

APPENDIX 'A' TO NOTICE INVITING TENDER(NIT)**(FOR WORKS COSTING LESS THAN Rs 15 CRORES)**

1	Name or work	REPAIR MAINTENANCE OF ALL TYPES OF STEEL FURNITURE OF MD AND OTM ACCN AT BSO UNDER GE SHILLONG.
2	Estimated Cost	Rs.15.00 Lakhs (At Par Market)
3	Period of completion	90 days
4	Cost of tender documents	Rs. 500.00 in the shape of DD/Bankers cheque from any schedule Bank in favour of GE Shillong and payable at Shillong.
5	Website portal address	www.defproc.gov.in and www.mes.giv.in
6	Type of contract	The tender shall be based on drawings and specifications (IAFW-1779A) and GCC (IAFW-2249) with Schedule 'A' (list of items of work) to be priced by tenderer. The tenderers are required to quote their lump sum amounts for prepriced parts of Schedule 'A' and quote rates against items of other parts of Schedule 'A'. (For other types of tenders, suitable modification shall be made.)
7	Information & Details:	
	(a) Bid submission start date	Refer critical dates
	(b) Last date of bid submission	
	(c) Date of bid opening	
8	Eligibility Criteria	
	(a) For MES enlisted contractors	All contractors enlisted with MES in Class 'E' and above and category d(i) shall be considered qualified provided they do not carry adverse remarks in WLR of competent engineer authority.
	(b) For other contractors	(a) The firms not enlisted with MES shall meet the enlistment criteria of 'E' class MES contractors & category d(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 Part I 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 / 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 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	Garrison Engineer, Shillong
10	Executing agency	GE Shillong
11	Earnest Money	Rs.30, 000.00 in favour of GE Shillong

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(For works costing less than Rs 15 crores) contd...

NOTES:

- (a) The contractor enlisted upto one* class below the eligible class may also apply/bid. Application/bids from one class below eligible class applicants may be considered in the event of inadequate response/bids from the applicants of eligible class.
- (* This shall be 'two' in case of works in remote and difficult stations and following additional provision to be added:
"Application from two class below eligible class applicants may also be considered in the event of inadequate response from the applicants of eligible class and one class below eligible class.")
- (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 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 05 (five)* days of bid submission end date.
- (*The number of days to be mentioned shall be as decided by the Accepting Officer, but it shall not be less than 5 days)
- (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.
- (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.
- (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.
- (c) 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) Copy of EPF registration
 - (v) Copy of Goods and Service Tax registration number.
- (d) 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 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 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.

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- (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.
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 and earnest money.
- (e) In case of rejection of technical/prequalification bid, contractor may appeal to next higher Engineer authority i.e. HQ CWE Shillong on email 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

8716/ /E8

Garrison Engineer
Shillong Division
Shillong-793002

(Address of Accepting Officer)

Sd-x-x-x-x-x-x

For Accepting Officer

Dated : 29 Dec 2018