

APPENDIX 'A' TO NOTICE INVITING TENDER (NIT)

1.	Name of work	<u>OUTSOURCING OF ESSENTIAL SERVICES FOR DAY TO DAY MAINT & ATTENDING OF B/R & E/M COMPLAIN AT AF STN BAREILLY UNDER GE (AF) IZATNAGAR</u>
2.	Estimated cost	Rs. 60.00 lakhs (At Par market)
3.	Period of completion	11 Months
4.	Cost of tender documents	Rs 1000/- of DD from any schedule Bank in favour of GE AF Izatnagar and payable at Bareilly.
5.	Website/portal address	www.defproc.gov.in
6.	Type of contract	The tender shall be based on drawings and specifications (IAFW-1779 "A") and GCC (IAFW-2249) with Schedule 'A' (list of items of work) to be priced by tenderer.
7.	Information and details	
	(a) Tender Publishing date	Refer Critical dates
	(b) Bid submission start date	Refer Critical dates
	(c) Bid submission end date	Refer Critical dates
	(d) Date of bid opening	Refer Critical dates
8.	Eligibility Criteria :-	
	(a) For MES Enlisted Contractors	All contractors enlisted with MES in Class C and above and category a(i)/d(v) subject to the remarks wrt performance in respect of Wks in hand reflected in workload return (WLR) circulated by competent engineer authority. Refer Note-below.
	(b) For Contractors not enlisted with MES	(a) The firms not enlisted with MES shall meet the enlistment criteria of C Class MES contractors and category a(i)/d(v) i.e with regard to having satisfactorily completed requisite value of similar nature of works i.e outsourcing of man power, Annual turnover, Solvency, working capital, immovable property/fixed assets, T&P, Engineering establishment, no recovery outstanding in any Govt Department, Police verification/Passport etc. As per enlistment criteria given in Para 1.4 & 1.5 of section 1 of Part I of MES Manual on Conatracts-2007 (Reprint 2012) as available in all MES formations. (b) These firms shall also submit copy of Police verification from police authority of the area where the registered of the firm is located/notarized copy of valid passport of proprietor/each partner/each Director. (c) They should not carry adverse remarks in WLR/or any other similar report of any authority.
	(c) For All Contractors	Contractor will not be allowed to execute the work by subletting or through power of attorney holder on his behalf to a third party/another firm except sons/daughters/supose of proprietor/partner/Director and firm's own employees, Director, Project Manager. This shall be subject to certain conditions which will be prescribed in the NOT forming part of the tender documents.
9.	Tender issuing and Accepting Officer	Commander Works Engineer (AF) Izatnagar, Bareilly-243002.
10.	Executing Agency	GE AF Izatnagar
11.	Earnest Money	Rs 1,15,000/- in favour of GE AF Izatnagar

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(a) Contractor one class below may also bid for this tender. Their application shall be considered subject to fulfillment of other eligibility criteria given in NIT when number of applicants of eligible class qualifying for the tender are less than 7 (seven).

(b) In case number of eligible class contractors satisfying the eligibility criteria give in NIT are 7 or more than 7, application of one class below the eligible class shall not be considered except those who have previously completed similar works satisfactorily and are meeting the criteria of upgradation in respect of past experience and/ or average annual turnover as applicable and financial soundness (solvency/ financial soundness and working capital) provided the value of work is less than twice the tendering limit of such contractors. Contractors one class below the eligible class may upload necessary documents wrt works experience and financial soundness in cover 1 of tender (T bid).

(c) (i) Applications/ bids not accompanied by scanned copies of requisite DD/Bankers Cheque towards cost of tender and earnest money (as applicable) shall not be considered for validation of 'T' bid and their finance bids will not be opened.

(ii) Contractors should ensure that their original DDs and earnest money (as applicable) are received within 05 days of bid submission end date.

(iii) In case of applications/ bids from enlisted contractors of MES, where scanned copies of requisite DD/ Bankers Cheque towards cost of tender has been uploaded but physical copies are not received by the stipulated date, their finance bids will be opened. However non-submission of physical copies of cost of tender shall be considered as willful negligence of the bidder with ulterior motives and such bidder shall be banned from bidding for a period of six months commencing from the date of opening of finance bid (cover 2).

(iv) In case of applications/ bids from un enlisted contractors, where scanned copies of requisite DD/ Bankers Cheque towards cost of tender has been uploaded but physical copies in original are not received by the stipulated date, finance bids will not be opened. Name of such contractors along with complete address shall be circulated for not opening their bids for a period of six months commencing from the date of opening of finance bids (cover 2).

(v) In case of applications/ bids (enlisted contractor as well as unenlisted contractor) where scanned copies of requisite Earnest money (as applicable) and other relevant documents in original were uploaded but the same are not received in physical form within stipulated time, such bids shall not qualify for opening of finance bid (cover 2).

(d) Contractors may note that they shall not be loaded beyond their tendering limit as under :-
(aa) In case contractor of eligible class are selected for issue of tender : 4 to 5 times the tendering limit.
(bb) In case of one class (two class in case of remote and difficult area as the case may be) contractors are selected for issue of tender : 6 to 7 times
(cc) In case of un enlisted contractors: 2 times the upper tendering limit of class for which contractor meets the criteria for enlistment.

(e) In case any deficiency is noticed, in the documents required to be uploaded by the tenderers as per NIT, after opening of cover 1 (T bid) and during technical bid evaluation, a communication in the form of e-mail/ whatsapp/ sms/ speed post etc. shall be sent to contractor to rectify the deficiency within a period of 7 days from date of communication failing which financial bid (cover-2) shall not be opened and contractor shall not have any claim on the same.

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- (f) Contractors enlisted with MES will upload following documents for checking eligibility :-
- (i) Application for bid in firm's letter head.
 - (ii) Enlistment letter
 - (iii) Scanned copy of DD of cost of tender
 - (iv) Scanned copy of GSTIN registration No.
 - (v) Scanned copy of EPFO Code No.
- (g) Contractors not enlisted with MES will be required to upload necessary documents to prove their eligibility for enlistment in eligible class & category of work, including Affidavit for no recovery outstanding. List of documents required for enlistment in MES has been given in para 1.5 of section 1 of Part I MES Manual on Contractors 2007 (reprint 2012). Following documents shall also be uploaded amongst others :
- (i) Details of three highest valued similar nature of works (outsourcing of man power and electrical works) executed during last five years, financial year-wise in tabular form giving name of work, Accepting Officer's details, viz, Address, Telephone, Fax No. E-mail ID etc, date of acceptance of tender and actual date of completion. This shall be duly signed by proprietor/ all partners/ authorized Director of Pvt/ Public Ltd, as applicable. It should indicate whether extension was granted or compensation was levied. Attested copy of acceptance letter and completion certificate shall be levied. Attested copy of acceptance letter and completion certificate shall be enclosed of each work. In case performance report has given by the client same shall also be submitted duly attested.
 - (ii) Solvency certificate and working Capital Certificate issued by scheduled bank.
 - (iii) Annual turnover certificate for last 2 years issued by Chartered Accountant along with relevant pages of audited balance sheets in support thereof.
 - (iv) Affidavits for possession of movable & immovable properties by proprietor/ partner owning the immovable property along with Valuation Certificate from Regd Valuer in support of movable & immovable properties. In case of Limited Company, the immovable property is required to be in the name of the Company.
 - (v) In addition, the un-enlisted contractors shall also furnish affidavit on non-Judicial stamp paper in the form of hard copy declaring their turnover for last 2 (Two) years.
 - (vi) Scanned copy of DD of cost of tender (tender fee) and earnest money.
- (h) In case of rejection of technical/ prequalification bid, contractor may appeal to next higher Engineer authority i.e i.e HQ Chief Engineer (AF) Allahabad on email cezafa2@nic.in or allahabadengrs@gmail.com against rejection, whose decision shall be final and binding. However contractor/ bidder shall not be entitled to any compensation whatsoever for rejection of technical/ prequalification bid.
- (j) Court of the place from where tender has been issued shall alone have jurisdiction to decide any dispute out of or in respect of this tender. After the acceptance of tender, Condition 72 – Jurisdiction of courts of IAFW-2249 shall be applicable.
- (k) Uploading of copy of provident fund code number in addition to other documents is mandatory. The contractor not in possession of this No. shall be disqualified in "T" bid evaluation and his finance bid shall not be opene
- (l) It is mandatory for the Contractor to make payment of ESI and GST as applicable irrespective of the rates quoted. In order to ensure correct payment of ESI & GST by the Contractor following procedure shall be adopted during execution :-
- (i) ESI @4.75% and GST @ 16% on the work done amount shall be kept reserve in running payment bills/ Final bills due for payment (2% GST will be recovered by GE at source).
 - (ii) The amount so retained shall be reimbursed/ released in subsequent RAR's/ final bill on submission of documentary proof/ evidence of payment of ESI and GST as applicable.
- (m) The rates quoted for ESI and GST shall be as applicable including over heads and profits.

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(n) Any bidder quoting the rates equal or lower than the minimum wages such bidder shall be considered as non-bonafide and liable for rejection.

(o) However the tenderer shall verify the ESI, EPF, GST and minimum wages for various categories prevailing at the time of submission of tender and shall quote the unit rates accordingly.

(p) Payment of EPF to the workers employed shall be as per Min wages Act & EPF rules, after obtaining UAN for payment of EPF.

(q) The unit rate quoted shall be deemed to inclusive necessary leave reserve, weekly off to the workers all as per Min wages Act.

Signature of Contractor

(PCS Rao)
EE (QS&C)
DCWE (Contracts)
for Accepting Officer

81167 / 04 /E8
Commander Works Engineers (AF)
Izatnagar Bareilly-243002

19 Dec 2018