

Ratnagiri Gas & Power Pvt Ltd (RGPPL)
(A Subsidiary of NTPC Ltd)



Invites

Expression of Interest

(EOI)

For

**Leasing out for Grass Cutting at RGPPL premises for
03 (Three) Years.**



Expresion of Interest
for

Ref: RGPPL/EOI/2023-24/01

**Leasing out for Grass Cutting at RGPPL
premises for 03 Years.**

Date: 11.10.2023

**Expression of Interest for Leasing out for Grass
Cutting at RGPPL Plant and Township for 03 Years**

Last Date and Time for Submission of Interest: **15th Nov 2023 15:00 Hrs**

Documents Of Expression of Interest (EOI)

This EOI document comprises of the following sections:

- | | | |
|------------------|---|--------------------------------|
| (i) Section I | : | EOI Information |
| (ii) Section II | : | Introduction |
| (iii)Section III | : | Instructions to the Applicants |
| (iv)Section IV | : | Consideration of Response |
| (v) Section V | : | Application form |



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Section - I

EoI Information

Detailed Notice for Inviting Expression of Interest (EoI)

RGPPL is inviting 'Expression of Interest' from any agencies/Individuals for Leasing out their premises for Grass Cutting at RGPPL for 03 Years.

1. RGPPL (A Subsidiary of NTPC Ltd) intends to lease out its premises for common benefit of the environment by removing grass and wild vegetation. In this regard, RGPPL invites Expression of Interest (EoI) from agencies / Individuals for Leasing out of RGPPL premises (Township and Plant area) for 03 Years.
2. Tentative area available for grass cutting in RGPPL Plant and Township is approximately 400 Ha.

Note: Through this EOI, RGPPL plans to assess the availability of potential prospective bidder(s), for further shortlisting or finalization as decided at the sole discretion of RGPPL.

3. **Download and Time Lines for Submission of EoI**
 - a. Interested Applicants may download the documents of EoI free of cost from www.rgppl.com & www.ntpctender.com or take hard copy from C&M / TS Dept of RGPPL.
 - b. **Last date for submission of EoI** :
 - c. **Last date for queries/ seeking clarifications** :
(No query will be entertained after date mentioned against 3.c)
 - d. Validity of offer : 12 months from the last date of submission of EoI
4. For consideration of EoI, Applicant(s) are required to submit duly signed EoI, completed in all respect, through e-mail / in person (Hard Copy) till last date of submission of EoI to the following address: -

To: romendra.mishra@site.rgppl.com
CC to: dipak.patil@site.rgppl.com

C&M Department, RGPPL,
At & Post: RGPPL Anjanwel,
Taluka: Guhagar, Dist:- Ratnagiri,
Maharashtra 415634

Applicant may be allowed to have site visit with prior intimation. For such site visit RGPPL is not liable to pay anything to applicant / vendor or his / her authorized representative.

RGPPL is not responsible for any internet / technical failure / problem either at Vendor's End / RGPPL's End in case of non-receipt of EOI by concerned at RGPPL.



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Section - II

1. INTRODUCTION

- i. Ratnagiri Gas & Power Pvt Ltd (RGPPL), a Subsidiary of NTPC Ltd, was incorporated on 08.07.2005 as a Special Purpose Vehicle (SPV) under the aegis of Empowered Group of Ministers (EGoM) of Government of India for taking over, reviving and operating abandoned assets of erstwhile Dabhol Power Company (DPC) at Anjanwel, District Ratnagiri, Maharashtra (approximately 270 km south of Mumbai). RGPPL has an installed capacity of 1967.08 MW consisting of three combined cycle gas turbine modules of capacity 640 MW, 663.54 & 663.54 MW respectively.
- ii. RGPPL and its holding company NTPC has many environmental initiatives to its credits, and fully committed to the betterment of the nature and environment.

INTENT OF THE EXPRESSION OF INTEREST (EoI)

- iii. RGPPL intends to keep its premises free of wild grass and vegetation. For this Applicant shall cut the grass, collect the cut grass and transport it out of the premises at their own cost.
- iv. Through this EOI, RGPPL **plans to assess the availability of potential prospective applicants, who are the interested parties.**
- v. The Applicants may express their interest in respect of their offerings along with other inputs as indicated in relevant Annexures/formats.

2. Scope of the Interested Party:

- i. Scope includes cutting the grass and wild vegetation, collect the cut grass/wild vegetation and transport it outside the RGPPL premises.
- ii. Agency to cut at least 03 rounds of grass/wild vegetation in a year.
- iii. Agency to arrange their own transportation facilities for lifting & shifting of the cut grass/ wild vegetation.
- iv. No other material or property available at work site shall be removed by agency.
- v. The area shown by the designated person from RGPPL (hereinafter called as Engineer-In- Charge [EIC]) time to time inside plant and township shall be cleared from all grass, wild vegetation and bushes and thereafter to be maintain suitably.
- vi. Agency shall cut the grass/ wild vegetation to a height as close as possible to the ground and the area as specified by the EIC.
- vii. Agency shall not cut trees or saplings within, near the premises of RGPPL.



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- viii. The interested parties are requested to visit the site and study/assess the condition of the plant/township before responding with their interest. It is presumed that all responses received are with full knowledge of the site conditions of RGPPL.
- ix. Agency has to arrange all inputs like labour, tools and tackles, fuel, consumables etc. at their own cost. The agency shall not depend on RGPPL for any of the day-to-day requirements (unless anything mentioned elsewhere in this document).
- x. Agency has to ensure that the deployed manpower by them must use required PPEs like safety helmet, gloves, goggles, gumboot etc. time to time as per requirement.
- xi. Maintaining the facilities and its operating area in an aesthetic and professional manner.
- xii. The cut grass generated shall not be kept at designated place(s) inside power block or township for a period more than 03 days.
- xiii. Agency shall not burn the cut grass/vegetation inside or near RGPPL premises.
- xiv. The agency is free to enjoy the business returns of the cut grass/wild vegetation.
- xv. The agency shall follow all statutory and labour norms (in vogue as per law) and indemnify RGPPL from any consequences arise from the activities mentioned in this EoI. The successful agency shall execute an indemnity bond with RGPPL to execute the work.
- xvi. Agency has to produce No Objection Certificate (NOC) from concerned Police station for their deployed manpower.
- xvii. Agency has to submit the relevant documents viz PAN / Aadhar / Driving Licence of the concerned manpower. Vehicle deployed to lift the grass must be having valid RC Book, PUC, Fitness certificate & Insurance certificate.
- xviii. Before start of job agency has to deposit a refundable amount i.e. "security deposit" of ₹10,000 to RGPPL to take care of any exigency during the execution period. Same shall be returned back to the agency without any interest once the contract period is over subject to no default by the vendor. For this, RGPPL's decision will be final.

3. Scope of RGPPL:

Access permission which includes issuing material and manpower gate passes to enter inside the plant and colony shall be provided by RGPPL once contract is signed for the grass/wild vegetation cutting.



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4. Period:

- (i) The interested agency/agencies shall enter into an agreement with RGPPL for a period of 3 Years within 30 days from the instructions of EIC, prior to start the activity.
- (ii) Agreement shall be renewed for another 01-year provided both parties mutually agree to renew the same.
- (iii) Agreement can be terminated by either party by serving an advance written notice to other party for a period of not less than 01 month.

5. Eligibility Criteria for Interested agencies:

Any agency or individual who is interested to carry out the job with all safety measures / guidelines issued by RGPPL time to time.



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Section - III

Instructions to the Applicants

1. The Applicants should note that:

- a. Language of the responses to EoI or any query/ clarifications/ correspondences shall be in English only. All communications are to be made in written only.
If party prefers to make communication through E-mail then a single E-mail id has to be maintained throughout contract period & tendering process.
- b. For expression of interest, application form and Annexures mentioned in **Section-V** shall be duly filled & signed and submitted to RGPPL by the applicant as per the mode mentioned at Sr. No. 4 of Section I.
- c. Applicants should go through entire EoI document thoroughly before filling and submitting the application form and Annexures.
- d. Applicants shall mention the name and contact details of the person(s), with complete address, phone number and email id.
- e. RGPPL may, at its sole discretion, ask for additional information/ documents and/ or seek clarifications from the applicant(s) at any time during EoI process & execution of job for the purpose of removal of inconsistencies or infirmities in their responses.
- f. Mere submission of EoI does not conform any liability to RGPPL that the agency will get the job as cited above.
- g. **RGPPPL has no liability to pay any amount to any agency / party whatsoever may be the reason during EOI finalization process, during execution of the job as cited above.**

2. The terms mentioned in this EoI Document 'Applicant', 'Vendor', 'Agency', 'bidder', 'party' has one and the same meaning i.e. "Vendor"

3. Enquiries and clarifications

Any clarifications on the EoI may be sought from the following via e-mail in person:

To: romendra.mishra@site.rgppl.com

CC to: dipak.patil@site.rgppl.com

C&M Department, RGPPL

No verbal communication made by any officer from RGPPL will be considered as authentic, unless and until it is a written communication.

4. Corrigendum

At any time before the last date of submission of EoIs, RGPPL may, for any reason, whether at its own initiative or in response to a clarification requested by any applicant, modify the EoI document.

The corrigendum / amendment(s) if any, issued by RGPPL will be posted on the website of RGPPL / NTPC only and will be binding on the applicants.

Before submission of their EoI, applicant has to consider, the EOI document along-with all issued amendment(s), corrigendum(s) (if any) as mentioned above.



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5. Preparation of the response to EoI

The application of EoI as per Section-V consists of the following:

- Application Form
- Annexure A
- Annexure B
- Annexure C (Covering Letter)

6. Responses

The Applicant shall submit his interest/ response in writing to RGPPL.

7. Submission of the response to EoI

The responses to the EoI are to be submitted in soft copy via below e-mail format to: Romendra.mishra@site.rgppl.com, CC to: Dipak.patil@site.rgppl.com

- **Ref. EoI No.** Dated
- **Envelope:** Original / Copy #
- **Due date of Opening:**
- **Submitted to:** *Name, designation & address of the concerned officer of RGPPL*
- **Submitted by:** **Name, address & contact no. of the Applicant**

All the pages of the response should be duly stamped and signed by the authorized signatory in whose favour the Power of Attorney is issued.

The responses to the EoI should be submitted within the Deadline at the address provided in this EoI.

8. Costs and expenses towards response to EoI

The Applicants shall be responsible for all the costs associated with the preparation, response and participation in discussions and finalization & execution of the documents related with this EoI.

RGPPL shall not be liable to pay for any cost incurred by vendor for above said activities regardless of the short-listing/ selection process (if any).

9. Confidentiality

The Applicants undertake to hold in confidence this EoI and any document related or pursuant to this EoI and not to disclose the terms and conditions of the transaction contemplated hereby to third parties, except:

- (a) To their professional advisors;
- (b) To their officers, contractors, employees, agents or representatives, financiers, who need to have access to such information for the proper performance of their activities;
- (c) Disclosures required under applicable Law, without the prior written consent of the other parties of the concerned agreements.



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Provided that the Applicant(s) agrees and acknowledges that RGPPL may at any time, disclose the terms and conditions of this EoI and any document related or pursuant to this EoI to any person, to the extent stipulated under the applicable Law.

10. Disclaimer

- a. This Expression of Interest (EoI) has been prepared by RGPPL for response from any individual(s) / agency (ies).
- b. In submitting an expressed EoI in response to the EoI, the applicant(s) certify that he / she / they understands, accepts and agrees to the disclaimers on this page. Nothing contained in any other provision of the EoI nor any statements made orally or in writing by any person or party shall have the effect of negating or superseding any of the disclaimers set forth herewith.



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Section-IV

Consideration of Response

RESPONSIVENESS/EVALUATION METHODOLOGY

1. Responsiveness check

The responses submitted by Applicants shall be scrutinized for "Leasing out for Grass Cutting at RGPPL Plant and Township for 03 Years"

Responses shall be deemed non responsive for following reasons:

- a. Responses that are incomplete, i.e., not accompanied by any of the applicable formats inter alia covering letter, power of attorney, applicable undertakings, provided in more details at various annexures of this EoI;
- b. Responses not signed by authorized signatory and / or stamped in the manner indicated in this EoI;
- c. Material inconsistencies in the information/ documents submitted by the Applicant
- d. An Applicant submitting more than one response to this EoI either itself or through an affiliate or subsidiary company;
- e. Response validity being less than that required as per requisite clause(s) mentioned in this EoI;
- f. Response not received on or before the last date of submission of EoI.
- g. Response having Conflict of Interest;
- h. Applicant delaying in submission of additional information or clarifications sought by RGPPL, as applicable time to time;
- i. Responses not meeting the eligibility criteria as stipulated in this EOI

All bids/applications that shall meet the responsive check requirements set out above in this section of the EoI document shall be considered as responsive.

In case of non-submission of relevant details as above, the responses may be considered as "**non-responsive**", at the sole discretion of RGPPL and will not be considered further.



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Section-V

APPLICATION FORM: -

(Please strike-off whichever not applicable)

1)	a) Name of the applicant/organization b) Registered Office (if applicable) c) Head Office (if applicable) d) Full Postal Address of the Firm e) Contact Details (i) Phone No. (ii) Mobile No. (Mandatory) (iii) E-mail address f) PAN No: (Copy to be Enclosed)	
2)	Year of establishment (if applicable) (Please enclose documentary evidence)	
3)	Year of starting of Business/Operation (If applicable) (Please enclose documentary evidence)	
4)	Constitution of Firm (if applicable) (Enclose certified copies of documents as evidence) Govt/PSU/Semi-Govt/Institution/Research Organisation/Sole proprietorship/ Partnership /Private Ltd. / Ltd. Co. / Any other (Please specify)	
5)	Name of the Proprietor/Partners/Directors of the organization/firm (if applicable) Enclose certified copies of document as evidence	
6)	Name/s of authorized signatory with designation	
7)	Mode of Authorization Enclose certified copies of document as evidence Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other (Please specify)	
8)	Details of registration-whether partnership firm, company, etc. Name of registering authority, date and registration number (Note: partnership firms not registered with the appropriate authority need not apply), if any Enclose certified copies of document as evidence	



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9)	Whether registered with Govt. / Semi Govt./ Banks/ CPWD/ Municipal Authorities or any other Public Organization and if so, since when? (Enclose certified copies of document as evidence) i. Name of Organization No. & Date of Registration ii. Name of Organization No. & Date of Registration (Applicable for Horticulture Contractors)	Yes/No
10)	Details of similar works in operation/completed (Applicable for Horticulture Contractors)	Please fill up enclosed Annexure –A & enclose copies of work completion / in operation certificates
12)	Average annual turnover of the organization for previous year and furnish balance sheet / IT Return and Profit & Loss A/c. for the past years. (Applicable for Nursery Proprietors & Horticulture Contractors)	
13)	Education Qualification (Pls attach self-attested copies) (applicable for Individual Qualified Experts)	
14)	Whether past years IT returns filed (Pl. enclose certified copies of the IT returns of the past years) (applicable for Individual Qualified Experts)	
15)	No. of years of experience in the field and details of work in any other field (applicable for Individual Qualified Experts)	Please fill up enclosed Annexure – B & enclose self-attested copies of Experience Certificate / Service certificate
16)	PAN No. (Income tax) Enclose certified copies of document as evidence	
17)	Goods & Service Tax (GST) No. (if applicable) Please enclose documentary evidence	
18)	Details of Key Personnel Permanently employed	
19)	Furnish the names of 3 responsible persons along with their designation, address, telephone no., etc., for whose organization, you have completed / in operation for similar jobs and who will be in a position to certify about the performance of your organization (Annexure-A)	



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20)	Whether any Civil Suit/ litigation arisen in contracts executed during the last 07 years. If yes, please furnish the name of the employer, nature of work, contract value, work order and brief details of litigation. Give name of the Court, place, and status of pending litigation. Attach a separate sheet if required	
21)	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator. If so, the details of such litigation are required to be submitted. (The applications from Individual/ Firms/ Organisations including their Partners/Directors who have been blacklisted/prosecuted by any departments/statutory bodies, anywhere in India or by any Court of Law, shall not be entertained)	
22)	Please mention whether your any relative(s) is (are) working in RGPPL/NTPC with the name, relationship, address etc	

- I/We have read and understood the EoI notice, EoI documents & this Application form along with Annexure and my/our firm fulfils the eligibility criteria for qualifying technically as described in this EoI documents.
- I/We hereby confirm and certify that the information given above is correct and true and the enclosures annexed herewith are genuine to the best of my / our knowledge.
- I/We are authorized to sign and submit these documents.
- I /We understand that if any stage it is found / noticed by RGPPL that any information thus provided by me/us is false / incorrect partly or fully and in case of receipt of adverse / unsatisfactory report from other clients, RGPPL may not consider our application or may take any appropriate action against me/us.
- I /We also understand that partly / wrongly filled application and / or applications not on prescribed pro-forma and / or applications not accompanying relevant documents / enclosures / annexed documents may liable to be summarily rejected by RGPPL.
- I / We understand that this is merely an application & does not entitle me /us to be necessarily awarded or assigned by RGPPL and RGPPL reserves rights to reject all and / or any application without assigning any reason whatsoever.
- All the terms & conditions etc. mentioned in this EOI are understood and acceptable to me/us

(SIGNATURE OF AUTHORIZED SIGNATORY)

NAME: SEAL OF THE FIRM

PLACE:

DATE :-



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Note: Please enclose all the Annexures with relevant supporting documents duly self-attested.

ANNEXURE-A

List of similar works undertaken (copy of work orders & completion certificates to be attached):

Sl. No.	Name of the Client, Location, and Name and Mobile No. of Contact Person	Contract Period (From-To)	Details of works carried out / In process	Contract Value (Rs.)
1				
2				
3				



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ANNEXURE- B

Work experience of Individual Qualified Expert (copy of experience certificates / service certificates to be attached)

Sl. No.	Name & Address of Organisation / Individual	From Date	To Date	Experience (In Years)
1				
2				
3				



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5. I/We are enclosing herewith the entire response containing duly signed formats in electronic format sent via email as per details mentioned in Notice inviting EOI.
6. It is confirmed that my/our response is consistent with all the requirements of sub mission as stated in the EoI and subsequent communications from RGPPL, if any.
7. The information submitted in my/our response is complete, strictly as per the requirements stipulated in the EoI and is correct to the best of my/our knowledge and understanding. I/We would be solely responsible for any errors or omissions in my/our response.
8. I/We confirm that all the terms and conditions of my/our response are valid for acceptance for a period of twelve (12) months from the last date of submission of EOI.
9. I/We confirm that I/we have not taken any deviation so as to be deemed "**non-Responsive**" as stipulated in Section-IV of this EoI.
10. I/We understand that you are not bound to accept any response you receive.

Yours sincerely

(Name, Designation and Signature of Authorized Person in whose name Power of Attorney is issued)