

### **NOTICE FOR EXPRESSION OF INTEREST**

NPCC Limited, a schedule 'B' profit making Premier Central Public Sector Enterprise under the administrative Ministry of Water Resources, River Development and Ganga Rejuvenation was established in 1957. It is engaged in Engineering Construction, Planning, Operation and Project Management consultancy in the fields of Industrial infrastructure, Thermal, Hydroelectric, Tunneling, Railways, Highways, Surface Transport, Townships, Buildings, Dams, weirs, Barrages, Public Health, Environmental Engineering, Border Fencing & Flood Lighting Works etc.

NPCC intends to prepare a 'HR Manual' for which 'EXPRESSION OF INTEREST' is called from experienced, competent and talented individuals/ firms/ Consultants / agencies, who have executed work of similar nature in the past, having at least 3 years experience in this field. Credentials are to be submitted with the proposal. Preference will be given to those who have prepared HR Manual for PSUs. The sender should have expertise in handling the work which needs to be carried out strictly in a time bound manner, ensuring complete confidentiality, secrecy and perfection. The offer from the interested parties is to be submitted within 15 days from the date of uploading of this notice on NPCC Website. The offer should include complete details/profile of the bidder along with credentials and the amount of consultancy charges, inclusive of all taxes, for preparation of 'HR Manual'. The assigned job of submission of Final Report of HR Manual is to be completed and submitted by 24.9.2018. Stage wise payment will be released as mentioned below, hence, upon submission of:

- a) Inception Report and Presentation There of : 15%
- b) Interim Report, if any : 10%
- c) Draft Report : 25% if Interim Report submitted,  
35% if Interim Report not submitted
- d) Final Report : Balance 50%

On submission of Final Report, balance 50% as mentioned in d) above, will be paid upon acceptance/approval by the Board of Directors of NPCC Ltd. If it is not approved by the BOD, Balance payment will not be released. They have to make proper HR Manual, keeping in view the vision and mission of NPCC, apart from the Govt. guidelines and HR policies of NPCC. In case any deviations/additions/deletions/modifications from the NPCC Rules, are proposed in the HR Manual, same is to be mentioned in the Report. The Presentation of the final report will be made by the selected bidder before the management/ BOD if required.

#### **General Conditions:**

NPCC Limited takes no responsibility for delay, loss or non-receipt of the offer. NPCC Limited reserves the right to reject any or all offers without assigning any reason whatsoever. NPCC Limited also does not bind itself to accept the lowest rate. The offer should reach the office of the HOD (HR), NPCC Limited, Corporate Office, Plot No. 148, Sector-44, Gurugram, - 122003 (Haryana) Tel. Ph. No. 0124-2385223, within 15 days from the date of uploading of this notice on NPCC website.