissioning of the SPV systems. If during the MPWC period, the Solar Power Plant becomes non-functional due to any defect or shortage of spares etc. for a period more than 1 week then the time duration of this non-functional period will be extended in the MPWC period.
- 3.5 Any payment for release of MPWC charges will not be entertained or put up to Higher Authority of MANIREDA without the Performance Report duly attested by the authority of Beneficiary.
- 3.6 Bidder shall furnish details of infrastructure that are presently available for establishing of Service Centers.

## 12. Annexure-XIV

### List of Police Stations

Sl. No.	Name of the Police Stations	District	Geographical Location
1.	Patsoi Police Station	Imphal West	Valley
2.	Mayang Imphal Police Station	Imphal West	Valley
3.	Sekmai Police Station	Imphal West	Valley
4.	Wangoi Police Station	Imphal West	Valley
5.	Heingang Police Station	Imphal East	Valley
6.	Irilbung Police Station	Imphal East	Valley
7.	Porompat Police Station	Imphal East	Valley
8.	Lamlai Police Station	Imphal East	Valley
9.	Sugnu Police Station	Kakching	Valley
10.	Waikhong Police Station	Kakching	Valley
11.	Yairipok Police Station	Thoubal	Valley
12.	Bishnupur Police Station	Bishnupur	Valley
13.	Moirang Police Station	Bishnupur	Valley
14.	Nambol Police Station	Bishnupur	Valley
15.	Kumbi Police Station	Bishnupur	Valley
16.	Parallel Police Station	Chandel	Hill
17.	Chandel Police Station	Chandel	Hill
18.	Chakpikarong Police Station	Chandel	Hill



### 13. Proforma – 1

<b>Forwarding Letter</b>
--------------------------

NIB No.: MANIREDA/SPP/PS/2021-22/2

Date:.....

To,

The Director

Manipur Renewable Energy Development Agency (MANIREDA),  
2nd Floor, South Block, Secured Office Complex, Near 2nd M.R. Gate, Imphal-Dimapur Road, Imphal - 795001.

**Sub:** Offer in Response to Notice Inviting Bid No. MANIREDA/SPP/PS/2021-22/2 for;  
Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3  
Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty  
Contract (MPWC).

Sir,

With reference to the above we are submitting this offer after having fully read and understood the nature of the work and having carefully noted all the specifications, terms & conditions laid down in the bid document. This offer is hereby submitted in sealed envelopes duly marked as indicated below:  
(Technical Proposal): Submitted in original

The Financial Proposal is submitted online in e-tender

We also confirm that:

1. We are an Indian company/firm.
2. We have never been debarred from executing similar type of work by any Central/ State/ Public Sector Undertaking/Department/Nodal Agency.
3. The Bid Document is downloaded from MANIREDA website and necessary document in support is enclosed.
4. We shall execute the offer/work order as per specifications, terms & conditions of the Bid Documents on award of work.
5. Our offer shall remain valid for placement of purchase orders up to 365 days from the due date of submission of offer.
6. If at any time, any of the declarations submitted by us is found to be false, our offer or order is liable to rejection.

Yours faithfully,

(Signature of Authorized Signatory)

Name :  
Designation :

Company Seal :

**14. Proforma – 2**

**Authority Letter for Attending Bid Opening Meeting & Signing Bid Document**

NIB No.: MANIREDA/SPP/PS/2021-22/2

Date:.....

To,

The Director

Manipur Renewable Energy Development Agency (MANIREDA),  
2nd Floor, South Block, Secured Office Complex, Near 2nd M.R. Gate, Imphal-Dimapur Road,  
Imphal - 795001.

**Sub: Authority Letter for Attending Bid Opening Meeting & Signing Bid Document.**

I hereby authorize ..... (Name & Designation) to attend the **Bid Opening Meeting & sign the Bid Document** (*tick wherever applicable or tick both, if same person is to attend*) to be held on..... at MANIREDA on behalf of our company.

He is also authorized to provide clarifications/confirmations, if any, and such clarifications/confirmations shall be binding on the company. The specimen signature of ..... is attested below.

.....

(Specimen Signature)  
Name : .....

(Signature of Authorized Signatory)  
Name : ..... Designation:  
Designation : .....  
Company Seal :

Yours faithfully,

(Signature of Authorized Signatory)  
Name :  
Designation :

**Note:**

1. To be submitted by bidders on official letter head of the company.

### 15. Proforma – 3

<b>Information about the Bidding Firm</b>
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NIB No.: MANIREDA/SPP/PS/2021-22/2

Date:.....

Sl.	Particulars
1.	Name of the Bidder
2.	Address of Bidder with Telephone, Fax, email
3.	Address of the Registered Office
4.	Address of the works
5.	GPS Co-ordinate of Registered Office
6.	GPS Co-ordinate of Factory Campus
7.	Name & Designation of Authorized Signatory for Correspondence
8.	Nature of Firm (Proprietorship/Partnership/Pvt. Ltd./Public Ltd. Co./Public Sector)
9.	Permanent Account Number (PAN)
10.	Firm's Registration Number
11.	EPF Registration No. (if applicable)
12.	GST Registration Number
13.	Average Turnover of the Company in last 3 FY
14.	Specify the Item Originally Manufactured
15.	Year of Starting of Manufacturing/ Assembling of PV Component(s)
16.	Installed Capacity for Solar Products/ Components/Plant
17.	Name of Material and Model Type Offered
18.	Name of Manufacturer of SPPs with Full Address
	1. Control Electronics/Inverter/PCU
	2. Battery Bank
19.	Particulars of Earnest Money
18.	Quantity Quoted for Solar Power plant
21.	Name of the Test Center where the testing of Components SPP has been performed
22.	Test Report No. of components SPP mentioning date of test
23.	Specify MNRE specification as in the test report
24.	Place where Materials will be Available for Inspection
25.	Whether the Bidder has submitted details with regard to supplies made to important organizations.
26.	Details of any existing service network in Manipur (Name & address of service centre)
27.	Other details and remarks, if any

Yours faithfully,

(Signature of Authorized Signatory)

Name : Designation  
: Company seal

(Separate sheet may be used for giving detailed information in seriatim duly signed. This bid proforma must be submitted duly signed in case separate sheet is submitted).

#### 16.Proforma – 4

<b>Details of Orders Received and Executed in Past Years</b>
--

NIB No.: MANIREDA/SPP/PS/2021-22/2

Date:.....

Details of Orders Received & Executed by the Manufacturer/Supplier for Supply of SPPs to SNA/ Govt. Organization/ Govt. Deptt. during past Years.

Sl. No.	Name of Agency/ Organization	Purchase Order No., Date & Ordered Qty.	Name of Model	Delivery Schedule	Qty. Supplied Within Delivery Schedule	Qty. Supplied After Delivery Schedule	Date of Full Supply

Yours faithfully,

(Signature of Authorized Signatory with Name Designation & Company Seal)

Note:

- (a) Attach Photocopies of Purchase Orders
- (b) Attach Photocopies of Certificate of Satisfactory Performance Issued by Concerned Agency/Organization
- (c) Separate sheet may be used for giving detailed information in seriatim duly signed. This bid proforma must be submitted duly signed in case separate sheet is submitted

**17.Proforma – 5**

**No Deviation Certificate**

NIB No.: MANIREDA/SPP/PS/2021-22/2

Date:.....

To,

The Director  
Manipur Renewable Energy Development Agency (MANIREDA),  
2nd Floor, South Block, Secured Office Complex, Near 2nd M.R. Gate, Imphal-Dimapur Road,  
Imphal - 795001.

Dear Sir,

We understand that any deviation/exception in any form from our bid against the above mentioned reference number may result in rejection of our 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.

Yours faithfully,

(Signature of Authorized Signatory)

Name :  
Designation :  
Company seal :

Note : This "No Deviation Certificate" should be written on the letter head of the bidder indicating BID No. duly signed and stamped with date by a person competent and having the power of attorney to bind the bidder.

**18. Proforma – 6**

**Format for Guarantee Card**

NIB No.: MANIREDA/SPP/PS/2021-22/2

Date:.....

(To be supplied by bidders on the official letter head of the company/firm)

**Guarantee Card**

	Name & Address of the Manufacturer/ Supplier of the System	
	Name & Address of the Purchasing Agency	
	Date of Supply of the System	
	Details of Inverter Supplied in the System	
	Name of the Manufacturer	
	Make	
	Model	
	Serial No.	
	Month & Year of Manufacture	
	Guarantee Valid Upto	
	Details of VRLA Battery Bank	
	Name of the Manufacturer	
	Make	
	Model	
	Serial No(s).	
	Month & Year of Manufacture	
	Guarantee Valid Upto	
	Designation & Address of the Person to be Contacted for Claiming Guarantee Obligations	

(Signature of Authorized Signatory with Name,  
Designation & Company Seal)

19. Proforma – 7

**Format of Completion Certificate**

Office of the  
**MANIPUR RENEWABLE ENERGY DEVELOPMENT AGENCY (MANIREDA)**  
(An Autonomous Govt. Agency under the Department of Power)  
2nd Floor, South Block, Secured Office Complex, Near 2nd M.R. Gate, Imphal-Dimapur Road, Imphal - 795001.

**TO WHOM IT MAY CONCERN**

Imphal, dated .....

No.: 61/1/2021/SPP/PS/MANIREDA/1: This is to certify that M/s ..... has executed the project of Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty Contract (MPWC).

as follows;

Sl. No	Work Order No. & Date	Site Address	Type of System	Capacity	Qty.	Date of Completion
1.		15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur.  Name of the Police Stations is enclosed as Annexure.	Off- Grid SPV Power Plant.	90 (5 kW x 18)	18 Nos.	.....

Work Order Value	Rs. ....
Executed Work Value	Rs. ....

The installed SPV power plants are operating satisfactory.

(W. Suraj Singh)  
Director

Copy to:

- (i) M/s .....(Installing Firm)
- (ii) Guard file.

**18. Proforma – 8**

**PRICE SCHEDULE/FINANCIAL BID Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty Contract (MPWC).**

**(TO BE SUBMITTED IN HARD COPY IN FIRM'S LETTER HEAD IN THE FOLLOWING FORMAT)**

NIB No.: MANIREDA/SPP/PS/2021-22/2

Date : .....

To,

The Director

Manipur Renewable Energy Development Agency (MANIREDA),

2nd Floor, South Block, Secured Office Complex, Near 2nd M.R. Gate, Imphal-Dimapur Road, Imphal - 795001.

**PRICE SCHEDULE**

**for Supply, Installation & Commissioning of 5 kW SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur**

Sl. No.	Item	Unit	Total Bid	Rate (Rs.)	Amount (Rs.)
1.	<b>Project Cost for Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty Contract (MPWC).</b>	Set	18	<b>Total Rate</b>	<b>Total Amount</b>
2.	Materials Cost for Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years Maintenance and Performance Warranty Contract (MPWC) including Supply of new Solar Inverters (5 kW, 96V), supply of new VRLA Battery Banks (96V 300 Ah), and other necessary accessories etc. including Disposal of Old Inverters and Battery Banks at existing condition. <b>@ 70% of SI. No. 1.</b>	Set	18	70% of <b>SI. No.1.</b>	70% of <b>SI. No.1.</b>
3.	Installing and Commissioning Cost <b>@ 15% of SI. No. 1.</b>	Set	18	15% of <b>SI. No.1.</b>	15% of <b>SI. No.1.</b>
4.	MPWC Cost for 5 yrs. <b>@ 15% of SI. No. 1.</b>	Set	18	15% of <b>SI. No.1.</b>	15% of <b>SI. No.1.</b>
5.	GST 12% on <b>SI. No. 2.</b>	Set	18	12% on <b>SI. No. 2.</b>	12% on <b>SI. No. 2.</b>
6.	GST 18% on <b>SI. No. 3.</b>	Set	18	18% on <b>SI. No. 3.</b>	18% on <b>SI. No. 3.</b>
7.	GST 18% on <b>SI. No. 4.</b>	Set	18	18% on <b>SI. No. 4.</b>	18% on <b>SI. No. 4.</b>
8.	<b>Work Order Value to the Firm SI. Nos. (1+5+6+7)</b>	Set	18	(1+5+6+7)	<b>(1+5+6+7)</b>
9.	<b>State Govt. Charges:</b>				
10.	Labour Cess @1% on <b>SI. No. 3.</b>	Set	18	1% on <b>SI. No. 3.</b>	1% on <b>SI. No. 3.</b>
11.	Contingency Charges @3% on <b>SI. No. 3.</b>	Set	18	3% on <b>SI. No. 3.</b>	3% on <b>SI. No. 3.</b>
12.	Contingency Charge @3% on <b>SI. No. 4.</b>	Set	18	3% on <b>SI. No. 4.</b>	3% on <b>SI. No. 4.</b>
13.	Agency Charge @ 11.75% on <b>SI. No. 3.</b>	Set	18	11.75% on <b>SI. No. 3.</b>	11.75% on <b>SI. No. 3.</b>
14	<b>Grand Total SI. Nos. (8+10+11+12+13)</b>	Set	18	(8+10+11+12+13)	<b>(8+10+11+12+13)</b>

- **N.B.: Lowest Bidder (L1) shall be accepted for this Price Bid.**
- **Any mistake or overwriting found in the Price Bid will lead to rejection of Bid.**

Yours faithfully, (Signature of Authorized Signatory)

Name:

Designation:

Company Seal:



**21. Proforma- 9**  
(On the Letter Head of the Firm)

**PROFORMA OF APPLICATION FOR PAYMENT**

Unit Reference:	Date:
Name of Contractor:	Contract No.:
Contract Name :	
Application Serial Number. :	Contact Value :

To,  
The Director  
Manipur Renewable Energy Development Agency (MANIREDA),  
2nd Floor, South Block, Secured Office Complex, Near 2nd M.R. Gate, Imphal-Dimapur Road,  
Imphal - 795001.

Dear Sir,

**APPLICATION FOR PAYMENT**

Pursuant to the above referred Contract dated .....the undersigned hereby applies for payment of the sum of ..... (Specify amount and currency in which claim is made).

14. The above amount is on account of :[TICK whichever is applicable]
- Initial advance
  - Interim Payment as advance
  - Progressive payment against dispatch of equipment
  - Progressive payment against receipt of equipment at site
  - Progressive payment against Erection/installation & commissioning/testing
  - Ocean freight & marine insurance
  - Inland transportation
  - Inland insurance
  - Price adjustment
  - Extra work not specified in Contract
  - (Ref. Contract Change order No.....) Other (specify)
  - Final payment

As detailed in the attached Schedule (S) which form an integral part of this application.

15. The payment claimed is as per item(s) No.(s) ..... of the payment schedule annexed to the above –mentioned Contract.

16. The application consists of this page, a summary of claim statement and the following signed schedule

- i).....
- ii).....
- iii).....

The following documents are also enclosed

- a).....
- b).....
- c).....

Signature of Contractor/  
Authorised Signatory.

## 22. Proforma-10

<b>MATERIALS INSPECTION CLEARANCE CERTIFICATE (MICC)</b>
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1. Name of the Work: Renovation of existing 5 kWp Off-Grid SPV Power Plants each at 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years MPWC.
2. Name of Worksite/Location: 15 Police Stations in Valley Districts and 3 Police Stations in Hill Districts of Manipur including 5 years MPWC.
3. Name of the Firm/Contractor: : .....
4. Work Order No.: ..... dated .....
5. Shipment No.....
6. Date shipped:.....
7. Shipped From .....
8. Shipped To Imphal

SL. No.	Item Description	Qty./ system	Invoice No. & date	Challan No. & date	Make	Unit price	Amount	Remarks
1	2	3	4	5	6	7	8	9

**9. Enclosed documents:** Packing List with model numbers, Invoice, Challan, Goods Consignment Note, Way Bill etc.

**10. Inspected on:** .....and ..... jointly by MANIREDA officials and representative of M/s .....and found okay.

Date:  
Name:  
Designation: Scheme Officer

Signature of authorized MANIREDA representative

## 23. Check List & Format for Submission of Bid

The following information/documents are to be annexed and flagged by the bidders along with the BID

Sl. No.	Annexure and Proforma No.	Particulars	Yes/No, Flag No.	To be done
1.	Annexure-I	Details of EMD (D.D from any nationalized bank and validity for at least 3 months from the last date of submission of bids)		Hard copy
2.	Annexure-II	Test Report of PCU/Inverter		Hard copy
3.	Annexure-III	Test Report of Battery		Hard copy
4.	Annexure-IV	Company Warranty Certificate of Battery/Battery Bank to be		Hard copy

		supplied for a period of 5 years from the Battery Manufacturer.		
5.	Annexure-V	A copy of valid GST registration Certificate		Hard copy
6.	Annexure-VI	A copy of GST Clearance Certificate/ latest GST return filing proof.		Hard copy
7.	Annexure-VII	A copy of latest Professional Tax receipt/challan from the Deptt. Of Taxes.		Hard copy
8.	Annexure-IX	A summarized sheet of cumulative experience of the bidder of Design, supply, erection, testing, I&C of solar power plants including I&C of a minimum of 5 kWp SPV Power Plant whose work order should be in the name of the bidder.		Hard copy
9.	Annexure-X	Average Turnover of the Company/Firm/Corporation in the last 3 financial years (A summarized sheet of turnover of last 3 Financial Years certified by registered CA)		Hard copy
10.	Annexure-XII	Demand Draft for cost of bid document/Photocopy of Demand Draft		Hard copy
11.	Annexure-XIII	Letter of acceptance to furnish the true information in Proforma – 3, Proforma – 4 & Proforma – 5.		Hard copy
12.	Annexure-XIV	List of Police Stations		Hard copy
13.	Proforma – 1	Forwarding Letter		Hard copy
14.	Proforma – 2	Authority Letter for Attending Bid Opening Meeting and Signing Bid Document.		Hard copy
15.	Proforma – 3	Information about the Bidding Firm		Hard copy
16.	Proforma – 4	Details of Orders Received and Executed in Past Years		Hard copy
17.	Proforma – 5	No Deviation Certificate		Hard copy
18.	Proforma – 6	Format for Guarantee Card		Hard copy
19.	Proforma – 7	Format for Completion Certificate		Hard copy
18.	Proforma – 8	Price Bid.		Hard copy
21.	Proforma – 9	Application for Payment. No Deviation Certificate		Hard copy
22.	Proforma – 10	Proforma for MICC.		Hard copy

**Please ensure:**

1. That all information is provided strictly in the order mentioned in the check list mentioned above.
2. Note that this is a zero deviation tender. Bidders are advised to strictly confirm compliance to bid conditions and not to stipulate any deviation/conditions in their offer. Subsequent to bid submission, MANIREDA may or may not seek confirmations/clarifications and any offer(s) not in line with Bid conditions shall be liable for rejection.
3. Any clarification/confirmation bidder may require shall be obtained from MANIREDA before submission of the bid.
4. Bidder shall submit complete bidding document including subsequent amendment, modification and revision, duly signed and stamped as a token of having read, understood and accepted all the terms and condition mentioned therein.

..... End of the Bid Document .....