Office of the Dy. General Manager

E-Procurement P.O: Jagriti Vihar

MCL, Sambalpurr, Odisha-768020

https://mcitenders.gov.in,

Ph: +91 (663) 2542695,2542230,2542264,2542100

Fax: +91 (663) 2542695



उप महाप्रबन्धक (ई-प्रोक्योरमेंट)

पत्रांक: मकोलि/सम्बलपुर/ई-प्रोक्योरमेंट /2015/ 206

दिनांक: 04.06.2015

सेवा में,

मुख्य महाप्रबन्धक / महाप्रबन्धक (क्षेत्रों के) (जग क्षेत्र / भरतपुर क्षेत्र / लिंगराज क्षेत्र / हि. क्षेत्र / ताल क्षेत्र / कार्निहा क्षेत्र / केन्द्रीय कार्यशाला ताल / ने श के अस्पताल / ईब क्षेत्र / ओरिएंट् क्षेत्र / लेक्द्रीय कार्यशाला ईब / बसुन्धरा गर्जनबहाल क्षेत्र)

मुख्य महाप्रबन्धक/महाप्रबन्धक (मुख्यालय के)(सुरक्षा व बचाव/सिविल/वि. व यां./सामग्री प्रबन्धन/तकनीकी समन्वयन /ई.व दू./प्रशासन/ कल्याण/उत्खनन/पर्यावरण/गुणवता नियंत्रण/ प्रणाली)/एवं जन सम्पर्क अधिकारी

To

The CGMs/GMs of Areas (JA/LA/HA/BA/TA/KA/CWS TAL/NSCH/IBA/OA/LKPA/CWS IB/BGA)

CGM & GMs of Hqrts. (Safety & Rescue /Civil/MM/E&M/E&T/Admin/Welfare/TC/Excv/Env / QC/ Systems) and **PRO**

विषय :- महानदी कोलिफल्ड्स लिमिटेड की ई-प्रोक्योरमेंट संहिता में संशोधन

Sub: - Amendments to e-Procurement Manual of Mahanadi Coalfields Limited

प्रिय महोदय,

दिनांक 20.05.2015 को हुई महानदी कोलिफिल्ड्स लिमिटेड की 167 वीं बैठक में ई-प्रोक्योरमेंट संहिता में अधोलिखित संशोधन पारित किए गए हैं:

Dear Sir,

MCL Board has approved the following modifications during its 167th meeting on 20.05.2015:

शुक्र भंज

Office of the Dy. General Manager

E-Procurement P.O : Jagriti Vihar

MCL, Sambalpurr, Odisha-768020

https://mcltenders.gov.in,
Ph: +91 (663) 2542695,2542230,2542264,2542100
Fax: +91 (663) 2542695



Reference	. Existing Clause	Modified Clause
Clause No 3 b of Chapter-I	3. SCOPE :- The e-Procurement system will cover the following :	3. SCOPE :- The e-Procurement system will cover the following :
	a. All the Open and Limited Open (Open tender for all the eligible bidders with intimation to some short listed vendors) tenders having Estimated/Indent Value of Rs. 2.00 lakhs and above. This threshold limit may be reduced further by CMD, MCL, once the system of e-Procurement is stabilized.	 a. All the Open and Limited Open (Open tender for all the eligible bidders with intimation to some short listed vendors) tenders having Estimated/Indent Value of Rs. 2.00 lakhs and above. This threshold limit may be reduced further by CMD, MCL, as per requirement. b. All Limited tenders for Estimated/Indent
	b. Limited tenders for Estimated/Indent value of Rs 2 lakhs and above can also be floated through e-Procurement after implementing the vendor/contractor registration in different categories in compliance with CVC Office Order No. 43/7/04 dated 02.07.04 and its subsequent guidelines on this matter, if any.	value of Rs 2 lakhs and above. It shall require the implementation of the vendor/contractor registration in different categories in compliance with CVC Office Order No. 43/7/04 dated 02.07.04 and its subsequent guidelines on this matter, if any. However, Limited Tender Enquiries to identified OEM/OES/OPM/Ancillary Units/MSME firms may be issued as per the
	Note : Procurement of	CIL/MCL policy for procurement of spare parts.
	proprietary item through Single	
	Enquiry will not be covered under	
	e-Procurement.	
		c. All Single Tender Enquiries for Estimated / Indent value of Rs 2 lakhs and above.

Office of the Dy. General Manager
E-Procurement
P.O: Jagriti Vihar
MCL, Sambalpurr, Odisha-768020
https://mcltenders.gov.in,
Ph: +91 (663) 2542695,2542230,2542264,2542100



Clause No 5.2 of Part I of of Chapter-II and Chapter-III Tender will be opened on the pre-scheduled date irrespective of the number of bids received. Even in case of receipt of single bid, there will be no extension of bid submission date and single bid is to be opened for evaluation

Fax: +91 (663) 2542695

If number of bids received online is found to be less than three then the following critical dates of the Tender will be extended initially for a period of two days ending at 17.00 hrs and if the number of bids still remains less than three then for another five days ending at 17.00 hrs:

- · Last date of submission of Bid
- Last date of receipt of EMD
- Date of opening of Tender

If any of the above extended Dates falls on Holiday i.e. a Non Working day as defined in the e-Procurement Portal then the same is to be rescheduled to the next working day.

This extension will be also applicable in case of receipt of zero bid.

The NIT stipulations regarding the validity of the Bank Guarantee towards EMD should be enough to cover such period of extension. It shall be computed as follows:

Original End date of Submission of Tender + Bid validity Period + 60 days

Notes:

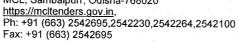
- 1. Extension of the aforesaid dates is technically possible after the scheduled "Last Date of Submission of Bid" and before the scheduled "Date of opening of Tender.
- Bidders will have right to modify/withdraw their bids during extended period of submission of Bids.
 - . The validity period of tender should be

शुकु भी 4.6.20

Office of the Dy. General Manager

E-Procurement P.O: Jagriti Vihar

MCL, Sambalpurr, Odisha-768020

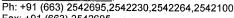




			decided based on the final end date of
	•		submission of bids.
	11.5		4. The auto extension shall work on the basis of number of bids received only.
ļ			(It may so happen that any of these
			bids may be eventually rejected during
			Tender Opening, Technical evaluation
			or further process of evaluation
			resulting the total number of valid bids
			becoming less than three.)
			5. After two extensions the tender shall be
			opened irrespective of available number of bids on the extended date of
			opening of tender.
			6. The above process of extension of due
ŀ			dates should preferably be automated
			and this extension of due dates of
			tenders will be implemented only when
			the portal software is suitably modified
			for effecting such automatic extension
	•		of due dates.
			Note: Till the automated system of extension
	.*		is not developed and implemented, this
			clause shall remain unaltered.
Ç	Second	Second Para of Clause 3:	Deleted
-	Para of	ossona i ara si siaase s.	Deleted
- 1	Clause No-	Extension of the end date of bid	
- 1	3 of Part I	submission can be done only in	
	of Chapter	cases where there is no	Note: Till the automated system of extension
	000 000 000 000 000 000 000 000 000 00	provision of acceptance of Bank	is not developed and implemented, this
'		Guarantee (BG) against EMD.	clause shall remain unaltered.
(Clause 1.9	Start date & End date of Bid	Start date & End date of Bid submission:
	- ···•	submission: The bid	The bid submission will start from the next
		submission will start from the	day of e-publication of NIT, but if there is a
		next day of e-publication of NIT,	pre-bid meeting, bid submission will start on
	1986 (1986) 1986	but if there is a pre-bid meeting,	the next day of pre-bid meeting. For online
		bid submission will start on the	submission of bid the bidders should get
		next day of pre-bid meeting. For	minimum 15 (fifteen) days time (15x24 hours)
		online submission of bid the	for the tenders having Indent value of Rs.50
 1 (1) In the Control of the Control of	2000 Sept. 1995		1 19 the tenders having indent value of RS.50
		bidders should get minimum 15	lakhs & above and minimum 10 days time

Office of the Dy. General Manager E-Procurement

P.O: Jagriti Vihar MCL, Sambalpurr, Odisha-768020 https://mcltenders.gov.in,



Fax: +91 (663) 2542695



(fifteen) days time (15x24 hours) for the tenders having Indent value of Rs.50 lakhs & above and minimum 10 days time (10x24 hours) for the tenders having Indent value of less than Rs.50 Lakhs. For the Global tenders this period will be minimum 30 days (30x24 hours).

(10x24 hours) for the tenders having Indent value of less than Rs.50 Lakhs. For the Global tenders this period will be minimum 30 days (30x24 hours). For the Single Tender Enquiries this period will be minimum of 7 days (7 X 24 Hours)."

Fifth Para of Clause No- 3 of Part I of Chapter II

Fifth Para of Clause 3:

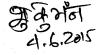
Tender Inviting Authority (HoD the tender of inviting department) will be empowered to extend the end date of bid submission. This extension should be for a minimum period of 7 (seven) days and for a maximum period of 15 (fifteen) Extension of Bid Submission End date for a period more than 15 days and 30 days will require approval of concerned Director and extension more than 30 days will require approval of CMD, MCL.

In case of extension of Bid Submission, the minimum period of extension shall be of seven days.

The maximum extension of period shall be limited as follows:

w.e.f original end date of bid submission
7 to 15 days
Up to 30 days

However, in exceptional situations in case of any disruption of service in eProcurement portal infrastructure or EMD payment infrastructure, for a considerable period, an extension of end date of Bid submission for a period of 24 to 48 hours may be done after normal resumption of services. Bid opening date will correspondingly be extended. This extension shall be effected by Application Administrator or by the Portal Service Provider for all the tenders which are affected or likely to be affected due to such disruption of services/infrastructure



Office of the Dy. General Manager

E-Procurement

P.O : Jagriti Vihar MCL, Sambalpurr, Odisha-768020

https://mcltenders.gov.in,
Ph: +91 (663) 2542695,2542230,2542264,2542100
Fax: +91 (663) 2542695



	Clause No	Submission of Documents	Submission of Documents by L-1 Bidder
	5.11 of	by L-1 Bidder (Confirmatory	(Confirmatory Documents) :After opening
	PART I of	Documents) :After opening of	of Price-bid, The bidder will
	Chapter II	Price-bid, The	upload the scanned copy of all the
i	and III	bidder will upload the scanned	specified documents attested by notary
		copy of self certified and	public in support of the information/
	(only	attested by notary public of	declarations furnished by them on-line within
	relevant	all the specified documents	the specified period of 7 days.
	portion of	in support of the information/	
	the clauses	declarations furnished by them	The
	have been	on-line within the specified	bidder will upload the scanned copy of all
	depicted)	period of 7 days.	the specified documents attested by
			notary public in support of the information/
	4 ° 4	The bidder will	declarations furnished by them on-line within
		upload the scanned copy of	the specified period of 7 days.
		self certified and attested by	
		notary public of those	'any
		specified documents within	cognizance in the evaluation of tender.
		the specified period of 7 days.	
į		the opcomed period of 7 days.	
		· · · · · · · · · · · · · · · · · · ·	
		any cognizance in	
		the evaluation of tender.	
	Clause no	The cost of executed works shall	The cost of executed works shall be given a
1000	A(1)(a)	be given a weightage to bring	simple weightage to bring them at current price
	and A(2)(a) of Part II of	them at current price level by	level by adding 5% for each completed year
	Chapter II	adding 5% for each completed	(total number of days/365) after the end date of
	(Relevant	year (total number of days/365) after the end date of experience	experience till the last day of month previous
	Portion has	till one year before the last day	to one in which e-Tender has been invited.
	been	of month previous to one in	
	shown)	which e-Tender has been invited.	
	n oe in a service de la company		The system shall calculate the value of each
		The system shall calculate the	qualifying experience by multiplying the value
		value of each qualifying	with the % share of experience and adding 5%
		experience by multiplying the	for each completed year (total No. of days/365)
		value with the % share of	after the end date of experience of work till the last date of month previous to one in which
		experience and adding 5% for each completed year (total No. of	the NIT has been published on e-Procurement
		days/365) after the end date of	portal.
		experience of work till one year	
. 1	Alban and Albanda Market 1888	i and the second second	

Office of the Dy. General Manager

E-Procurement P.O : Jagriti Vihar

MCL, Sambalpurr, Odisha-768020

https://mcitenders.gov.in,
Ph: +91 (663) 2542695,2542230,2542264,2542100
Fax: +91 (663) 2542695



b	efore the last date of month	
p	revious to one in which the NIT	
h	as been published on e-	
P	rocurement portal.	
Clause no	The system shall calculate	The system shall calculate the average of the
A(2)(b) of Part	the average of the financial	financial turnover of 3 years furnished by the
II of Chapter II	turnover of 3 years furnished	bidder by adding 5% for each completed year
(Relevant	by the bidder with updation	(total number of days/365) after the end of
Portion has	of 5% for the second year	respective Financial Year (i.e. 31 st March) till
been shown)	and 10% for the third year on	the last day of month previous to one in which
	simple rate. No updation will	e-Tender has been invited.
	be made for the first year.	
Clause no	BID	DELETED
A(2)(c) of Part	CAPACITY :- The system	
II of Chapter II	of determination of bid	
(Relevant	assessment capacity as given below will be used	
Portion has	only in case of works of	
been shown)	estimated value of Rs.1.00	
	Crore and above .	
		 And the state of t
	i. Turnover certificate	
	the NIT.	
Clause no	VAT/SALES TAX	VAT/Sales Tax Registration on Works Contract
A(2)(e) of Part	REGISTRATION ON	(Applicable for Works Contract): The bidder
II of Chapter II	WORKS CONTRACT:-	should possess a VAT/ Sales Tax Registration on
(Relevant	The bidder should posses	works contract issued by Sales Tax department of
Portion has	a VAT/ Sales Tax	any Indian State/UT.
been shown)	registration on works	any malan state/or.
Deen snown,	contract issued by Sales	
	tax Department of any	
	Indian State.	Sales Tax Registration
	Indian State.	Certificate
	Sales Tax	
	Registration Certificate	
Proposed to be	No existing	Service Tax (Not Applicable for Exempted
Added as	Clause	Services)
Clause no		
		The bidder should be either a Small Service
A(2)(f) of Part II		
A(2)(f) of Part II of Chapter II		Provider and exempted for service tax registration
C. 1		Provider and exempted for service tax registration and/or exempted from payment of service tax but

Office of the Dy. General Manager

E-Procurement P.O : Jagriti Vihar

MCL, Sambalpurr, Odisha-768020

https://mcltenders.gov.in,

Ph: +91 (663) 2542695,2542230,2542264,2542100

Fax: +91 (663) 2542695



a Body Corporate

OR

Small Service Provider and exempted for service tax registration and/or exempted from payment of service tax but not a Body Corporate

OR

A Body Corporate

OR

Other than above three categories

In respect of the above eligibility criteria the bidder is required to furnish the following information online:

i). Confirmation in the form of Yes/No regarding possessing of required document as enlisted in NIT with respect to Service Tax status of the bidder.

Scanned copy of documents, attested by Notary Public to be uploaded by L-1 bidder in support of information/ declaration furnished online by the bidder against Eligibility Criteria as Confirmatory Document

Any one of the following documents depending upon the status w.r.to Service Tax as declared by Bidder in the BOQ sheet:

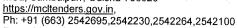
- a). Status: Small Service Provider and exempted from Service Tax Registration and/or exempted from payment of Service Tax but a Body Corporate: Document:
 - A Certificate from a practicing Chartered Accountant having a membership number that the bidder is a Small Service Provider and exempted for Service Tax Registration and/or exempted from payment of Service Tax and
 - 2. The Certificate of Incorporation
- Status: Small Service Provider and exempted from Service Tax Registration and/or exempted from payment of Service Tax but not a Body

अक्रमें में में अंदिर १४ वि

Office of the Dy. General Manager

E-Procurement

P.O : Jagriti Vihar MCL, Sambalpurr, Odisha-768020



Fax: +91 (663) 2542695



		Corporate:
		Document: A Certificate from a practicing Chartered Accountant having membership number that the bidder is a Small Service Provider and exempted for Service Tax Registration and/or exempted from payment of Service Tax.
		c) Status : A Body Corporate:
		Document: Service Tax Registration Certificate issued by Central Excise and Custom Department, Govt. of India.
		d). Status : Other than above three categories:
		Document: Service Tax Registration Certificate issued by Central Excise and Custom Department, Govt. of India.
		[In case of JV a Certificate from a practicing Chartered Accountant having membership number confirming the status of JV w.r.to Service Tax]
Wherever this phrase is available in the Manual including the checklists for confirmatory documents	Scanned copy of documents (self certified and attested by Notary Public) to be uploaded by L-1 bidder in support of information/ declaration furnished online by the bidder against Eligibility Criteria (CONFIRMATORY DOCUMENT)	Scanned copy of documents, attested by Notary Public to be uploaded by L-1 bidder in support of information/ declaration furnished online by the bidder against Eligibility Criteria as Confirmatory Document

A.6.2015

Office of the Dy. General Manager

E-Procurement P.O: Jagriti Vihar

MCL, Sambalpurr, Odisha-768020

https://mcltenders.gov.in,

Ph: +91 (663) 2542695,2542230,2542264,2542100

Fax: +91 (663) 2542695



Clause no 7 A of Chapter I (Relevant Portion has been shown) That all the information being submitted by me/us is genuine, authentic, true and valid on the date of submission of tender and if any information is found to be false at any stage of contract tenderina or period I/We will be liable to the following penal actions apart from other penal actions prescribed elsewhere in the tender document

- a. Cancellation of my/our bid/ contract (as the case may be)
- b. Forfeiture of EMD
 - c. Debarring
 for a period
 of one year
 from
 participatin
 g in all
 other future
 tenders in
 MCL.

That all the information being submitted by me/us is genuine, authentic, true and valid on the date of submission of tender and if any information is found to be false at any stage of tendering or contract period I/we will be liable for the following penal actions apart from other penal actions prescribed elsewhere in the in the Tender document.

- a. Cancellation of my/our bid/contract (as the case may be).
- b. Forfeiture of EMD(If available)
- c. If the tender is cancelled and retendered, I/we shall be debarred from participating in such first retender.
- d. If such acts are repeated under the same Tender Inviting Authority within a span of one year then I/we may be debarred for a minimum period of one year from participating in all other future tenders in MCL."

To add as a Note in Clause A1 and Clause A2 of Chapter II

Not Existing

In case the work/service is awarded to a Joint Venture participating in the tender they have to submit VAT, PAN and Service Tax registration (as applicable in the tender and for the bidder status) on the name of the Joint Venture after Award of Work/Service at the time of execution of agreement/ before the payment of first running on account bill

मुक्तभन

Office of the Dy. General Manager

E-Procurement

P.O : Jagriti Vihar MCL, Sambalpurr, Odisha-768020

https://mcltenders.gov.in,

Ph: +91 (663) 2542695,2542230,2542264,2542100

Fax: +91 (663) 2542695



To add as third	Not existing	The Turnkey Tenders shall be dealt as per
para in Clause 8 of Chapter I		"Works" tenders with two part system and
or Onapter 1		customized NITs shall be made by user
		department as per need. If required Technical
		Parameter sheets (TPS) can be used
		additionally for these tenders. TPS can also be
		used in any other works or service tender as
		per specific requirement of the tender with the
		approval of competent authority as per clause 8
		of Chapter I of Manual of e-Procurement of
		MCL.

General:

The Corresponding changes as indicated above are also to be incorporated in the Checklists/Manual and elsewhere in the manual in accordance with the proposed changes

These amendments are applicable w.e.f. 15.06.2015 as it will require change in standard NIT conditions. The HoDs of HQ have to take necessary action for modifying the standard NITs as per Cl 8 of Chapter I of eProcurement Manual and to circulate to all concerned including Areas for implementation.

The modified manual of eProcurement incprporating the above changes shall be uploaded on the MCL's website very shortly

ये संशोधन दिनांक 15.06.2015 से लागू होंगे। इन संशोधनों को लागू करने के लिए मानक निविदा पत्रों में बदलाव की आवश्यकता होगी। ई-प्रोक्योरमेंट संहिता के अध्याय एक के उपबंध 8 के अनुसार मानक निविदा पत्रों को संशोधित करने व इसे लागू करने के लिए सभी संबंधित पक्षों व क्षेत्रों को प्रसारित करने के लिए के लिए म्ख्यालय के विभागाध्यक्षों को आवश्यक कार्रवाई करने की आवश्यकता है.

उपर्युक्त संशोधनो के साथ संशोधित ई-प्रोक्योरमेंट संहिता बह्त जल्द ही एमसीएल की वेबसाइट पर उपलब्ध कराई जाएगी

उप महाप्रबंधक(ई-प्रोक्योरमेंट)

सूचनार्थ प्रेषित :

- 1. निदेशक(तक./संचा.)/मुख्य सतर्कता अधिकारी /निदेशक(वित्त),/निदेशक(तक./यो. व परि.)/निदेशक(कार्मिक), मकोलि
- 2. निदेशक (तक. / परि) सी एम पी डी आइ एल , गोंडवाना प्लेस , कांके रोड राँची
- 3 अ.सह प्र.निदे, के तक. सचिव
- 4. महाप्रबन्धक (वित)
- 5. महाप्रबन्धक (प्रं.प्रशि.सं. व राजभाषा)
- 6.मुख्य कार्यकारी अधिकारी -एम एन एच शक्ति / एम जे एस जे
- 7. महाप्रबन्धक,प्रणाली (वेब साइट पर प्रकाशित करने के अनुरोध के साथ),
- 8. कंपनी सचिव, म को लि