



OWNER:

MAITHON POWER LIMITED

PROJECT MANAGER:

MAITHON POWER LIMITED

PROJECT:

**AMC Accounts Documents Management & Support for 2 years at Maithon Power Limited (MPL), Jharkhand
- India**

TENDER REF: MPL/ACC/RM/2026-27/ 2000094130

EXPRESSION OF INTEREST (EOI)

Enquiry reference no.: - MPL/ACC/RM/2026-27/ 2000094130
AMC Accounts Documents Management & Support for 2 years at Maithon Power Limited (MPL), Jharkhand - India
Type of Bidding: E-tendering / Two Part
Contact Details: Mr. Rudradeb Mahato - Lead Engineer-Procurement, Mobile: 9932745283, Email Id: rudradeb.mahato@tatapower.com Ms. Jayashree Choudhury - Head Contracts & Materials, Mobile: 9234550658, Email Id: choudhuryj@tatapower.com Maithon Power Ltd., (A Joint Venture Company of Tata Power & DVC), Works: Village Dambhui, P.O. Barbendia, P.S. Nirsa, District Dhanbad 828 205, Jharkhand, India

Maithon Power Limited (“Owner”) invites Expression of Interest (EOI) from interested parties for the Two-Part e-Tendering Process of following Relevant Package:

Plant Details	Description	Tender Fee	Bid Security (EMD)	Estimated total package value
2X525 MW Maithon Power Limited (MPL), Dhanbad, Jharkhand	AMC Accounts Documents Management & Support for 2 years at Maithon Power Limited (MPL), Jharkhand - India	INR 2,000/-	Rs 44,000/-	Rs. 44 Lakhs

INTRODUCTION:

Maithon Power Limited (MPL) is a 74:26 joint venture of The Tata Power Company Limited and DVC (Damodar Valley Corporation). MPL owns and operates 2x525 MW capacity, Indian coal based thermal power generation plant based on pulverized coal-based boiler technology. The generating plant is in Maithon near the city of Dhanbad in the state of Jharkhand in India. A brief overview of Owner and Site is given below:

Site Name	2 X 525 MW Maithon Thermal Power Plant
Owner	Maithon Power Limited
Project Manager	Maithon Power Limited
Site Location	<p>Maithon, Dhanbad district, Jharkhand, India, on the right bank of the river Barakar in the Nirsa-cum-Chirkunda C.D. Block of Dhanbad district, Jharkhand at a road distance of about 7.5 km from Nirsa, North of G.T. Road (N.H.2) and 10 km north of Mugma railway station on the Howrah Mughalsarai Grand Chord line of the Eastern Railway.</p> <ul style="list-style-type: none"> ➤ Latitude: 23 deg 49' - 38" N ➤ Longitude: 86 deg 45' - 41" E
Elevation Above Mean Sea Level	156 m to 177 m above Mean Sea Level
Access to Site	<ul style="list-style-type: none"> ➤ Road: About 7.5 km north of G.T. Road Nearest town is Nirsa ➤ Rail: Nearest Railway station – Mugma railway station.

1. Brief SCOPE OF WORK:

Annual Maintenance Contract for bill processing, Filing, Preservation of the documents related with ACCOUNTS Department for a period of 2 Years.

Detailed technical specifications and quantity required will be shared during the RFQ stage.

2. TENDER FEE & TIMELINES:

- a) Interested parties meeting the pre-qualification criteria specified in this document can request for Bid Document and participate in the bidding process by submitting their Expression of Interest (EOI) and credentials along with the Tender Fee not later than specified date. Request for Bid Document/EOI will not be entertained beyond the deadline may be liable for rejection.
- b) Non-Refundable Tender Fee, as indicated in table above, in the form of direct deposit in the following bank account and submit the receipt/proof of payment to the mailing addresses provided, clearly indicating the Tender Reference number, and covering note.

Details for payment of Tender Fee:	
Bank details for submitting Tender fees through bank transfer / NEFT:	Beneficiary Name – Maithon power Limited Bank Name – State Bank of India Branch Name – CAG, Mumbai (09995) Address – Neville House, 23 J. N. Heredia Marg, Ballard Estate, Mumbai-400001 Branch Code –09995 Account No – 00000031828734113 Account type – CC IFSC Code – SBIN0009995
Deadline for tender fee payment and submission of EOI:	27th May 2026

It may please be noted that all future correspondence will be strictly done only with Interested Bidders who have done the above steps in time with Authorized Person only through MPL E-Tender System.

c) Detailed Bid Document (also referred as RFQ) shall be issued through Tata Power e-tender portal (Ariba System) only to the parties that submitted a valid EOI as per terms mentioned in this document.

Bidder to note that commercials for subject tender may be conducted through e-auction. Detailed bidding and auction process shall be detailed in the RFQ / tender document.

3. BIDDER PRE-QUALIFICATION CRITERIA:

Interested parties to note that Bidder shall be required to fulfill the following conditions and submit relevant supporting documents for each of the following criteria along with the Bid. Bidder will be required to submit relevant supporting documents to demonstrate their qualification during the bid submission stage against Tender document / RFQ and bidders not found meeting the pre-qualification requirements given below will be disqualified from the tender.

3.1. TECHNICAL CRITERIA:

Bidders must fulfil the minimum technical qualifications listed below and submit relevant documentary evidence along with their technical offer. **Failure to comply will result in bid rejection.**

1. The bidder should have successfully executed and completed as a prime contractor at least one single contract related with Accounts Documents Management & Support Services, Or Any other services.
2. The bidder should have successfully completed as a prime contractor at least one single order for Accounts Documents Management & Support Services, Or Any other services of value not less than Rs. 40 Lakhs (Rupees Fifty lakhs only) during any one of the preceding four years (2022-23, 2023-24, 2024-25,2025-26) in any State government /Central government /PSU /Limited company.

3.2. FINANCIAL CRITERIA:

1. The average annual turnover of the bidder shall not be less than Rs. 0.50 Crores (Rupees fifty lakhs only) during last three financial years (2023-24, 2024-25,2025-26).

2. The financial net worth of the bidder shall be positive as per the latest audited annual report, Or Certified copy of a Practicing Chartered Accountant.

DOCUMENTS REQUIRED WITH BID FOR TECHNICAL/FINANCIAL CRITERIA

The bidder shall in his own interest, furnish complete documentary evidence to justify that he meets the 'Bidder Qualification Criteria' as given above. The bidder shall submit the following documents also along with the tender.

1. Copies of work orders issued by owner/client (Original)
2. Job Completion Certificate by owner/client (Original)

OTHER DETAILS/DOCUMENTS REQUIRED FOR QUALIFICATION:

1. Bidder shall submit valid PF, GST registrations and PAN.
2. Bidder shall furnish Annual reports containing Audited Balance sheets with Profit and Loss Accounts statements of the preceding 3 (Three) financial years along with the bid to establish Bidder's conformance to Experience and Financial Criteria mentioned above.
3. All documents furnished by the bidder in support of meeting the financial criteria of PQR shall be duly certified by a practicing Chartered Accountant (not being an employee or Director or not having any interest in the bidder's company/firm) where audited accounts are not mandatory as per law.
4. Submission of authentic documents is the prime responsibility of the Bidder.
5. MPL reserves the right of getting the documents submitted by the bidder, cross verified from the document issuing authority. Failure to meet the above Bidder Qualification Criteria will render the bid to be summarily rejected. Therefore, the bidder shall in his own interest furnish complete documentary evidence in the first instance itself along with their bids, in support of their fulfilling the Bidder Qualification Criteria as given above. MPL reserve the right to complete the evaluation based on the details furnished by the bidder, with or without seeking any additional information/ documents.

4. BID SECURITY/EMD (To be submitted along with RFQ and not with EOI):

Interested parties to note that Bidder is required to furnish a Bid Security along with their Bid (only during Bid Submission stage), as a Bank Guarantee (in the format prescribed in Bid Document) or as NEFT/RTGS/DD for the specified amount in the table. Bids not accompanied by an acceptable Bid Security shall be rejected by the Owner as being non-responsive and returned to the bidder without being opened.