NIT FOR WEBSITE

Government of India
Department of Atomic Energy
Directorate of Construction Services & Estate Management

PREQUALIFICATION CUM NOTICE INVITING e-TENDER

NIT No: - DCSEM/CQD/QSA/ SH-2 & ECGH/IOP/22-23/NIT/25 dtd.21.11.2022

Chief Engineer (C2), DCSEM, DAE, 3rd floor, V.S. Bhavan, Anushaktinagar, Mumbai-94 on behalf of the President of India invites online item rate tender (in two bids) from eligible contractors for the work of **"Construction of scholar hostel–cum-flatlets and upgradation of main gate Canopy and Guard House including Civil, PH, Electrical, Firefighting works at Institute of Physics (IoP), Bhubaneswar."** The details are given below.

INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING

PART A: GUIDELINES FOR E-TENDERING:-Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: https://eprocure.gov.in/eprocure/app**.**

1. REGISTRATION

1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:https://eprocure.gov.in/eprocure/app) by clicking on the link "**Online bidder Enrollment**" on the CPP Portal which is free of charge.
2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / n Code / e Mudhra etc.), with their profile.
5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

2. SEARCHING FOR TENDER DOCUMENTS

1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tender scan be moved to the respective 'My Tenders 'folder. This would enable the CPP Portal to intimate the bidders through SMS/e- mail in case there is any corrigendum issued to the tender document.
3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

3. PREPARATION OF BIDS

1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidder scan use "My Space" or ''Other Important Documents'' area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: *My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.*

4. SUBMISSION OF BIDS

1) Bids shall be submitted online only at CPPP website : https://eprocure.gov.in/eprocure/app
2) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
3) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
4) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
5) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other

accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

6) The agency shall download the pre bid clarification if any for the work and upload the same (scanned copy) duly signed and sealed. The revised documents (if any) shall be uploaded in e tender portal.

7) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the SKY BLUE coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

8) Tenders are advised to upload their documents well in advance, to avoid last minutes rush on the server or complications in uploading. DCSEM, in any case, shall not be held responsible for any type of difficulties during uploading the documents including server and technical problems whatsoever.

9) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

10) The server time (which his displayed on the bidders' dash board) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

11) Submission of the tender documents after the due date and time (including extended Period) shall not be permitted.

12) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

13) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

14) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

15) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

16) Intending Bidders are advised to visit this website regularly till closing date of submission to keep themselves updated as any change/ modification in the tender will be intimated through this website only by corrigendum / addendum/ amendment.

5. ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Help desk.

PART B: NIT DETAILS:-

1	NIT No.	**NIT No: - DCSEM/CQD/QSA/ SH-2 & ECGH/IOP/22-23/NIT/25 dtd.21.11.2022**
2	Name of work	**Construction of scholar hostel–cum-flatlets and upgradation of main gate Canopy and Guard House including Civil, PH, Electrical, Firefighting works at Institute of Physics (IoP), Bhubaneswar.**
3	Estimated cost put to tender	**Rs.2050.00 lakh**
4.	EMD	Earnest Money Deposit (EMD) of **Rs.30.50 Lakh** to be submitted in the form of Deposit at Call Receipt or Demand Draft/ Bankers Cheque or Fixed Deposit Receipt drawn in favour of 'Pay & Accounts Officer, DCSEM, Mumbai'. **OR** The bidders may submit the EMD as follows:- (i) **Rs.15.25 Lakh** will have to be deposited in the form as prescribed above **AND** (ii) Balance amount of **Rs.15.25 Lakh** in the form of Bank guarantee issued by a scheduled bank as per enclosed prescribed format. • The Bank Guarantee shall be valid for 180 days or more from the last date of online submission of Tender. • Bank Guarantee not in the prescribed format shall not be accepted. • Cash and Cheque for Earnest Money Deposit will not be accepted. • Bank name and address: State Bank of India, V.S.Bhavan, Anushaktinagar, Mumbai-400094. • IFSC code of beneficiary bank: SBIN 0001268
5	Completion period	**18 (Eighteen) Months**
6	Fee of Tender Document	Nil

7	Tender Processing Fee	Nil
8	Security Deposit	2.5% of Tendered value.
9	Performance Guarantee	3% of Tendered value.
10	Dates of availability of Tender Documents for download	**From 22.11.2022 (11:00 hrs.) to 26.12.2022 (17:00 hrs.)** on CPPP website https://eprocure.gov.in/eprocure/app NIT is also available on website www.dcsem.gov.in for view only.
11	Uploading of Pre-bid Queries	**From 23.11.2022 (11:00 hrs.) to 05.12.2022 (17:00 hrs)** on CPPP website https://eprocure.gov.in/eprocure/app **or** queries may be sent to cecqd@dcsem.gov.in
12	Start date of online submission of Tender	From **08.12.2022 (11:00 hrs.)**
13	Last date and time of closing of online submission of tenders	**26.12.2022 (17:00 hrs.)**
14	Last date for submission of original DD/FDR/BG etc. towards EMD etc.	On or before **28.12.2022** (**17:00 hrs.)** in the 'Office of EIC(QSA), 3rd Floor, V.S. Bhavan, Anushaktinagar, Mumbai -400 094'.
15	Date and time of online opening of Technical Bid.	**29.12.2022 (15:30 hrs.)** in the "Office of EIC (QSA), 3rd Floor, V.S. Bhavan, Anushaktinagar, Mumbai – 400094".
16	Date of opening of Financial Bids of qualified bidders	Will be notified at a later date

Note: Department reserves the right to accept or reject the tender(s) in full or in part, without assigning any reason thereof. Tenders with any condition including conditional rebate shall be rejected forthwith.

PART C: TENDER REQUIREMENTS FOR ELIGIBILITY:-

1.0 INITIAL CRITERIA FOR ELIGIBILITY FOR PRE-QUALIFICATION:

The applicant who fulfils the following criteria shall be considered for participation. **Joint Ventures and Consortium etc. shall not be accepted.**

Proof of registration with Government / Semi Government organizations like CPWD, MES, BSNL, Railways, State PWDs etc. in appropriate class OR having experience in execution of similar nature of works.

1.1 The applicant should have satisfactorily completed the works as mentioned below during the last **seven years ending previous day of last date of submission of tenders.**

i) Three similar works each costing not less than **Rs.820.00 lakh**

or

ii) Two similar works each costing not less than **Rs.1230.00 lakh**

or

iii) One work similar costing not less than **Rs.1640.00 lakh**

Important Notes:

a) Similar work shall mean: - Construction of RCC framed structure with general finishes including Civil, Public Health & Electrical works for Institutional/ Residential buildings, etc.

b) Cost of work shall mean gross value of the completed work including the cost of materials supplied by the Client, but excluding those supplied free of cost. This should be certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent.

c) The value of executed works shall be brought to the current costing level by enhancing the actual value of work at a simple rate of 7% per annum; calculated from the date of completion to the last date of submission of tender.

1.2 At the time of submission of tender, the applicant shall have to furnish an affidavit as under:

I/We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding in DCSEM / DAE in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee. **(Scanned copy of the undertaking duly signed & sealed on letter head of the bidder to be uploaded at the time of submission of bid).**

1.3 The applicant should have had **Average Annual financial turn over (gross) of Rs.2050.00 lakh** on construction works during immediate last three consecutive financial years ending **31st March 2022**. This should be duly audited by a Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.

1.4 The applicant **should not have incurred any loss** in more than two years during the last five consecutive immediate financial years ending **31st March 2022** duly certified by the licensed Chartered Accountant.

1.5 The bidding capacity of the contractor should be equal to or more than the cost of the work. The bidding capacity shall be worked out by the following formula: Bidding Capacity = A x N x 2 – B

Where,

A= Maximum turn over in construction works executed in any one year during the last five years taking into account the completed as well as works in progress. The value of executed works shall be brought to current costing level by enhancing the actual value of works at a simple rate of 7% per annum from date of year ending to the last date of submission of tender.

N= Number of years prescribed for completion of work.

B = Value of existing commitments and ongoing works to be completed during the period of completion of work for which tender has been invited.

1.6 The applicant should have **Solvency of Rs.820.00 lakh** certified by his bankers.

1.7 The applicant should own construction equipment as per list required for the proper and timely execution of the work. Else, he should certify that he would be able to manage the equipment by hiring etc. and submit the list of firms from whom he proposes to hire.

1.8 The applicant's performance for each work completed in the last seven years should be certified by an officer not below the rank of Executive Engineer or equivalent.

1.9 The applicant should have sufficient number of Technical and Administrative employees for the proper execution of the contract. The applicant should submit list of well qualified and experienced Engineers and Supervisors stating clearly how those would be deployed for execution of works.

1.10 List of works in hand & List of similar works carried out by them for last 7 years indicating; i) Agency for whom executed, ii) Value of work, iii) Completion time as stipulated and actual, or present position of the work.

1.11 List of construction plant, machinery, equipment's, accessories & infrastructure facilities possessed by the agency to complete the work in time.

1.12 List of technical staff they possess and proposed to deploy for the work.

1.13 Certificates: (Scanned copy of original certificates to be uploaded)

i. **Registration certificate, if any**

ii. **Certificates of Work Experience / Performance Certificates**

iii. **GST (Goods and Services Tax) Registration Certificate**

iv. **PAN (Permanent Account Number) Registration**

v. **EPFO registration certificate**

vi. **ESIC registration certificate**

vii. **BOCW Welfare Board registration certificate**

2. The intending bidder must read the terms and conditions as per "SECTION –1: NOTICE INVITING TENDERS" OF **"CONDITIONS AND CLAUSES OF CONTRACT – 2008"** carefully. **He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.**

Department reserves the right of Non-consideration of Tender documents of the agencies who are not fulfilling the NIT stipulations and / or having adverse report on the works carried out by them in the past.

3. Information and Instructions for tenderers posted on website shall form part of tender document.

4. The tender document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website CPPP site https://eprocure.gov.in/eprocure/app free of cost.

It is the responsibility of the tenderer to submit the EMD (hard copy) duly sealed and signed in the "Office of EIC (QSA), 3rd Floor, V.S.Bhavan, Anushaktinagar, Mumbai-400094." on or before prescribed time & date of submission.

OBTAINING OF STANDARD DOCUMENTS: In addition to the above, the prospective agencies shall be required to possess following documents with them separately, which shall form part of Tender Documents for this work. These documents can be downloaded from the DCSEM's website www.dcsem.gov.inor can be purchased separately on payment of prices indicated. In case the agencies already possess these standard documents with them, the same need not be downloaded/ purchased again.

Printed books are available at the "Office of the EIC (QSA), 3rd Floor, V. S. Bhavan, Anushaktinagar, Mumbai – 400 094". Payment for the same can be made in cash or in the form of DD drawn in favour of "Pay and Accounts Officer, DCSEM" payable at Mumbai as indicated below:

i)	Conditions and Clauses of Contract (CCC) – 2008	Rs.50/- per book
ii)	Specifications for Civil Works – 2015	Rs.500/- per book
iii)	Specifications for PHE Works – April- 2008	Rs.100/- per book

5. The bid can only be submitted after uploading the mandatory scanned documents such as Banker's Cheque or Account payee Demand draft or Fixed Deposit Receipts or insurance surety bonds of any Commercial bank and Bank Guarantee of any Commercial Bank towards EMD in favour of **"PAY AND ACCOUNTS OFFICER, DCSEM, MUMBAI"** and other documents as specified.

6. On opening date, the contractor can login and see the bid opening process.

7. **Certificate of Financial Turn Over:** At the time of submission of bid, contractor may upload **Undertaking** / Certificate from CA mentioning Financial Turnover of last 3 years or for the period as specified in the bid document.

8. **PRICE BID : Schedule of price bid would appear in the form of BOQ_XXXX .xls**

The Financial Proposal/Commercial bid / BoQ format is provided as BoQ_XXXX.xls along with this tender document at https://eprocure.gov.in/eprocure/app. Bidders are advised to download this BoQ_XXXX.xls as it is and quote their offer/rates in the permitted column and upload the same in the commercial bid. **Bidder shall not tamper/modify downloaded price bid template in any manner**. In case if the same is found to be tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business.

Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in **SKY BLUE** colour. While selecting any of the cells a warning appears **to mandatorily fill all such cells with any value, including "0" (ZERO).**

9. In the case of bids in two / three stage system and if it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.

10. The Department reserves the right to accept **/** reject any prospective application without assigning any reason thereof.

11. Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them, through a Technical Evaluation Committee of experts, constituted by DCSEM. The performance report from the executing authority shall also be considered for short listing.

12. If the information furnished by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering / taking up works in DCSEM.

Note: **Prospective agencies shall satisfy themselves of fulfilling all the NIT criteria before submission of tender. Department reserves the right of non-consideration of tender of the agencies not fulfilling the stipulated criteria.**

13. Minimum requirements of Technical Staff for this work furnished as under which shall be assessed for evaluation.

Sl. No.	Minimum Qualification of Technical Representative	Disci-pline	Designation (Principal Technical / Technical representative)	Min. Exp. In yrs.	No.	Rate at which recovery shall be made from the contractor in the event of not fulfilling provision of clause 36(i).
1.	Graduate Engineer	Civil	Project Manager *(having experience of one similar nature of work)*	20	1	Rs.60,000.00 per month
2.	Graduate Engineer	Civil	Deputy Project Manager *(having experience of one similar nature of work)*	12	1	Rs.40,000.00 per month
3.	Graduate Engineer/ Diploma Engineer	Civil/ Elect.	Project/ Site Engineer	5/10	1+1	Rs.25,000.00 per month per person
4.	Graduate Engineer/ Diploma Engineer	Civil/ Elect.	Project Planning/quality/ billing Engineer	2/5	1+1	Rs.15,000.00 per month per person

13.1. The applicant shall submit/upload supporting document declaring present staff strength of full time nature, with their qualification, experience and present position held etc.

14.0 **EVALUATION CRITERIA FOR PRE-QUALIFICATION**

14.1 For the purpose of pre-qualification, applicants will be evaluated in the following manner:

14.1.1 The initial criteria prescribed above in respect of experience of similar class of works completed, bidding capacity and financial turn over etc. will first be scrutinised and the applicant's eligibility for pre-qualification for the work be determined.

i)	Financial strength (Form 'A' & 'B')	:	Maximum 20 Marks
ii)	Experience in similar nature of Work during last seven years (Form 'C')	:	Maximum 20 Marks
iii)	Performance on works (Form 'D')-Time over run	:	Maximum 20 Marks
iv)	Performance on works (Form 'E')-Quality	:	Maximum 15 Marks
v)	Personnel and Establishment (Forms 'F' & "G")	:	Maximum 10 Marks
vi)	Plant & Equipment (Form 'H')	:	Maximum 15 Marks
	Total	:	100 Marks

To pre-qualify, the applicant must secure at least fifty percent marks in each and sixty percent marks in aggregate.

DCSEM, however, reserves the right to restrict the list of pre-qualified contractors to any number deemed suitable by it.

Note: - The break-up of above scoring method is indicated in the table below:

Sl.No.	Attributes		Evaluation				
(a)	Financial strength (i) Average annual turnover (ii) Solvency Certificate	(20 marks) 16 marks 4 marks	i) 60% marks for minimum eligibility ii) 100% marks for twice the minimum eligibility criteria or more In between (i) & (ii) - on prorate basis				
(b)	Experience in similar class of works	(20 marks)	(i) 60% marks for minimum eligibility criteria (ii) 100% marks for twice the minimum eligibility criteria or more In between (i) & (ii) - on prorate basis				
(c)	Performance on works (time over run)	(20 marks)					
	Parameter	Calculation for point	Score				Max Marks
	(i) Without levy of compensation (ii) With levy of compensation (iii) Levy of compensation not decided	If TOR =	1.00 20 20 20	2.00 15 5 10	3.00 10 0 0	>3.50 10 (-)5 0	20

TOR = AT /ST, where AT = Actual Time; ST = Stipulated Time		
Note: Marks for value in between the stage indicated above is to be determined by straight line variation basis.		
(d)	Performance on works (Quality)	(15 marks)
	(i) Very Good (ii) Good (iii) Fair (iv) Poor	15 10 5 0
(e)	Personnel and Establishment	(Max. 10 marks)
	(i) Graduate Engineer (ii) Diploma Engineer (iii) Supervisor / Foreman	3 marks for each 2 marks for each upto Max.4 marks 1 mark for each upto Max. 3 marks
(f)	Plant & Equipment	(Max. 15 marks)
	(i) Concrete Mixer (ii) Truck / Tippers / Transit mixer (iii) Steel shuttering iv) Dozer v) Excavator vi) Road Roller/ Vibratory road roller vii) Building hoist viii) Tower crane ix) Bar Cutting Machine x) Polishing machine	1 marks for each upto Max.2 marks 1 marks for each upto Max.2 marks 2 marks for each 800 sqm upto max 4 marks 2 marks for each upto Max.4 marks 2 mark for each upto Max. 4 marks 1 marks for each upto Max.2 marks 2 mark for each upto Max. 4 marks 2 mark for each upto Max. 4 marks 1 mark for each upto Max. 2 marks 1 mark for each upto Max. 2 marks

14.2 Even though an applicant may satisfy the above requirements, he would be liable to disqualification if he has:

(a) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the pre-qualification document.

(b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures /weaknesses etc.

14.3 DCSEM reserves the right to reject the applications of the agencies who are not fulfilling the NIT stipulations and/or having adverse report on the works carried out by them in the past.

15. **Financial information**

Applicant should furnish the following financial information:

Annual financial statement for the last five year in (Form "A") and solvency certificate in (Form "B")

16.0 **Experience in works (highlighting experience in similar works)**

16.1 Applicant should furnish the following:

(a) List of all works of similar nature successfully completed during the last seven years in (Form "C").

(b) List of all the projects under execution or awarded in (Form "D").

16.2 Particulars of completed works and performance of the applicant duly authenticated/certified by an officer of the client not below the rank of Executive Engineer or equivalent should be furnished separately for each work completed or in progress in (Form "E").

16.3 Information in (Form "D") should be complete and no work should be left out.

17. **Organization information**

Applicant is required to submit the information in respect of his organization in Forms "F" & "G".

18. **Construction plant and equipment**

Applicant should furnish the list of construction plant and equipment including steel shuttering, centering and scaffolding to be used in carrying out the work (in Form "H"). Details of any other plant & equipment required for the work not included in Form "H" and available with the applicant may also be indicated. Preference shall be given to the agencies adopting green building norms and modern technologies in construction practices.

19. **Letter of transmittal**

The applicant should submit the letter of transmittal attached with the documents.

20. **Short listing the agencies**

Technical Evaluation Committee of experts, constituted by DCSEM shall verify the credentials submitted by the agencies and prepare preliminary evaluation reports. The Committee shall inspect the works of those agencies who qualify in preliminary evaluation. The committee shall recommend the agencies for pre-qualification by awarding marks on inspection of works on above criteria.

After completing the evaluation process a list of short listed agencies shall be prepared. The further tendering process for the work shall be carried only through the qualified and technically acceptable agencies

21. **Award criteria**

21.1 The employer reserves the right, without being liable for any damages or obligation to inform the applicant, to:

(a) Amend the scope and value of contract to the applicant.

(b) Reject any or all the applications without assigning any reason.

21.2 Any effort on the part of the applicant or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

INFORMATION REGARDING ELIGIBILITY

LETTER OF TRANSMITTAL

From:- _____

To,

Chief Engineer (C-2),
DCSEM, 3rd Floor, V.S. Bhavan,
Anushaktinagar, Mumbai – 400 094

Subject:- Construction of scholar hostel–cum-flatlets and upgradation of main gate Canopy and Guard House including Civil, PH, Electrical, Firefighting works at Institute of Physics (IoP), Bhubaneswar.

Sir,

Having examined the details given in pre-qualification tender notice and pre-qualification document for the above work, I/We hereby submit the pre-qualification document and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed Forms "A" to "H" and accompanying statements are true and correct.

2. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.

3. I/We submit the requisite certified solvency certificate and authorise the Chief Engineer (C1), DCSEM to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/We also authorise DCSEM officials to approach individuals, employers, firms and corporation to verify our competence and general reputation.

4. I/We submit the following certificates in support of our suitability, technical know-how and capability for having successfully completed the following works:

S. No.	Name of work	Certified by/from

Enclosures. 1.

2.

Date of submission:

FORM 'A'

FINANCIAL INFORMATION

I. **Financial Analysis** - Details to be furnished duly supported by figures in balance sheet/ profit and loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be scanned & uploaded).

Particulars	**Financial Year**				
	2017-18	2018-19	2019-20	2020-21	2021-22
i) Gross Annual turnover on construction work					
ii)Profit/Loss					
iii) Certified by					

II. **Financial arrangements for carrying out the proposed work.**

III. **The following certificates are Scanned & uploaded:**

(a) Profit & Loss account certified by CA & as submitted to Income Tax Department.

(b) Solvency Certificate from bankers of applicant in the Form 'B'.

Signature of Chartered Accountant with seal

FORM "B"

FORM OF BANKER'S CERFIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information that M/s. _____ (with address) a customer of our bank are / is respectable and can be treated as good for any engagement upto a limit of Rs. _____ (Rupees _____).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)

For the Bank

NOTE: (1) Bankers certificates should be on letter head of the Bank.

(2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

FORM 'C'

DETAILS OF ALL SIMILAR WORKS COMPLETED IN ALL RESPECTS DURING THE LAST SEVEN YEARS ENDING PREVIOUS DAY OF LAST DAY OF SUBMISSION OF TENDER

SN	Name of work /project and location	Owner or sponsoring organisation	Cost of work Rupees (in Lakhs)	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation /arbitration pending /in progress with details*	Name & Address / Phone No. of officer to whom reference may be made.	Remarks
1	2	3	4	5	6	7	8	9	10

* Indicate gross amount claimed and amount awarded by the Arbitrator.

Notes:-

i) Applicant may submit separate form for giving details of work (completed) for each year to fill up the details as above. Separate sheets if any shall be numbered in sequence.

ii) The scanned copies of the work orders for each work be uploaded. BOQ shall be furnished at a later date on request.

iii) Certified that the above list of works is complete and no work has been left-out and the information given is correct to my knowledge and belief.

iv) **The hard copy all similar works completed during last seven years ending on previous day of last day of submission of tender shall also be submitted on or before due date.**

FORM 'D'

DETAILS OF ALL WORKS OF ANY NATURE UNDER EXECUTION OR AWARDED
(No works shall be left out)

Sr. No.	Name of work /project and location	Owner or sponsoring organisation	Cost of work Rupees (in Lakhs)	Date of commencement as per contract	Stipulated date of completion	Up to date percentage progress of work	Slow progress if any and reasons thereof	Name & Address / Phone No. of officer to whom reference may be made.	Rem-arks
1	2	3	4	5	6	7	8	9	10

Note:-

i. Applicant may submit separate form for giving details of each project (in progress/awarded) and fill up the details as above. Separate sheets if any shall be numbered in sequence.

ii. The scanned copies of the work orders for each work be uploaded. BOQ shall be furnished at a later date on request.

iii. Certified that the above list of works is complete and no work has been left-out and the information given is correct to my knowledge and belief

iv. The hard copy all works of any nature in hand and awarded shall also be submitted on or before due date. No works shall be left out.

FORM 'E'

PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "C" & "D"

(Separate certificate for each work/ Project)

1. Name of work/Project & Location
2. Agreement No.
3. Estimated Cost
4. Tendered Cost
5. Date of start
6. Date of completion
   - (i) Stipulated date of completion
   - (ii) Actual date of completion
   - (iii) Present position of work, if in progress.
7. Amount of compensation levied for delayed completion, if any.
8. Amount of reduced rate items, if any.

9. Performance Report.

(1)	Quality of work	Very Good/Good/Fair/Poor
(2)	Financial soundness	Very Good/Good/Fair/Poor
(3)	Technical Proficiency	Very Good/Good/Fair/Poor
(4)	Resourcefulness	Very Good/Good/Fair/Poor
(5)	General behaviour	Very Good/Good/Fair/Poor
(6)	Time Consciousness	Very Good/Good/Fair/Poor

Dated:

Executive Engineer or equivalent
Signature with Seal

FORM 'F'
STRUCTURE & ORGANISATION

1 Name & Postal Address of the applicant:

2 Telephone No./Telex No./Fax No.

3 Legal status of the applicant (Please tick and attach attested copies of original document defining the legal status)

(a) An individual; (b) A proprietary firm; (c) A firm in partnership

(d) A limited company or Corporation

4 Particulars of registration with various Government bodies (scanned & uploaded photocopy)

Dept./Organisation & Place of registration — Registration No.

1.

2.

5 Names and Titles of Director & Officers with designation proposed to be concerned with this work

6 Designation of individuals authorised to act for the organisation

7 Was the applicant ever required to suspend construction for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work.

8 Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.

9 Has the applicant, or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organisation at any time? If so give details.

10 Has the applicant, or any constituent partner in case of partnership firm , ever been convicted by a court of law? If so, give details.

11 In which fields of Engineering construction the applicant has specialisation and interest?

12 Any other information considered necessary but not included above.

FORM 'G'

DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THIS WORK

S. .No.	Name	Designation	Qualific-ations	Professional experience and details of work carried out	How these would be involved in this work	Remarks
1	2	3	4	5	6	7

FORM 'H'

DETAILS OF CONSTRUCTION PLANT AND EQUIPMENT LIKELY TO BE USED IN CARRYING OUT THIS WORK

Sr. No	Name of Equipment/ Plant	Nos	Capa-city or Type & make	Age	Condition	Ownership status				Current Location	Rem-arks
						Prese-ntly owned	Lea-sed	To be purch-ased	Prpose d to be hired		
1	2	3	4	5	6	7	8	9	10	11	12
1	**Earth moving equipment** Excavators(various sizes) Dozer										
2	**Equipment for concrete work & Road** 1.Concrete batching plant 2.Concrete pump 3.Concrete transit mixer 4.Concrete mixer 5.Needle vibrator 6.Curing pumps (various capacities) 7. Roller										
3	**Other Equipments** 1. Bar bending machine 2. Bar cutting machine 3. Drilling machine 4. Welding generators 5. Welding transformers 6. M.S.pipes 7. Shuttering 8. Scaffolding 9. Grinding/Polishing machines										

4	**Testing Equipments** 1. Cube Testing 2. Sieve analysis 3. Ultrasonic test 4. Silt test 5. Micron gauger 6. Moisture Metre 7. Any other										
5	**Equipment for transportation** 1. Tippers 2. Trucks 3. Water tankers										
6	**Pneumatic equipment** 1.Air compressors (diesel) 2. Air Compressors (Elect)										
7	**Dewatering equipment** 1.Pump										
8	**Any other plants/equipments**										

PART D: LIST OF DOCUMENTS TO BE SCANNED & UPLOADED

1 **Financial Turn Over certified by CA**

2 **Profit & Loss statement certified by CA**

3 **Latest Bank Solvency Certificate**

4 **List of similar works completed in last 7 years indicating: i) Agency for whom executed ii) Value of Work, iii) Stipulated and actual time of completion.**

5 **List of works in Hand indicating: i) Agency, ii) Value of Work, iii) Stipulated time of completion / present position, iv) Bidding capacity calculation.**

6 **List of Construction Plants and Machinery**

7 **List of Technical Staff**

i) **Certificates:**

ii) **Registration certificate, if any**

iii) **Certificates of Work Experience / Performance Certificates**

iv) **GST (Goods and Services Tax) Registration Certificate**

v) **PAN (Permanent Account Number) Registration**

vi) **EPFO registration certificate**

vii) **ESIC registration certificate**

8 **BOCW Welfare Board registration certificate**

9 **Undertaking that the eligible similar work(s) have not been executed through another contractor on back to back basis**

10 **FDR of any Commercial Bank against EMD**

11 **Bank Guarantee of any Commercial Bank against EMD (if any).**

12 **Undertaking for having gone through the documents as per Technical Bid.**

13 **Undertaking for downloaded the Pre-bid clarifications issued by the Department as indicated in the Technical Bid.**
(Scanned copy of original certificates to be uploaded)

14 **Tender Acceptance Letter as per Annexure-I.**