

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

1	Name of Work	:	<b>ADDN/ ALTN TO BLDG NO SM-1, NCOS/ OR ROOM WITH CONNECTED WORKS OF ADM BR, HQ EC AND BATHROOM / TOILET, FLOOR TILING ASSOCIATE WORK BLDG NO O-6 (WATER GATE HOUSE) AND SPL REPAIR TO COOK HOUSE AT BLDG NO O-6 AND ASSOCIATED WORK AT INSIDE FORT WILLIAM UNDER GE (FW) KOLKATA</b>															
2	Estimated cost of work	:	<b>Rs 43.10 Lakhs</b>															
3	Period of Completion	:	<b>150 Days</b>															
4	Cost of tender documents	:	<b>Rs 500.00</b> in the shape of DD/Bankers cheque from any Scheduled Bank in favour of <b>GE (FW) Kolkata</b> and payable at <b>Kolkata</b> . (Note: In case of re-tendering, the contractor who had quoted in the previous call is not required to submit the cost of tender)															
5	Website/portal address	:	<a href="http://www.defproc.gov.in">www.defproc.gov.in</a>															
6	Type of contract	:	The tender shall be Item Rate Contract based on IAFW-1779A & General conditions of Contracts (IAFW-2249) with Schedule 'A' (list of items of works) to be priced by contractor.															
7	Timeline Details :-																	
	(a) Bid Submission Start Date	:	Refer critical dates on the website															
	(b) Bid submission end date	:																
	(c) Date of bid opening	:																
8	<b>Eligibility Criteria</b> (a) For MES enlisted contractors	:	Contractor shall be enlisted with MES in <b>Class 'D'</b> and above and category " <b>a(i)</b> " subject to satisfactory remarks wrt performance in respects of works in hand as reflected in in Work Load Return (WLR) or any other report circulated by competent engineer authority.															
	(b) For contractors not enlisted with MES	:	(a) Contractor not enlisted with MES should meet the enlistment criteria of <b>'D'</b> class and " <b>a(i)</b> " category contractor with regard to satisfactory completion of requisite value works with Central/State Government/ Central/State PSUs/AWHO/AFNHB/CGEWHO/DGMAP, annual turnover, bank solvency, working capital and other requirements given in Para 1.4 & 1.5 of Section 1 of MES Manual of Contracts 2020 as available in all MES formations as well as MES website ( <a href="http://www.mes.gov.in">www.mes.gov.in</a> ) (b) Not carrying adverse remarks in Work Load Report (WLR) or any other similar report circulated by any competent authority, if already working in MES. (c) Not suspended/debarred/blacklisted (either permanently or temporarily) from participating in any bid or for business dealings by any Central/State Government Department or any Central/State Government PSU or any Autonomous Body under Central/State Government or any Local Body as on the bid submission end date. (d) Details of works completed and under progress in MES be submitted in the following format:-															
			<table border="1"> <thead> <tr> <th>Srl No</th> <th>CA No. &amp; Name of Work</th> <th>Value of CA</th> <th>Date of Commencement</th> <th>Date of Completion</th> <th>Extended date of completion</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>				Srl No	CA No. & Name of Work	Value of CA	Date of Commencement	Date of Completion	Extended date of completion						
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			(e) un-enlisted contractor who have secured two works in MES should get themselves registered in the appropriate designated class with any registering Authority, else the firm will not be eligible for participation in the tender unless until the firm is enlisted with the MES.															
9	Tender issuing and Accepting Officer	:	<b>Name</b> : Garrison Engineer (Fort William) <b>Address</b> : D-9, Commissariat Road, Hastings, Kolkata - 22 <b>Contact Details of concerned officer</b> : <b>Phone No</b> : 033-22482824 <b>Email Id</b> : <a href="mailto:garrison.engineer2@gmail.com">garrison.engineer2@gmail.com</a>															
10	Executing Agency	:	Garrison Engineer (Fort William) Kolkata															
11	Earnest Money	:	<b>Rs 86,200/-</b> in favour of GE (FW) Kolkata in form of DD/Banker's cheque. FDR not acceptable. MES enlisted contractor are exempted from submission of EMD.															

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**APPENDIX 'A' TO NOTICE INVITING TENDER (Contd...)****NOTES :-**

1. In case after opening of Cover 1, the number of MES enlisted contractors of eligible class as well as eligible un-enlisted contractors, if any, fulfilling the other eligibility criteria given in NIT is **less than 7 (seven)**, applications in respect of MES contractors of one class or two classes (in case of remote and difficult areas to be decided as per list circulated by CE command/ADG) below the eligible class shall also be considered subject to fulfillment of other eligibility criteria given in the NIT. Therefore MES contractors one class below (two classes below in case of remote and difficult areas) may also bid for this tender. **Such contractors (contractors of one/two classes below the eligible class) shall not be considered in case their present residual work in hand is more than FIVE TIMES their present tendering limit.** However, in case such contractors fulfil the criteria of upgradation to the stipulated eligible class based on past experience of completed works (individual work experience and/or average annual turnover, as applicable) and financial soundness (solvency/financial soundness and working capital), the ceiling of present residual work will not apply and they will be considered for issue of tender. Such bidders shall upload in their Cover-1, bid details related to residual work in hand, like details of works in hand showing names of work, names of Accepting Officers, Contract amounts, dates of commencement and completion (stipulated) and progress as on bid submission date. Such contractors, if claim to fulfil the criteria of upgradation shall also upload the requisite information/documents in support of upgradation. These details shall be verified by the Tender Issuing Authority from concerned formations in case bids of such contractors are considered for evaluation.

2. In case after opening of Cover 1, the number of MES enlisted contractors of eligible class as well as un-enlisted contractors, if any, fulfilling the other eligibility criteria given in NIT, are 07 (Seven) or more, applications of only those one class below the eligible class bidders shall be considered, who have previously completed similar works satisfactorily and are meeting the criteria of up gradation in respect of past experience of completed works (individual work experience and/or average turnover as applicable) and financial soundness (solvency/financial soundness and working capital) as per details given in Manual on Contracts. Therefore such contractors shall upload the requisite information/documents in the Cover-1.

3. "E" Class contractors may also submit their bids for the subject work. However, their bids shall be evaluated as per Note 01 & 02 above. Therefore, 'E' Class contractors are required to upload the following details/documents in Cover-1 alongwith their bids :-

**(A) DETAILS OF WORKS IN HAND**

SER NO	CA NO & NAME OF WORK	ACCEPTING OFFICER	CA AMOUNT	DATE OF COMMENCEMENT	DATE OF COMPLETION	% PROGRESS OF WORK
1)						
2)						
3)						

**(B) DETAILS OF MEETING ELIGIBILITY CRITERIA OF 'D' CLASS CONTRACTOR**

WORK EXPERIENCE	SOLVENCY LIMIT	WORKING CAPITAL AMOUNT
Copies of Work Order and Completion certificate of works executed during the previous two years for more than Rs 25.00 (two works) or Rs 40.00 lakhs (one work) or CA report showing Rs 50.00 lakhs average annual turnover for immediate last two consecutive financial years	Certificate in attached format as Appendix 'A' to be obtained from bank and uploaded with bid	Certificate in attached format as Annexure 'A' to be obtained from bank and uploaded with bid. Otherwise contractor may also upload copy of balance sheet/bank statement for last 6 months/overdraft or cash credit facility from bank/fixed deposit receipts with banks

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

4. Unenlisted contractor shall be considered provided he meets the criteria. Foreign firms shall not be eligible for this tender. However, Indian Firms having foreign national/Indian nationals staying abroad/Indian national having taken foreign citizenship, as director(s) shall be considered subject to security clearance from the concerned authorities.

5. Contractors enlisted with MES will upload following documents in Cover 1 for checking eligibility :-

- (i) Application for tender on firm's letterhead.
- (ii) Enlistment letter issued by the Registering Authority duly renewed for the cycle period in vogue.
- (iii) Scanned copy of DD/Bankers Cheque toward cost of tender and EMD instrument in case SSD bond is not signed at the time of registration.
- (iv) GST registration certificate
- (v) EPF registration certificate
- (vi) Any other document required as described in this Appendix

6. Contractors not enlisted with MES will be required to upload following documents in Cover 1 for checking eligibility:-

- (i) Application for tender on firm's letterhead.
- (ii) Scanned copy of DD/Bankers Cheque toward cost of tender and Earnest Money Deposit(EMD) instrument
- (iii) Copy of Police Verification Report/Police Clearance Certificate/ Character Certificate from the Police Authority of the area where the registered office of the firm is located/notarized copy of valid passport of Proprietor/each Partner/Director.
- (iv) All documents required for enlistment in MES for the class mentioned in Para 8(b) above as per Para 1.5 of Section 1 of MES Manual on Contracts 2020.
- (v) Details of works being executed in MES, if any.
- (vi) GST registration certificate.
- (vii) EPF registration certificate.
- (viii) Any other document required as described in this Appendix.

7. Tenders not accompanied by scanned copies of requisite DD/Bankers Cheque towards cost of tender and earnest money (as applicable) in Cover v1 shall not be considered for validation of 'T' bid and their financial bids will not be opened.

8. Contractors should ensure that their original physical DDs and Earnest Money Deposit (EMD) instruments (as applicable) reach the office of the Accepting Officer within 05 (five) days of bid submission end date failing which the following action shall be taken :-

(i) In case of tenders from an enlisted contractor of MES, where scanned copies of requisite DD/Bankers Cheque towards cost of tender have been uploaded in Cover 1 but physical copies are not received within the stipulated period, their financial bids will be opened. However, non submission of physical copies of cost of tender shall be considered as willful negligence of the tenderer with ulterior motives and such bidder shall be banned from bidding for a period of six months commencing from the date of opening of financial bid (Cover 2). Nevertheless, the amount of cost of tender shall be recovered from any amount due to the MES enlisted contractor.

(ii) In case of tenders from unenlisted contractor, where scanned copies of requisite DD/Bankers cheque towards cost of tender has been uploaded in Cover 1 but physical copies are not received within the stipulated period, their financial bids (Cover 2) 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 financial bid (Cover 2).

(iii) In case of tenders from enlisted and unenlisted contractors, where scanned copies of instruments for Earnest Money Deposit (as applicable) have been uploaded in Cover 1 but the same are not received in physical form within stipulated period, such tenders shall not qualify for opening of financial bid (Cover 2).

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**APPENDIX 'A' TO NOTICE INVITING e-TENDER (Contd...)**

9. Contractor will not be allowed to execute the work by subletting or through power of attorney to a third party/another firm on his behalf. However, a contractor can execute the work through power of attorney to sons/daughters/spouse of Proprietor/Partner/Director and firm's own employees, Director, Project Manager provided they are not having a separate enlisted firm in MES in their name as Proprietor/Partner/Director.
10. After opening of Cover 1 and during its technical evaluation, in case of any deficiency is noticed in the documents required to be uploaded by the tenderer as per NIT, a communication in the form of e-mail/SMS/Speed Post etc shall be sent to the contractor to rectify the deficiency within a period of seven days from the date of communication failing which their financial bid (Cover 2) shall not be opened and contractor shall not have any claim on the same.
11. Invitation for e-tender does not constitute any guarantee for validation of technical bid and subsequent opening of financial bid of any applicant/bidder merely by enclosing DD. Accepting Officer reserves the right to reject the technical bid and not to open the financial bid of any applicant/bidder. Technical bid validation shall be decided by the Accepting Officer based on eligibility of the firm as per criteria given in this Appendix. Tenderer/bidder will be informed regarding non-validation of his technical bid assigning reasons therefore through tender evaluation report which shall be uploaded on the website. Such tenderer, if desires, may appeal to the next higher Engineer Authority (NHEA) viz HQ Commander Works Engineers, Kolkata on email id [cwekol-ec-army@nic.in](mailto:cwekol-ec-army@nic.in) with copy to the Accepting Officer on email before the scheduled date of opening of Cover 2. NHEA shall decide the matter within a period of seven working days from the date of receipt of appeal. The decision of NHEA shall be final and binding. The tenderer/bidder shall not be entitled for any compensation whatsoever for rejection of his bid.
12. In case an unenlisted contractor is already executing work in MES, he shall not be considered eligible for the subject tender if the total value of such works is more than twice the tendering limit of the MES Class of contractor for which it is eligible. For this purpose, details of the works being executed by such a contractor shall be uploaded in Cover 1 of the bid and shall be checked/verified by the Accepting Officer.
13. In case the BOQ is revised through corrigendum and the bidder has failed to quote on revised BOQ (i.e. he has quoted on pre-revised BOQ), such bid shall be treated as willful negligence by the bidder and his quotation shall be considered non-bonafide. In such cases, the lowest tender shall be determined from amongst the valid/bonafide bids only. Accepting Officer may decide whether to retender or consider the lowest bonafide tender for acceptance.
14. Revoking the offer or revising the rates upward or offering voluntary reduction by the lowest tenderer after opening of Cover 2 shall be considered as willful default. For this default, a penalty of an amount equal to the Earnest Money shall be levied. In case of an unenlisted tenderer, Earnest Money deposited by him shall be forfeited. In case of MES enlisted tenderer having deposited the Standing Security Bond, an amount equal to the Earnest Money stipulated in the NIT, shall be notified to the tenderer for depositing through MRO and consideration of such tenderer in tender evaluation for future works shall remain suspended till the aforesaid amount is deposited in the Government Treasury. No other disciplinary/administrative action shall be taken against such tenderers. In such a situation, the next lowest offer shall not be considered for acceptance. Instead, retendering shall be resorted to in a transparent and fair manner and the defaulting tender and his related firm, if any, shall not be eligible for this tender in second call or subsequent calls.
15. Tender to related firms shall not be issued simultaneously. Firms shall be termed as related if Proprietor/one or more Partners/Directors are common. Decision of Accepting Officer on issue/deny the tender to any one of the related firms shall be final and binding.

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Garrison Engineer (FW) Kolkata  
Military Engineer Services  
D-9, Commissariat Road  
Hastings, Kolkata - 700 022

AGE (Contracts)  
For Accepting Officer

Dated : Oct 2023

**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 upto Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_)/financially sound for any engagement upto 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 &amp; Seal of Bank

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

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

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

(Signature)

Name, Designation and Personal Code No. of Signatory &amp; Seal of Bank