

**APPENDIX 'A' TO NOTICE INVITING TENDER (NIT)**

|     |                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of Work                              | Periodical services to certain bldgs in (Zone-I) at Umroi Mil Stn under GE Umroi                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2.  | Estimated Cost                            | Rs 15.00 Lakhs (At Par Market)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 3.  | Period of completion                      | 6 Months (180 days)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 4.  | Cost of tender documents                  | Rs. 500/- in the shape of DD/Bankers cheque from any schedule Bank in favour of GE Umroi payable at Umroi.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 5.  | Website/portal address                    | <a href="http://defproc.gov.in">http://defproc.gov.in</a> and <a href="http://www.mes.gov.in">www.mes.gov.in</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 6.  | Type of contract                          | The tender shall be based on IAFW-2249 and IAFW-1779A with BOQ/Schedule 'A' list of items of works to be priced by the tenderers electronically in BOQ                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 7.  | <b>Information and Details:</b>           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|     | Date of Publishing Bid                    | } Refer critical dates on<br><a href="http://defproc.gov.in">http://defproc.gov.in</a> and <a href="http://www.mes.gov.in">www.mes.gov.in</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|     | Date of Opening Bid (Cover No. 1)         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|     | Date and time of bid opening (Cover No 2) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 8.  | <b>Eligibility Criteria:</b>              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|     | (A) For MES enlisted contractors          | All contractors enlisted with MES in Class 'E' and above and category a (i) shall be considered qualified provided they do not carry adverse remarks in WLR of competent engineer authority.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|     | (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. Enlistment criteria may be seen in Para 1.4 of Section 1 of Part I of MES Manual of Contracts-2007 (Reprint 2012) as available in all MES formations.<br><br>(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.<br><br>(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/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 NOT forming part of the tender documents.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 9.  | Tender issuing and Accepting Officer      | GE Umroi, Umroi Mil Stn, Barapani, Shillong- 793103                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 10. | Executing Agency                          | GE Umroi                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 11. | Earnest Money                             | Rs. 30,000.00 in form of DD/Banker's cheque from any Schedule/Nationalized bank in favour of GE Umroi, payable at Umroi, Meghalaya. MES enlisted contractor are exempted from submission of EMD (Coloured scanned copy shall be uploaded online and original to be submitted offline before due date of opening of cover No.1)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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- (a) Contractor (upto two 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 / two 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) Tenderers/bidders to note that they should ensure that their original DDs and earnest money (as applicable) are received within **10\* 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, 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 alongwith 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 application/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 from within stipulated time, such bids shall not qualify for opening of finance bid.
- (d) 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 issues 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.
- (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 evaluation, a communication in the form or **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.**
- (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 GST registration letter.

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(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 of MES Manual of 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 works, 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 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 & immovable properties by proprietor/partner owning the immovable property along with Valuation certificate from Registered 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.

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- (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 and earnest money.
- (vii) Scanned copy of GST registration letter.

(h) In case of rejection of technical/prequalification bid, contractor may appeal to next higher Engineer authority i.e HQ CWE Shillong on e-mail [shlgsez3-mes@nic.in](mailto:shlgsez3-mes@nic.in) 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.

Signature of Contractor

Sd/xxxxx

(Saurav Anand)  
AEE (QS & C)  
AGE (C)  
For GE Umroi

File No. 9109/ /E8

Military Engineer Services  
Garrison Engineer Umroi  
Umroi Military Station  
PO : Barapani,  
Shillong-793 103

Date: Sep 2018