

APPENDIX 'A' TO NOTICE INVITING TENDER (NIT)

1	Name of work	Repair/maint of misc wooden and steel furniture Including painting and polishing at AF Stn BKT
2	Estimated Cost	Rs 6.00 Lakhs (At par Market rates)
3	Period of completion	270 Days
4	Cost of tender documents	Rs 500.00 in the shape of DD/Bankers cheque from any schedule Bank in favour of GE(AF) Bakshi-Ka-Talab and payable at Lucknow
5	Website/portal address	www.defproc.gov.in and www.mes.gov.in
6	Type of contract	Tender shall be item rate based on IAFW-1815(Z) and IAFW-1815 (R) with Sch 'A' list of works to be priced by contractor
7	Information & Details: (a) Bid submission start date (b) Bid submission end date (c) Date of bid opening	Refer Critical dates:
8	Eligibility Criteria	
	(A) For MES enlisted contractors	All contractors enlisted with MES in Class 'E' and above and category d (i) (subject to the remarks wrt performance in respect of wks in hand reflected in work load return (WLR) circulated by competent engineer authority. Refer notes below
	(B) For other contractors not enlisted with MES	(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 of similar works, Annual turnover, Solvency, working capital, immovable property/fixd assets, T&P, Engineering establishment, no recovery outstanding in any Govt. Department (for which affidavit to be submitted / uploaded), Police verification/Passport etc. Enlistment criteria may be seen in Para 1.4 and 1.5 of Section 1 of Part I of MES Manual on Contracts-2007 (Reprint 2012) as available in all MES formations. (b) These firms shall also submit / upload 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/ 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 document.
9	Tender issuing and Accepting Officer	GE (AF) Bakshi – Ka – Talab
10	Executing agency	GE (AF) Bakshi – Ka – Talab
11	Earnest Money	Rs. 12,000.00 in the form of DD/Bankers cheque from any Scheduled bank in favour of GE(AF) Bakshi-Ka-Talab and payable at Bakshi-Ka-Talab Lucknow.

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- (a) The contractor one class below (two class below in case of remote and difficult area) may also apply for this bid. 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 contractor satisfying the eligibility criteria given 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 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).
- (c) (i) Applications / bids not accompanied by scanned copies of requisite DD/Bankers Cheque towards cost of tender and earnest money (Applicable only for contractors not enlisted with MES) shall not be considered for validation of 'T' bid and their finance bids will not be opened.
(ii) Tenderers / bidders should ensure that their original DDs as cost of tender and earnest money (as applicable) are received in the office of GE (AF) Bakshi-Ka-Talab within 7 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 financial bid 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 contractors 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).
(vi) Bidders (enlisted as well as unenlisted) are requested to upload copy of Provident Fund Code Number & Goods & Service Tax Registration Number in addition to other documents while submitting Technical Bid. Please note that the Bidders who are not in possession of Provident Fund Code Number & Goods & Service Tax Registration Number shall be disqualified and their financial Bid (cover 2) will not be opened.
- (d) Contractors may note that they shall not be loaded beyond their tendering limit as under:-
(aa) In case contractors of eligible class are selected for issues of tender : 4 to 5 times the tendering limit.
(bb) 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.
(cc) 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 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.
- (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

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- (iv) The contractor shall also upload copy of Provident Fund letter indicating code number under coverage of Building and Construction Workers (BACW) in the schemes framed under Employee's Provident Funds and Miscellaneous Provisions (EPF&MP) Act, 1952 – REG. The contractor shall be in possession of Provident Fund code number, failing which his financial bid shall not be opened.
- (v) The contractor shall also upload copy of Goods & Service Tax (GST) Registration Number. The contractor shall be in possession of Goods & Service Tax Registration Number, failing which his technical bid shall not be opened
- (vi) Scanned Copy of Power of Attorney in favour of the person uploading the Bid using his/her DSC.
- (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 on Contracts 2007 (reprint 2012). Following documents shall also be uploaded amongst others.
- (i) Details of three highest valued similar natures 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 proprietor/ all partners/ authorised Director of Pvt / Public Ltd Company, 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 alongwith 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.
- (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) The contractor shall also upload copy of Goods & Service Tax (GST) Registration Number. The contractor shall be in possession of Goods & Service Tax Registration Number, failing which his financial bid shall not be opened
- (viii) The contractor shall also upload copy of Provident Fund letter indicating code number under coverage of Building and Construction Workers (BACW) in the schemes framed under Employee's Provident Funds and Miscellaneous Provisions (EPF&MP) Act, 1952 – REG. The contractor shall be in possession of Provident Fund code number, failing which his financial bid shall not be opened.
- (ix) Scanned Copy of Power of Attorney in favour of the person uploading the Bid using his/her DSC

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- (h) In case of rejection of technical / prequalification bid, contractor may appeal to next higher Engineer authority i.e HQ CWE (AF) Izatnagar, Bareilly on email cweafizn@gmail.com (with copy to the Accepting Officer on email garrengsbkt@gmail.com before the scheduled date of opening of Finance Bid) 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 (Contract)
For Accepting Officer

File No :- 8225/BKT/E8
GE (Air Force) Bakshi-ka-Talab
PIN 901109