

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

1.	Name of Work	<b>SOIL INVESTIGATION FOR PROVISION OF OFFICERS MESS FOR 80 OFFICERS AT INS UTKROSH, PORT BLAIR</b>
2.	Estimated Cost	<b>Rs. 5.80 LAKHS</b>
3.	Period of completion	<b>45 DAYS</b>
4.	Cost of tender documents	<b>Rs 500/-</b> in the shape of DD/Bankers cheque from any schedule Bank in favour of <b>GE (P) Central, Port Blair</b> and payable at <b>Port Blair</b>
5.	Website/portal address	<a href="http://www.eprocuremes.gov.in">www.eprocuremes.gov.in</a> and <a href="http://www.mes.gov.in">www.mes.gov.in</a>
6.	Type of contract	The tender shall be item rate contract based on (IAFW-1779 A) and General Conditions of Contracts (IAFW-2249) with BOQ (List of items of work) to be priced by tenderer.
7.	Information & Details:	
	(a) Date of publishing Bid	<b>05/12/2018</b> at 0900 hrs or as mentioned on web site.
	(b) Last date for submission of any clarification if any	<b>14/12/2018</b> at 1300 hrs or as mentioned on web site.
	(c) Bid submission start date	<b>19/12/2018</b> at 0900 hrs or as mentioned on web site
	(d) Bid submission end date	<b>26/12/2018</b> at 1800 hrs or as mentioned on web site.
	(e) Date/Time for opening of Bid (Cover I)	<b>03/01/2019</b> at 1000 hrs or as mentioned on web site.
	(f) Last date for receipt of hard copies of DD/EMD/ Other documents	Five working days after last date of submission of bid ie <b>02/01/2019</b> at 1600 hrs or as mentioned on web site.
	(g) Date and time of bid opening Cover No. 2	Will be intimated online after completion of evaluation of tech bid/ finalization of applications received with Cover-1.
8.	<b>Eligibility Criteria</b>	
	(A) For MES enlisted contractors	All Contractors enlisted with MES in Class "E" and above and category a(i) and having adequate experience in the field 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 a(i) and having adequate experience in the field i.e with regard to having satisfactorily completed requisite value works, Annual turnover, Solvency, working capital, immovable property/fixed assets, T&P, Engineering establishments, 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. (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 shall not carry adverse remarks in WLR/or any other similar report of any authority.
	(C) For All Contractors	Contractor shall 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 NOT forming part of the tender documents. 9
9.	Tender issuing and Accepting Officer	GE (P) Central Birchgunj, Junglighat Post, Port Blair - 744 103

**APPENDIX 'A' TO NOTICE INVITING TENDER**

10.	Executing agency	<b>GE (P) Central, Port Blair</b>
11.	Earnest Money	<b>Rs. 11,600/- (Rupees Eleven Thousand Six hundred only )</b> in favour of <b>GE (P) Central, Port Blair</b> in the form of FDR from any Nationalized / Scheduled Bank or Treasury challan from Government Treasury. MES enlisted contractor are exempted from submission of EMD (Copy to be uploaded online and original to fwd offline to receive before due date of opening of cover No 1). BGB not acceptable.
	Note for all contractors :	(i) Copy of employee's provident fund (EPF) Code or copy of application for obtaining EPF Code submitted by the contractor to the concerned department shall be uploaded. The tenderer who does not possess the above documents shall be disqualified in 'T' bid evaluation and his financial bid shall not be opened.
		(ii) Scanned copy of GST (Form REG 06) registration number allotted by the concerned department. In case the same is not uploaded along with other pre-qualification documents, such bidder's financial bid shall not be opened by the department.
		(iii) Contractor shall not be allowed to execute the works 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.

**NOTES:**

- (a) The Contractor enlisted up to 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 : \*Applicant 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 days of bid submission end date.

(iii) In case of application/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 by 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.

(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.

**APPENDIX 'A' TO NOTICE INVITING TENDER (CONTD.....)**

(c) Contractors enlisted with MES will upload following documents for checking eligibility:-

- (i) Application for bid in firm's letter head duly signed by the appropriate person
- (ii) Valid Enlistment letter (Full document containing signatures, photos etc.,)
- (iii) Scanned copy of DD of cost of tender
- (iv) EPF code Number (Copy of letter)
- (v) Goods and Service Tax Registration

(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 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, commencement, completion and actual date of completion. This shall be duly signed by proprietor / all partners / authorised 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 the 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.
  - (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) Copy of Provident Fund Code shall also be uploaded. The contractor who does not in possession of this number will be disqualified in 'T' bid evaluation and his financial bid will not be opened.
  - (viii) 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 acceptance of tender Condition-72 of Jurisdiction of Courts of IAFW-2249 shall be applicable.
  - (ix) Scanned copy of Service Tax registration number/GST registration number allotted by the concerned department. In case the same is not uploaded along with other pre-qualification documents, such bidder's financial bid will not be opened by the department.
  - (x) Any additional documents if considered necessary w.r.t. above documents or due to other reason shall also be submitted as and when called for.
- (e) In case of rejection of technical / prequalification bid, contractor may appeal to next higher Engineer authority i.e **HQ Commander Works Engineer No.2, Port Blair** on email id [n2ptblr3-mes@gov.in](mailto:n2ptblr3-mes@gov.in) with copy to the Accepting Officer on email [ipcportb4-mes@gov.in](mailto:ipcportb4-mes@gov.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

AGE (Contracts)  
For Accepting Officer

Dec 2018

8031 / / E8

Garrison Engineer (P) Central  
Military Engineer Services  
Birchgunj, Junglighat Post  
Port Blair - 744 103

**Distribution:**

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| (a) HQ Chief Engineer (A & N) Zone, Port Blair   | (q) GE (P) North, Port Blair   |
| (b) CWE Port Blair, Minniebay,   | (r) GE South, Diglipur   |
| (c) CWE No.2, Birchgunj, Port Blair  | (s) GE (I) 866 EWS, C/o 99 APO   |
| (d) GE (P) North, Port Blair   | (t) GE (P) Central, Port Blair   |
| (e) GE South, Diglipur   | (u) GE Birchgunj, Port Blair   |
| (f) GE Birchgunj, Port Blair   | (v) GE Minniebay, Port Blair   |
| (g) GE Minniebay, Port Blair   | (w) GE Haddo, Port Blair   |
| (h) GE Haddo, Port Blair   | (x) MES Builders Association of India,<br>Andaman & Nicobar Branch,<br>c/o Kakolil Trade Agencies,<br>Kripananda Colony,<br>School Lines, Port Blair |
| (i) GE (I) 866 EWS, C/o 99 APO   |  |
| (j) MES Builders Association of India,<br>Andaman & Nicobar Branch,<br>C/o Kakolil Trade Agencies,<br>Kripananda Colony,<br>School Lines, Port Blair |  |
| (k) Municipal Council, Port Blair  |  |

**Annex "I"**

[Ref Para 5 (ii) of GE (P) Central, Port Blair  
letter No 8031/ /E8 dated Dec 2018]

**ELIGIBILITY CRITERIA FOR UN-ENLISTED CONTRACTORS**

Class	Past experience of completed works in last 5 years	Financial soundness	Engineering establishment	Limit of minimum reserve/ total of movable or immovable property or fixed assets (in case of companies) (80% of minimum reserves/ assets shall be in shape of immovable property (Rs in lakh)
1	2	3	4	5
"E"	(a) Three works costing not less than Rs 7.5 lakh each  OR  Two works costing not less than Rs 10 Lakh  OR  One work costing not less than Rs 20 Lakh  (b) Average annual turnover for last two consecutive years shall not be less than Rs 25.00 Lakhs	(a) Solvent Upto Rs 10.00 Lakhs  OR  Financially sound for engagement upto Rs 25.00 Lakhs  (b) Working capital not less than Rs 5.00 lakhs	(b) One graduate Engineer from government recognised institution  OR  (b) One diploma Engineer from government recognised institution with minimum experience of 02 years	8.00

1. The following documents to be submitted by the Un-enlisted Contractors while participating in the tender:-

- (a) Applications for enrolment as Contractor on IAFW-2190 (Revised: 2009) (Photographs affixed on Application shall be got attested by any Government Gazetted Officer)
- (b) Registration of firm with the Registrar of Firms/Company.
- (c) List of works executed during last 05 years.
- (d) Annual turnover certificate from CA in support of annual turnover during last 3 Years.
- (e) Balance sheet of last 03 years in case of limited companies.
- (f) Affidavit for immovable properties indicating present market value and containing following endorsements:-
  - (i) That the immovable property is free from mortgages, hypothecation or any other disputes and encumbrances and clearly belongs to the Contractor.

Or

That the immovable property is free from any disputes and encumbrances and clearly belongs to the Contractor. The immovable property has been mortgaged/ hypothecated for Rs. \_\_\_\_ Lakhs. Market value of immovable property as per valuation report No. \_\_\_\_\_ given by registered valuer \_\_\_\_\_ is Rs. \_\_\_\_\_. Therefore balance market value of property ie Rs. \_\_\_\_\_ (Market value minus mortgaged value) is free from any mortgage/hypothecation.

**ADDITIONAL DOCUMENTS REQD FROM UN-ENLISTED FIRMS**

- (ii) That the said immovable property has not been shown for seeking enlistment of a sister concern in MES.
- (iii) That the said immovable property will not be sold, transferred, gifted or otherwise disposed off without prior intimation to the registering authority in MES. While giving such prior intimation, new affidavit for alternate immovable property of value at least equal to minimum requirement as per scales along with valuation report from registered valuer shall also be submitted, failing which the Registering authority may declare the contractor unenlisted or may take action as deemed fit till acquiring alternate immovable property by the Contractor.
- (g) Valuation report from registered (with any Government body) valuer for immovable property clearly indicating ownership details. Alternatively the Contractor may submit certificate from the Deputy Commissioner/ Collector/ First Class Magistrate or assessment of wealth tax authorities
- (h) Affidavit for movable property (Tools & Plants, Machinery, Transport etc) indicating value of movable property. If certain movable property is being considered towards requirements of minimum reserve, endorsements as required for immovable property shall also be given on affidavit for movable property and valuation report from Registered (with any Government body) Valuer for movable property clearly indicating ownership details shall also be submitted.
- (j) Solvency certificate from the scheduled Bank as per specimen enclosed.
- (k) Working capital certificate from the scheduled Bank as per specimen enclosed.
- (l) Affidavit from Contractor for employment of Engineers.
- (m) Affidavit from Engineers for employment with the Contractor.
- (n) Experience and Degree/ Diploma Certificates of Engineers
- (o) Affidavit from Contractor that there is no Government dues/recovery outstanding against him.
- (p) Affidavit from Contractor that he is not involved in any arbitration/litigation cases. If he is involved, he will give brief details of such cases on affidavit.
- (q) Three photographs of Proprietor/ Partners of your firm.
- (r) Affidavit that no near relative(s) of the contractor or their employees/ agents is/ are working as Gazetted/ Commissioned Officer in Military Engineer Services/ Corps of Engineers/ Ministry of Defence. If their near relative(s) is /are working in such capacity, please furnish details.
- (s) Affidavit that no near relative(s) of the contractor is/are working as Junior Engineer in Military Engineer Services/ Corps of Engineers. If your near relative(s) is/are working in such capacity, please furnish the details.
- (t) Affidavit that "No sister concern" with any other firm.
- (u) Copy of power of attorney given to any person by the Contractor.
- (v) Copy of last income tax return/ PAN Card
- (w) Affidavit of proprietorship/ Partnership, office address as well as residential address.
- (x) A separate sheet containing specimen signatures (Singed in Black ink) and affixed with photographs of Proprietor/Partners.

**Note:**

- (i) All the documents submitted by the Contractor shall be signed by him.
- (ii) Photo copies of documents shall be attested by the Gazetted Officers/ Notary Public.
- (iii) All the affidavits shall be given on non-judicial stamp paper of value Rs. 100/- duly signed by the Contractor and attested by the Magistrate/ Notary Public
- (iv) Submit affidavit on stamp paper of value of Rs.100/- for immovable property.
- (v) Submit affidavit on stamp paper of value minimum Rs. 100/- regarding proprietorship and office address.

Bank Address and Code No

**FORM OF SOLVENCY CERTIFICATE FROM  
NATIONALISED/SCHEDULED BANK**

This is certified that to the best of our knowledge and information M/s / Shri / Smt \_\_\_\_\_ having address \_\_\_\_\_, a customer of our bank are/ is respectable and can be considered solvent up to Rs \_\_\_\_\_ (Rupees \_\_\_\_\_)/ Financially sound for any engagement up to Rs \_\_\_\_\_(Rupees \_\_\_\_\_). This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)

Name, Designation and Personal Code No of Signatory

**Note:** In case of partnership firm, certificate to include names of all partners as recorded with the bank

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Bank Address and Code No

**FORM OF WORKING CAPITAL CERTIFICATE FROM  
NATIONALISED/ SCHEDULED BANK**

This is certified that M/s / Shri / Smt \_\_\_\_\_ having address \_\_\_\_\_ have/has been maintaining a saving bank account/ current account/ fixed deposit account with this branch of bank since \_\_\_\_\_ and the firm is having working capital of approximately Rs \_\_\_\_\_ and/ or the firm is enjoying overdraft/ credit facilities up to limit of Rs \_\_\_\_\_. This certificate is issued without any guarantee or responsibility on the bank of any or the officers.

(Signature)

Name, No & Seal of Bank

**DETAILS OF WORKS EXECUTED DURING LAST 05 YEARS**

Ser No	CA No and Name of Work	Address of Accepting Officer	Amount of CA	CA Final amount of Work	Date of Completion	Extension granted if any	Remarks
1	2	3	4	5	6	7	8