

ADDENDUM NOTICE

**Addendum : Centralized Printing of Electricity Bills in the area of Pune Region of
MSEDCL (CE/BILLING/HO/PUNE REGION/T-01/2021)**

**Entire Tender document will be seen upon online purchase of Tender after Vendor Registration
(if not registered earlier).**

Bidders willing to participate in the Pre-bid meeting to be conducted by VC as per schedule will have to submit Request for participation on Email to cebillingho@gmail.com and sebillingho1@gmail.com indicating Name of Firm , Address of Firm , Name of Representative , Designation and Contact Mobile No. The Pre-bid queries if any may be mailed in advance to cebillingho@gmail.com to save time during the Pre-bid meeting.

Calendar of Events	Date & Time
Date of Tender sale opening	04.06.2021
Date & Time of Pre-Bid Meeting	21.06.2021 (through VC)
Due Date & Time of Tender Submission (E-Tendering)	15.07.2021 , 3.00 pm
Date & Time of Technical Bid opening	15.07.2021, 3.30 pm

Tender Scope of work

1. Brief Scope of Work to be carried out as per Tender.

- (i) **The Agency appointed for the Pune Region** (Successful L-1 Bidder after award of Tender) shall collect the MSEDCL designed sample of (i) LT Bill format & (ii) LT-IP Bill format (meant for Demand based and ToD tariff LT consumers) from Billing & Revenue section and develop their own printed sample which should conform to the MSEDCL specifications laid out and obtain approval before commencement of Printing of Bills.
- (ii) The Agency shall have to carry out the Printing of Bills from **Two or more** printing sites located anywhere within the Pune Region of MSEDCL provided the delivery of printed bills to concerned Subdivision is within 24 Hrs time limit specified.
- (iii) The Printing sites will be established and managed by the Agency with his own machinery , printers, Standby printers , material , manpower , Electricity , standby power supply , Internet and Information Technology , etc. (Bidder will have to submit details of convenient printing locations in their Tender Technical Bid and detail proposal for carrying out entire activity of Bill printing along with necessary documentary proof). MSEDCL reserves the right for site inspection of printing set-up before finalizing the contract or at any time thereafter as deemed fit. The work of Printing Bills has to be executed by the Agency itself and no work or part shall be sublet to subcontractor. The time to set up printing sites will be maximum 30 days after issuing Letter of Award (LOA).

- (iv) The Agency shall procure the Blank stationary required for Monthly Bill printing and maintain sufficient stock for carrying out the work during the contract period.
- (v) The Agency shall make use of **any High Speed Printing Technology capable of printing one Lakh Bills daily on one machinery adhering to printing quality.** (Details of High Speed printing Technology to be submitted by the Bidder in the Tender) .
- (vi) After the Printing of Bills within 12 Hrs , the Agency will have to sort subdivision wise/BU wise , pack and deliver the **LT consumer Bills to the concerned Subdivision of the Region** within next 12 hrs on daily basis as per given in Detailed Order. **That is total window time of 24 hrs is given from receipt of bill printing soft file till delivery of printed bills to Subdivision office** . Upon delivery of printed LT bills to concerned subdivision, Agency will obtain necessary acknowledgment to confirm and record the time of delivery.
- (vii) **Estimated Value of Tender for Pune Region of MSEDCL is as follows :-**
Total count of consumer in Pune Region is 7925563 of 159 subdivisions , Estimated cost of tender is Rs 3014.38 Lakh for three years of contract period excluding GST (Estimated per bill cost @Rs1.176 excluding GST). The number of consumers is latest approximate and it may change every month. The Average Daily Bill Printing work in Pune Region would be 79.25 Lakh consumers/20 days= 3.96 Lakhs per day.

TENDER ELIGIBILITY CRITERIA

1. INDIVIDUAL FIRM or JOINT VENTURE OF FIRMS AS BIDDER

- (i) Bidding is open to a Firm / company or a Joint venture of maximum two individual firms / companies, which meets the prescribed qualifying requirements. Joint ventures / Consortium of more than two firms shall not be permitted to participate.
- (ii) In case of Joint venture, One of the partners shall be nominated as lead partner. The lead partner shall be authorised to incur liabilities, and receive instructions for and on behalf of any and all partners of the joint venture. Execution of the contract including receipt of payment shall be done exclusively through the lead partner. Authorisation to the lead partner shall be evidenced by submitting a Joint Venture Agreement.
- (iii) In case of Joint ventures, the bid and all tender documents shall be signed either by the lead partner or both the partners of JV. However , irrespective of the fact that whether any partner of JV has signed all the bid papers or not, if bid is submitted as JV, both partners in Joint venture shall be jointly and severally liable for execution of contract as per terms and conditions of Tender.
- (iv) In case of Joint venture, One of the member of the JV firm shall be its Lead partner who shall have a majority at least 51% share of interest in the JV firm. The other member shall have a share of not less than 20%.

2. FINANCIAL ELIGIBILITY.

- (i) Individual person, firm or company intending to submit this bid must have Minimum Annual Average Turnover during last three financial years duly certified by Chartered Accountant as shown for Region as follows :-

Bidder will have to meet the Turnover requirement specified for the Region in Tender . Based on the Estimated Cost of Tender for the Region , the corresponding Minimum Annual Average Turnover (MAAT) for last 3 financial years shall be as follows :-

Region	Pune
Estimated Cost of Tender Rs .Lakhs for the Region	3014.38
M.A.A Turnover of last 3 years in Rs.Crores (30 % of Estimated cost)	9.04

- (ii) In case of JV, Lead partner and other partner should jointly and together meet Turnover requirement. Both their individual Turnover during last 3 financial years duly certified by Chartered Accountant must be submitted in the Bid.

3. TECHNICAL ELIGIBILITY :**The Bidder or Any partner in case of Joint venture**

- (i) Must have experience in field of printing of variable data on bills for consumers of any public utility which can be Government / Semi-government /Government Undertaking /Public sector unit / Private sector firm **at least for last three (03) years.**
- (ii) Must have experience in execution of orders whose Total printing work comes to **minimum Monthly Printing of Bills/documents** in last 3 financial years **equal to @15% of Total consumers in Region.** An experience of printing bills/ documents of variable data or fixed data documents like publications of books . magazines, journals , periodicals, pamphlets etc **in one month during last 3 years** taking cumulative of various orders executed in that month for Public sector and Private sector firms will be considered. Necessary documentary evidence will have to be submitted.

ADDENDUM TENDER NOTICE FOR CE/BILLING/HO/PUNE REGION .T-01/2021

Bidder will have to meet the Technical Eligibility specified for the Region in the Tender as follows:-

Region	Pune
Total No of consumers in Lakhs	79.25 Lakh consumers
Experience of minimum monthly printing of Bills /documents in any one month of last 3 years in Lakh nos equal to @15% of Total consumers in Region	11.88 Lakh consumer bills in a month

- (iii) Must have sufficient printing machinery setup and requisite office administrative set up for daily printing of consumer bills from their printing sites located within the Pune Region of MSEDCL for Tender.

Region	Pune
Total No of consumers in Lakhs	79.25 Lakh consumers
Must have sufficient set up for daily printing of consumer bills in Lakh nos. @ Total consumers in Region / 20 days	3.96 Lakh consumer bills in a day

- (iv) For delivery of Bills to Subdivision offices, **Agency may arrange own delivery manpower or hire any delivery services, providing Knowledge with Training and taking entire responsibility for the work.** If bidder does not possess its own past experience in despatch /delivery then Bidder must submit tentative plan for delivery of bills in the offer that will be carefully examined in Technical scrutiny.

If above Qualifying Requirement is met by the Bidder , then Bidder will become Qualified in the Tender . The Bidder must submit Undertaking to set up two or more printing sites within the region alongwith Offer in Tender.