

CA No CWE/MTRW/65 of 2018-19

Srl Page No-

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

1	Name of work	Outsourcing for Housekeeping and Conservancy Services for HQ CWE Mathura, GE (East) and GE (West) Mathura
2	Estimated Cost	₹ 57.00 Lakhs (At par market)
3	Period of completion	11 Months
4	Cost of tender document	₹ 1000.00 in the shape of DD/Bankers cheque from any schedule bank in favour of GE (West) Mathura and payable at Mathura
5	Website/portal address	<a href="http://www.defproc.gov.in">www.defproc.gov.in</a> and <a href="http://www.mes.gov.in">www.mes.gov.in</a>
6	Type of contract	The tender shall be based on IAFW-2249 (General Condition of Contracts) & IAFW-1779A (Revised 1955) List of items of work Schedule 'A'(BOQ/Price bid)} to be priced by the tenderers
7	Information & Details	
	(a) Bid submission start date	Refer Critical dates
	(b) Bid submission end date	
	(c) Date of bid opening	
8	Eligibility criteria	
	(A) For MES enlisted contractors	All contractors enlisted with MES in Class 'C' and above and <b>Category a (i) / b (i) / d (v)</b> subject to remarks wrt performance in respect of works 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 'C' class MES contractors & <b>Category a (i) / b (i) / d (v)</b> i.e with regard to having satisfactory 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 as per enlistment criteria given in Para 1.4 & 1.5 of section 1 of part I of MES annual on Contract-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	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 firms own employees, Director, Project Manager. This shall be subject to certain conditions which prescribed in the NOTE forming part of the tender documents.
9	Tender issuing and Accepting Officer	CWE Mathura
10	Executing agency	GE (West) Mathura
11	Earnest Money	₹ 1,10,500/- in favour of GE (West) Mathura

**NOTES:-**

(a) The contractor one class below may also bid for this tender. Their application shall be considered subject to fulfilment of other eligibility criteria given in NIT when number of applicants of eligible class qualifying for the tender are less than 7 (Seven).

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CA No CWE/MTRW/65 of 2018-19

Srl Page No -

- (b) In case of number of eligible class contractors satisfying the eligibility criteria given in NIT are 7 (seven) or more than 7 (Seven), 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 upgradation 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 (as applicable) shall not be considered for validation of T bid and their financial bids will not be opened.
- (ii) Contractors 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 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 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 financial 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, financial 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 contractor as well as unenlisted contractor) where scanned copy of requisite earnest money as applicable were uploaded but the same are not received in physical form within stipulated time, such bid shall not qualify for opening of financial bid (Cover 2).
- (d) Contractor may note that they shall not be loaded beyond their tendering limit as under :-
- (i) In case contractors of eligible class are selected for issue of tender : 4 to 5 times the tendering limit.
- (ii) In case of one class below contractor are selected for issue of tender : 6 to 7 times.
- (iii) 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
- (iv) Scanned copy of Provident Fund Code Number allotted by EPFO, if applicable as per EPF & MP Act 1952 or copy of proof of application for EPF No (Temporary).
- (v) Scanned copy of GST registration number.
- (g) Contractor not enlisted with MES will be required to upload necessary documents to prove their eligibility for enlistment in eligible class & category or 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 1 of MES Manual on Contracts 2007 (Reprint 2012). Following documents shall also be uploaded amongst others:-


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CA No CWE/MTRW/65 of 2018-19


Srl Page No -

- (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 / 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 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 year issued by Chartered Accountant alongwith relevant pages of audited balance sheets in support thereof.
- (iv) Affidavit for possession of movable & immovable properties by proprietor/partner owning the immovable property alongwith 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) Scanned copy of Provident Fund Code Number allotted by EPFO, if applicable as per EPF & MP Act 1952 or copy of proof of application for EPF No (Temporary).
- (viii) Scanned copy of GST registration number.
- (h) In case of rejection of technical /prequalification bid, contractor may appeal prior to opening of financial bid to next higher Engineer authority ie. Chief Engineer Jaipur Zone on email [cezjpr2-mes@nic.in](mailto:cezjpr2-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) Keeping in view the applicability of GST on all contracts, it is mandatory for the contractors to upload their GST Registration Number alongwith the 'T' bid. This will be one of the criteria for qualifying in 'T' bid. Contractor, who does not upload GST registration No. shall be disqualified in the 'T' bid evaluation and his Financial bid shall not be opened.
- (k) The Contractor shall also ensure compliance of the EPF & MP Act, 1952 by the sub-contractors, if any engaged by the contractor for the said work with prior approval of competent authority.
- (l) 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-Jurisdiction of Court of IAFW-2249 shall be applicable.

SIGNATURE OF CONTRACTOR

  
 (SG Dwivedy)  
 Lt Col  
 SSW  
 for Accepting Officer

File No -85019/MTRW/65/ 06 /E8

 Oct 2018

 Commander Works Engineers  
 Military Engineer Services  
 Mathura Cantt  
 Mathura-281001

 Distribution : - GE (West) Mathura  
 E-2 Section (Internal)  
 Notice Board