

MILITARY ENGINEER SERVICES**APPENDIX 'A' TO NOTICE INVITING TENDER (NIT)**

1.	Name of Work	ANNUAL MAINTENANCE WORKS OF NCC DIRECTORATE BUILDING AND OFFICERS MESS UNDER GE CHENNAI
2.	Estimated Cost	Rs.3.50 lakh (At par market)
3.	Period of completion	2½ (TWO AND HALF) Months
4.	Cost of tender documents	Rs.300/- in the shape of DD/Bankers cheque from any Schedule Bank in favour of ' GE Chennai ' payable at Chennai
5.	Website / Portal address	www.defproc.gov.in , and www.mes.gov.in
6.	Type of contract	The tender shall be based on item rates and specifications, IAFW-1779A & IAFW-2249 and Schedule 'A' (List of items) rates to be quoted by the tenderer.
7.	Information & Details: (a) Bid submission start date (b) Bid submission end date (c) Date of Bid opening	Refer web portal for critical dates
8.	Eligibility Criteria	
	(A) For MES enlisted contractors	All contractors enlisted with MES in Class ' E ' and above and Category a (i) subject to the remarks wrt performance in respect of works in hand reflected in Work Load 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 'E' Class MES contractors and category a(i) i.e. with regard to having satisfactorily completed requisite value works, 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 and 1.5 of Section 1, Part I:(Pre contract stage) of MES Manual on Contracts – 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 office of the firm is located / Notarised copy of valid Passport of Proprietor / Each Partner / Each Director. (c) Firm 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 / spouse 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 NIT forming part of the tender documents.
9.	Tender issuing and Accepting Officer	GARRISON ENGINEER, GE CHENNAI
10.	Executing Agency	GE Chennai
11.	Earnest Money	Rs.7,000/- in favour of ' GE Chennai ' payable at Chennai

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APPENDIX 'A' TO NOTICE INVITING TENDER (NIT) contd..**NOTES:**

- (a) In case number of eligible class contractors satisfying the eligibility criteria given in NIT are 07 or more than 07 (Seven), 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 up gradation 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).
- (b) (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 financial 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 unenlisted contractors, 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, finance bids will not be opened. Name of such contractors along with complete address shall be circulated for not opening of their bids for a period of six months commencing from the date of opening of finance bid (cover 2).
- (v) In case of applications/bids (enlisted contractor as well as unenlisted contractor) where scanned copies of requisite **Earnest money** (as applicable) 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).
- (c) Contractors may note that they shall not be loaded beyond their tendering limit as under:-
- (i) In case contractors of eligible class are selected for issue of tender : 4 to 5 times the tendering limit.
- (ii) 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.
- (iii) In case of unenlisted contractors : 2 times the upper tendering limit of class for which contractor meets the criteria for enlistment.
- (d) 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 evaluation, a communication in the form of E-mail / Whatsapp / SMS / Speed Post etc., shall be sent to the 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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APPENDIX 'A' TO NOTICE INVITING TENDER (NIT) contd..

- (e) Contractors enlisted with MES will upload following documents for checking eligibility:-
- (i) Application for bid on Firm's letter head
 - (ii) Scanned copy of Enlistment letter
 - (iii) Scanned copy of DD towards cost of tender
 - (iv) Scanned copy of GST Registration Number
 - (v) Scanned copy of Provident Fund code number
- (f) Contractors not enlisted with MES will be required to upload the necessary documents to prove their eligibility for enlistment in eligible class & category of work, including Affidavit for no recovery outstanding. List of document required for enlistment in MES has been given in Para 1.5 of section 1 of Part I of MES Manual on Contracts 2007 (Reprint 2012). Following documents shall also be uploaded amongst others:-
- (i) Details of three highest valued similar nature of 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 the 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 enclosed of each work. In case performance report has been 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 and immovable properties by proprietor/partner owning the immovable property along with valuation certificate from Registered Valuer in support of movable and 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 02 (Two) years.
 - (vi) Scanned copy of DD of cost of tender and earnest money.
 - (vi) Scanned copy of GST Registration Number
 - (vii) Scanned copy of Provident Fund code number
- (g) In case rejection of technical/prequalification bid, contractor may appeal to next higher Engineer authority i.e Commander Works Engineers, Chennai on E-mail : cwechennai@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.

No : 8346/ 02 /E8

Date: Dec 2018

Signature of Contractor

(M S Virk)
Major
Garrison Engineer