

APPENDIX A' TO NOTICE INVITING TENDER (NIT)

1.	Name of Work	<u>REPAIR AND REPLACEMENT INCLUDING COMPREHENSIVE MAINTENANCE OF WINDOW TYPE AC, SPLIT TYPE AC, WATER COOLER REFRIGERATOR, DEEP FREEZERS, ETC AT TECH AND DOMESTIC AREA AT AF STATION YELAHANKA.</u>
2.	Estimated Cost	Rs 22.80 Lakh (At per market)
3.	Period of completion	11 (Eleven) Months
4.	Cost of tender documents	Rs 500.00 in the shape of DD/Bankers cheque from any schedule Bank in favour of GE (AF) Yelahanka and payable at Bangalore
5.	Website/portal address	www.eprocuremes.gov.in and www.mes.gov.in
6.	Type of contract	Tender shall be based on IAFW-1779-A & IAFW-2249 with Sch 'A' (list of Items of works) to be provided by the tenderer.
7.	Information & Details	
	(a) Bid submission start date	As per critical date shown in web site (Tender_2018_MES_219327)
	(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 'c (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 'c (i)' ie, 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 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	Contractors 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 tenderer documents.
9.	Tender issuing and Accepting Officer	GE (AF) Yelahanka Bangalore
10.	Executing agency	GE (AF) Yelahanka Bangalore
11.	Earnest Money	Rs 45,600/- in favour of GE(AF) Yelahanka

NOTES :The contractor enlisted upto one* class below the eligible class may also apply/bid Applications/bids from one class below eligible class applicants may be considered in the event of inadequate response/bids from the applicants of eligible class.

(a) (*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) Application/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 06 working days of bid submission end date.

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(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 from 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) All the tenderers/bidders shall note that uploading of copy of **Provident fund Code No.** and **GST registration** in addition to the other documents as stated above in technical bid (cover-1) is mandatory. The bidders who will not upload **Provident fund Code No. & GST registration** his bid shall be disqualified and his financial bid shall not be opened.

(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 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/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.

(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.

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(vii) All the tenderers/bidders shall note that uploading of copy of **Provident fund Code No.** and **GST registration** in addition to the other documents as stated above in technical bid (cover-1) is mandatory. The bidders who will not upload **Provident fund Code No.** & **GST registration** his bid shall be disqualified and his financial bid shall not be opened.

(viii) For further details refer Annexure-I of this NIT letter for further pinpoint details /model format for preparation of documents required to fill the eligibility criteria for an enlisted contractor for ready reference is given.

(e) In case of rejection of technical/prequalification bid, contractor may appeal to next higher Engineer authority ie, **CWE (Air Force) South, Bangalore** on email ID : **cweafse8bangalore@gmail.com** against rejection, whose decision shall be final and binding. However contractor/bidder shall NOT be entitled to any compensation whatsoever for rejection of technical / pre qualification bid.

(f) In case ,due to certain amendments ,the BOQ is revised, the contractor shall quote his unit rates in revised BOQ only. Uploading of quotation/ bid in pre revised BOQ shall be considered as a willful negligence by the bidder and his quotation is liable to be rejected as non bonafide bid.

Signature of contractor

(P Muraleedharan)
AGE (Contracts)
For Accepting Officer

File No. 8639/ /E8

Date: 15 Oct 2018

Garrison Engineer (AF)
Military Engineer Services
Yelahanka, Bangalore-63

Distribution :-

1. CE (AF) Bangalore – 22
2. MES Builders Association
3. CWE (AF) North, Bangalore – 06
4. CWE (AF) South, Jalahalli, Bangalore – 13
5. CWE (Army) Bangalore – 42
6. GE (AF) Hebbal, Bangalore – 06
7. GE (M) AF Jalahalli, Bangalore - 13
8. AGE (I) Jalahalli west, Bangalore-15
9. AGE (I) Chimney Hills, Chikkabanavara (PO), Bangalore - 90
10. GE (South) Bangalore – 42
11. GE (North) Bangalore – 42
12. GE (Central) Bangalore - 07
13. GE (I) R&D (East), DRDO Complex, Bangalore – 93
14. GE (I) R&D (West), DRDO Complex, Bangalore - 93
15. GE (AF) SDI ASTE, Bangalore – 37
16. PWD, Chief Engineer, KR Circle, Bangalore
17. SBI Main Branch Bangalore-18.
18. CWE (AF) Trivandrum
19. CWE (AF) Secunderabad
20. CWE (Navy)C hennai
21. CWE (Army) Chennai
22. SBI, Thanjavur
23. AGE (I) INS Agram, Red Fields, Coimbatore
24. SBI, Main Branch, Coimbatore
25. The Post Master General, GPO Bangalore
26. Bangalore Municipal Corporation, Bangalore
27. GE (AF) Sular, Coimbatore
28. GE (AF) Sambra, Belgaum
29. GE, Belgaum
30. Notice Board.

(A) FURTHER PINPOINT DETAILS /MODEL FORMAT FOR PREPARATION OF DOCUMENTS REQUIRED TO FILL THE ELIGIBILITY CRITERIA FOR UN ENLISTED CONTRACTOR FOR READY REFERENCE IS GIVEN AS UNDER FOR GUIDANCE.

The details of documents to be uploaded along with pack I (Eligibility Part) is as under :-

(B) ELIGIBILITY CRITERIA FOR UNENLISTED CONTRACTORS :-

An affidavit on non judicial stamp paper duly notarized containing following documents shall be uploaded (Scanned copy).

- (a) Total work load in hand.
- (b) Last three turnover
- (c) Period of completion of each contracted works during last 3 years ie corresponding period of turnover.
- (d) Balance work in hand.
- (e) Confirmation that firm is a profit making firm.
- (f) List of works in hand and remaining work to be completed as on date of submission of bid.

NOTE :- (i) Eligibility will be worked out based on RESIDUAL CAPACITY USING THE
Formula :- $A \times N - B = R$
A = Average annual turnover for last three financial years.
N = Period of completion of contracted work (1 years calculated till two decimal places)
B = Value of balance works in running government contracts for above period.
R = Residual capacity.

- (III) The capacity of contractor shall also be analyzed based on quarterly work load return published by the concerned authorities.
- (g) Scanned copy of Demand Draft / Bankers Cheque for “Rs 500.00 ” drawn in favour of GARRISON ENGINEER (AF) YELAHANKA payable at Bangalore towards EMD and DD/Bankers cheque for Rs 500/- towards tender fee.

In addition to all the documents mentioned above, scanned copies of following documents shall also be uploaded :-

(B1) Experience Criteria

Past Experience “similar nature of works” completed in last 5 years.

- (a) Three works costing not less than Rs 7.50 lakhs.
- (b) Two works costing not less than Rs 10.00 lakhs
or
One work costing not less than Rs 20.00 lakhs.

Note Please upload details of “similar nature of works” executed by the firm financial year wise in tabular form giving name of work, Accepting Officer’s details, viz, address, telephone, email etc, date of acceptance of tender and actual date of completion. 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.

and

- (a) Average annual turnover for two consecutive financial years shall not be less than Rs. 25.00 lakhs.

Note Please upload turnover certificate issued by Chartered Accountant for this purpose.

(B2) Financial Criteria

- (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.

Note (i) Proforma of above documents is given below, Please forward above documents issued by your Bankers in Original. Above certificates shall not be older than 6 months as on 01 Jan 2014. Signatory shall endorse his rubber seal, indicate his name & bank employee number, bank address particulars like full address, telephone & fax number.

(III) Alternatively Wealth Tax certificate can also be given, if available.

(c) **FORM OF SOLVENCY CERTIFICATE FROM A SCHEDULED BANK**

This is certified that best of our knowledge and information M/s/Shri/Smt _____ a customer of our bank are/is respectable and can be considered solvent upto Rs. _____ (Rupees _____). This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Place : Signature of Bank Manager
Date : Name, No & Seal of Bank

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

(a) **WORKING CAPITAL CERTIFICATE**

This is certified that M/s/Shri/Smt _____ having address _____ has/have 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. _____ (Rupees _____) and /or the firm is enjoying overdraft/credit facility upto limit of Rs. _____. This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Place : Signature of Bank Manager
Date : Name, No & Seal of Bank

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

(B-3). **Fixed assets.**

Limit of minimum reserves/total of movable or immovable property of fixed assets (in case of companies) (80% of minimum reserve/assets shall be in shape of immovable property) = **Rs 08.00 lakhs.**

Note :- (i) Please forward affidavits on non judicial stamp paper of Rs 100/- each duly notarized and supported by copies of present valuation certificates for both immovable and movable property separately. It should also indicate that immovable property is free from mortgages, hypothecation or any other dispute and encumbrances and clearly belongs to your firm and it should indicate that immovable property will not be sold, transferred, gifted or otherwise disposed off without prior intimation to this office.

(III) Immovable asset value indicated should be supported by valuation certificate from a registered valuar and last tax paid receipt. Valuation certificate shall be on format FORM 0 0 1 (See Rule 8D). Report of valuation of immovable property (Other than agricultural lands, plantations, forests, mines and quarries).

(B-4). **Engineering Establishment.**

(a) One Graduate Engineers from a Government recognized institution.

(b) One diploma Engineers from Government recognized institution with minimum experience of 2 years.

NOTE :- Please upload affidavits on non judicial stamp paper of Rs. 100/- each duly notarized from your side having employed each engineer and from engineer side of taking your employment duly supported by attested copy of engineering degree / diploma as applicable to the individual.

(B-5) **T&P / Machinery**

- | | | | |
|-----|---|---|----------|
| (a) | One bag capacity concrete mixer (Diesel) | - | 01 No |
| (b) | Vibrator (Needle & Plate type) | - | 02 Nos |
| (c) | Steel shuttering with spans props etc (Sqm) | - | 200 Sqmt |

Note :- Please upload affidavit on non judicial paper of Rs. 100/- duly notarized of you of being in possession and having ownership of above T & P with present value of each T & P alongwith ownership details like make & year of manufacture, certified of updated RC Books and valid current insurance papers.

- (B-6) (a) Constitution of firm on an affidavit on non judicial stamp paper of Rs. 100/- duly notarized indicating status of firm, i.e whether it is proprietorship or partnership or Limited firm.

Note :- Please upload notarized copy of partnership deed in case of partnership firm, and notarized Memorandum of Articles of constitution in case of Limited firm.

- (b) Certified copy of Certificate of registration of firm with Registrar of Firms.
- (c) Certified copy of PAN No. /TIN No. of proprietor / partners / firm.
- (d) Certified copy of enlistment letters with various Govt Departments / PSUs.
- (e) Certified copy of general power of attorney in case of person(s) have been authorized to represent the firm including signatory of the applicant.
- (a) Postal address and Police Station Area of proprietor/partners/Directors of the firm. Department will carry out Police Verification of Proprietor/Partners / Directors as applicable.
- (b) Indemnity Bond on non judicial stamp paper of value of Rs. 100/- duly attested by Notary (on format given below)

INDEMNITY BOND

This bond of indemnity is executed on this _____ day _____ by M/s/S' Shri _____ having registered office at _____ to indemnify the Government of India of the following:-

1. We undertake to pay the Government of India any damages that may be found to be recoverable on order of our contracts.
2. We undertake that in case Government is put to pay any loss or disadvantage in monetary of contract by the firm which shall indemnify the government for each loss or disadvantage.
3. This bond of indemnity is executed by M/s _____ and have signed before me. Whatever stated above is true and correct to the best of my knowledge and belief.

Signature of Contractor**Notary**

- (h) Certified copy of Sales Tax Certificate / VAT.
- (j) Notarised affidavit on judicial stamp paper of Rs. 100/- that there are no recoveries outstanding with any organization and there are no arbitration/litigation cases involving recoveries known to be existing on the firm at the time of submitting these details to ur office.
- (k) Notarised affidavit on non judicial stamp paper of Rs 100/- that there is no relationship with any Gazetted/Commissioned Officers and JEs in MES/Corps of Engineers/Ministry of Defence.
- (l) Affidavit on non judicial stamp paper of Rs. 100/- giving details of contracts where arbitration invoked during last five years.

(B-7) Tenderers shall upload copy of police verification certificate from police authorities of the area where the registered office is located. For proprietor / each partner / each director, scanned copy of valid passport duly notarized shall also be applicable in lieu of police verification.

(B-8) Scanned copy of Demand Draft towards the cost of tender and EMD to be uploaded