

BID NOTICE



Maharashtra State Electricity Distribution Company Limited
Tender No: CGM/IT/SAP/26-27/1
Ver: 1.0

Chief General Manager (IT), on behalf of Maharashtra State Electricity Distribution Company Limited (the Employer), hereby invites sealed bids from eligible bidders for **“Appointment of Agency for SAP ERP training “**

Entire bidding document is available on MSEDCL e-Tendering Website <http://etender.mahadiscom.in> as per date indicated below. Any changes in the Bid Schedule, corrigendum etc. shall also be notified via MSEDCL’s website & E-Tendering site only. Prospective bidders are therefore requested to regularly check the websites for any updates.

TENDER ESTIMATE: Rs. 75 Lakhs /- (Excl. GST)

TENDER FEE: Rs. 5,900/- (incl. 18% GST) via ONLINE PAYMENT ONLY (Non-Refundable).

BID SECURITY (EMD): The bid must be accompanied with Bid Security for an amount equal to Indian **Rs. 75,000/- (Rs. Seventy Five Thousand only)** for covering the entire scope of work. The bid security shall be denominated in Indian Rupees only. The EMD shall be paid online on the MSEDCL e-Tender portal or in the form of e-Bank Guarantee from a Nationalised / Scheduled Bank in favour of Maharashtra State Electricity Distribution Company Ltd., payable in Mumbai. Bids without EMD shall be rejected and will not be evaluated further. The BG should be submitted to this office on or before submission date and time.

Calendar of Events Event	Date and Time
Begin Sale of RFP	20.05.2026
Date and Time of Pre-Bid Meeting (Online)	25.05.2026@ 15.00 HRS
Last Date and Time for Submission of Bids	05-06-2026@ 17:00 HRS

Pre-Bid VC link : <https://meet.google.com/iaj-xoex-vxp>

PRE-QUALIFICATION CRITERIA

Please note that a single company/firm shall meet all qualifying requirements. No joint venture or consortium is allowed. Eligibility Criteria is as per the table given below:

Sr.No	Criteria	Documents to be submitted
1	The bidder should be proprietor or Partnership or Limited Liability Partnership or single company registered / incorporated in India under companies act 1956 and 2013 with registered office in India and should have been in operation in India.	Certificate of incorporation or Memorandum & Articles of Association
2	Bidder should have existence of minimum 5 years in the field of training.	Certificate of incorporation or Memorandum & Articles of Association. In addition the bidder shall also submit following 1. Work/Training Order (oldest and latest) 2. Certification on client letterhead for completion & Performance as proof of services for above
3	Bidder should have valid PAN and GSTIN number.	Copy of relevant certificates indicating PAN number, GST Registration number.
4	Bidder should have average annual financial turnover of at least Rs. 75 Lakh for the last three audited financial years.(FY22-23, FY23-24 & FY25-26)	Annual Audited Financial Statements for FY22-23, FY23-24 & FY25-26 along with certificate from Chartered Accountant firm.
5	Bidder should have provided training to reputed Public Sector and Government sector, during preceding three years (till the date of bid submission) fulfilling any one of the following criteria: a. One similar work order/contract equivalent to at least Rs. 30 lakhs. b. Two similar work orders/contracts costing not less than Rs.37.50 Lakh each. c. Three similar work orders/contracts costing not less than Rs.60 lakh each	1. Work/Training Order 2. Certification on client letterhead for completion & Performance as proof of services for above
6	The bidder must not be under a declaration of ineligibility / banned / blacklisted by any State or Central Government / any other Government institutions in India for any reason as on last date of submission of the Bid or convicted of economic offence in India for any reason as on last date of submission of the Bid. Bidder should comply all conditions mentioned in MSEDCL POLICY & PROCEDURE FOR DEBARRING OF AGENCY (enclosed as Appendix 1).	Undertaking on the company's letterhead, as per following format: M/s (Name of the Bidder) is NEITHER under declaration of ineligibility / banned / blacklisted by any State or Central Government / any other Government institutions in India for any reason as on last date of submission of the Bid NOR convicted of economic offence in India for any reason as on last date of submission of the Bid. Also we have read and comply MSEDCL POLICY & PROCEDURE FOR DEBARRING OF AGENCY (enclosed as Appendix 1).
7	The Bidder should have relevant ISO/BSI certification	Copy of valid certification from authorized certification body
8	The bidder must possess valid SAP certification for conducting SAP training.	Copy of valid certification from authorized certification body
9.	The bidder must have a positive Net Worth in each of the last three audited financial years (2022-23,2023-24,2024-25)	Certificate from Chartered Accountant mentioning the net worth of last 3 financial years OR Audited balance sheet for last 3 financial years.

Scope of Work (refer to RFP for details of “Annexure I Scope of Work”):

The details of the scope of work for the bidder involves training of following a:

Sr No.	Description	No. of persons per Batch	No. of days
a	SAP Certified Application Associate - Material Management on S/4 HANA (TS450/TS452)	10	15
b	SAP Certified Application Associate - Financial Accounting & Controls with SAP ERP on S/4 HANA (TS4F01/TS4F02)	10	15
c	SAP Certified Application Associate - SAP S/4HANA Project Systems. (S41020 /S41021 /S41022 /S41023)	10	15
d	SAP Certified Application Associate - SAP HCM Payroll on S/4 HANA (THR10/THR12)	10	15
e	Business Processes in SAP S/4HANA Asset Management (S4130/S43100/S43200)	10	15
f	ABAP-Backend Developer S4D400 / S4D401	15	15
g	SAP Certified Technology Consultant - SAP S/4HANA System Administration-BASIS (TADM10/TADM12)	5	15
h	SAP BTP – BTP100 / CLD200 / CLD900	3	10
i	SAP PI/PO(BIT500, BIT800)	5	10

- A.** Agency should conduct SAP ERP at his/her premises in batches of participants as per the syllabus mentioned in proposal and as per standard SAP curriculum on the subjects.
- B.** Agency should provide the detail training material/ Documents/ Manuals etc. and practical assignments for all the modules in hard copy / soft copy format to the entire participant.
- C.** The above rate includes Participant’s refreshment, food(Lunch), training infrastructure including lab setup, Internet, etc.
- D.** The training should be conducted on working days (Monday to Friday 10 am to 6 pm).

Note: Bidder will ensure that a suitable training room is made available to MSEDCL staff free of charge for the duration of the Training Course.

**Chief General Manager (IT), MSEDCL,
Corporate Office, 4th floor, Prakashgad,
Plot No. G-9, Prof. A.K.Marg, Bandra(East),
Mumbai – 400051
Phone- 022-26474211
Email- mstedclertraining@mahadiscom.in**

Pre-Bid Query Format

Tender Name: “Appointment of Agency for SAP ERP training “

Tender No.: CGM/IT/SAP/26-27/1

Name of the Company:

Name of Key Person:

Key Person Contact details: Mobile: Email:

Tender Purchased: YES/NO:

RFP Section & Clause

Sr.no	Subject	RFP Section /Clause No.	RFP Clause	Query & Justification

Note:

1. The Pre-Bid Queries must be sent 24 hours before the start of the Pre-Bid meeting in the above-prescribed format only.
2. Pre-bid queries should be sent to msedclerptraining@mahadiscom.in only. Other modes of communication shall not be accepted.
3. **A copy of queries (as per the above format) should also be submitted in Microsoft Excel (*.xlsx) format.**
4. MSEDCL is not bound to reply to all queries.
5. Replies to Pre-Bid Queries shall be published on the MSEDCL e-Tender website.