

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

1	Name of work	OUTSOURCING OF SERVICES FOR ATTENDING B/R AND E/M COMPLAINTS IN MCEME UNDER GE (MCEME) SECUNDERABAD
2	Estimated Cost	Rs 17.00 Lakh (At Par Market)
3	Period of completion	286 days
4	Cost of tender documents	Rs 500.00 in the shape of DD/Bankers cheque from any schedule Bank in favour of GE MCEME Secunderabad and payable at Secunderabad.
5	Website/portal address	www.defproc.gov.in and www.mes.gov.in
6	Type of contract	The tender shall be based on IAFW-1779A & IAFW-2249 with Schedule "A" (Items of Works) to be priced by the tenderer, in the BOQ format attached. The tender shall be based on BOQ and specifications (IAFW-1779 A) and General Conditions of Contracts (IAFW-2249) with BOQ (list of Items of work) to be priced by the tenderer. The tenderers are required to quote their item wise rates of BOQ items.
7	Information & Details :	
	(a) Bid submission start date	12 Oct 2018
	(b) Last date of bid submission	19 Oct 2018
	(c) Date of bid opening	25 Oct 2018
8	Eligibility Criteria	
	(a) For MES enlisted contractors	All contractors enlisted with MES in Class ' E ' and above and category 'a (i) or d(v) " shall be considered qualified provided they do not carry adverse remarks in WLR of competent engineer authority.
	(b) For Contractors not enlisted with MES	(i) The firms not enlisted with MES shall meet the enlistment criteria of 'E' class MES contractors & category 'a(i) or d(v) " i.e with regard to having satisfactorily completed requisite value of works, Annual turnover, Solvency, working capital, immovable property/ fixed assets, T&P, Engineering establishment, no recovery outstanding in any Government 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. (ii) 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. (iii) They should not carry adverse remarks in WLR any other similar report of any authority.

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	(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 documents.
9	Tender issuing and Accepting Officer	CWE (Army), Mudfort, Secunderabad-500003
10	Executing agency	GE (MCEME) Secunderabad
11	Earnest Money	Rs. 34,000/- in favour of GE (MCEME) Secunderabad
12	Applicable SSR	MES SSR-2009 (Specifications) Part-I and SSR 2010 (Rates) Part-II including errata / amendments thereto.

NOTES:-

- (a) The contractor enlisted up to one class below the eligible class (two class below in case of remote and difficult area) may also bid for this tender. Their application/bids will be considered subject to fulfillment of other eligibility criteria given in NIT when the number of applicants of eligible class qualifying for the tender are less than 7 (seven) .
- (b) In case number of eligible class contractors satisfying the eligibility criteria give 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 /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 shall 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 (as applicable) shall not be considered for validation of 'T' bid and their finance bids will not be opened.
- (ii) Contractors should ensure that their original DDs and earnest money (as applicable) are received within 5 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 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 un-enlisted 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.
- (v) In case of applications/bids (enlisted contractor as well as un-enlisted 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.
- (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 issue of tender : 4 to 5 times the tendering limit.
- (bb) In case one class below (two class 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 un-enlisted contractors: 2 times the upper tendering limit of class for which contractor meets the criteria for enlistment.

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- (e) In case any deficiency is noticed, in the documents required to be uploaded by the tenders as per NIT, after opening of cover 1 (T bid) and during technical evaluation, a communication in the form of email / 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.
 - (iv) Contractor shall upload copy of letter showing allotment of provident fund code number/ack of online application. Contractor not in possession of provident fund code number/ack of online application shall be disqualified in 'T' bid Evaluation and their financial bid shall not be opened. However the contractors who have applied for EPF number online may upload the proof indicating the application online and temporary PF code for this purpose.
 - (v) **GST registration number / certificate, without which the T bid will be disqualified and their financial bid will not be opened.**
- (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 Affidavits 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 Private / 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.
 - (vii) Scanned copy of GST registration.
- (h) In case of rejection of technical/prequalification bid, contractor may appeal to next higher Engineer authority i.e **Chief Engineer, Chennai Zone**, Chennai on email **dircontceczchn2-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.
- (j) The court of the place where tender has been issued shall alone have jurisdiction to decide any dispute out of or in respect of this tender. After the acceptance of tender, the condition-72 of IAFW 2249 shall be applicable. (Jurisdiction of courts)

(Signature of Contractor)

Dated:

DCWE (Contracts)
for Accepting Officer