

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

1.	Name of work	<b>SUPPLY AND MANUFACTURE OF FURNITURE FOR OTM ACCN AT RANGIA</b>
2.	Estimated Cost	<b>₹ 36.00 LAKHS</b> (At par market)
3.	Period Of Completion	<b>05 (Five) months</b>
4.	Cost of Tender Documents	<b>₹ 1,000.00</b> in the shape of DD/ Bankers Cheque from any Scheduled Bank in favour of <b>GE RANGIA</b> and payable at <b>RANGIA</b> . (Scanned copy to be uploaded on-line and original to be forwarded off-line so as to reach this HQ before due date.)
5.	Website /Portal Address	<b><u>www.defproc.gov.in</u>and<u>www.mes.gov.in</u></b>
6.	Type of Contract	The tender shall be based on drawings and specification (IAFW-1815(R)) and GCC (IAFW-1815-Z) with Schedule 'A' (List of item of Work) to be priced by tenderer. The Tenderers are required to quote their rate against items of Schedule 'A'.
7.	<b>Information &amp; Details</b>	
	(a) Bid Submission start Date	} - Refer Critical Dates
	(b) Last date of Bid Submission	
	(c) Date of Bid Opening	
8.	<b>Eligibility Criteria</b>	
	(A) For MES enlisted Contractors	(a) All Contractors enlisted with MES in <b>Class 'D'</b> and <b>Category (d)(i) [MANUFACTURE OF FURNITURE]</b> shall be considered qualified provided they do not carry adverse remarks in WLR of competent engineer authority.
	(B) For Other Contractors	(a) The Firm not enlisted with MES meeting the enlistment criteria of <b>Class 'D'</b> and <b>Category (d)(i) [MANUFACTURE OF FURNITURE]</b> i.e. 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 part 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/Notarised copy of valid passport of proprietor/each partner/each Director. (c) They should not carry any adverse remarks in WLR /or any similar report of any authority.
	(C) For All Contractors	(a) 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/Daughter / Spouse of proprietor/partner/director and firm's own employees, Directors, Project Manager. This shall be subject to certain conditions which will be prescribed in the Notice of Tender (NOT) forming part of tender documents.
9.	Tender Issuing and Accepting Officer	<b>CE SILIGURI ZONE</b>
10.	Executing Agency	<b>GE RANGIA</b>



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11.	Earnest Money	₹ 73000.00 in shape of DD / Bankers Cheque from any Scheduled / Nationalised Bank in favour of <b>GE RANGIA</b> and payable at <b>RANGIA</b> . (Scanned copy to be uploaded on-line and original to be forwarded off-line so as to reach this HQ before due date.)
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**NOTES:-**

- (a) Contractor one class 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).
- (b) In case number of eligible class contractors 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/two 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 documents, like scanned copy of 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) and other documents as specified in para (d) & (e) are received **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, 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. (Cover-2)  
(iv) **In case of applications/bids from UNENLISTED CONTRACTORS**, where scanned copies of requisite DO/Bankers Cheque towards cost of tender has been uploaded but physical copies are not received within 07 days of bid submission end date, finance bids will not be opened. Name of such contractor's 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 copies of requisite Earnest money (as applicable) were uploaded but the same are not received in physical form within 07 days of bid submission end date, such bids shall not qualify for opening of finance bid. (Cover-2)
- (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 class below contractors are selected for issue of tender:- **6 to 7times**.  
(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






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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 on Firm's letter head duly signed.  
 (ii) Enlistment letter  
 (iii) Scanned copy of DD of cost of tender
- (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 MES Manual on Contractors 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 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.
- (h) **In case of rejection of technical/ prequalification bid**, contractor may appeal to next higher Engineer authority i.e. Chief Engineer Eastern Command Kolkata on email [itdgcontceengrkl-mes.@nic.in](mailto:itdgcontceengrkl-mes.@nic.in) with copy to Chief Engineer Siliguri Zone. cezs2-mes@gov.in before the date of opening of finance bid against rejection. The decision of **Chief Engineer Eastern Command Kolkata** shall be final and binding. However contractor/bidder shall not be entitled to any compensation whatsoever for rejection of technical/prequalification bid.
- (i) **Jurisdiction of courts:** Irrespective of the place of submission of e-bid by the bidder the courts of Siliguri only shall have jurisdiction with reference to any matter pertaining to this tender.
- (j) **After acceptance of contract, prior to placing Work Order, GE shall ensure that the contractor has EPF Registration Code No., if applicable, and keep documentary proof on record. The contractor shall ensure compliance of the EPF & MP Act 1952 as amended till Bid Submission end date.**

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 HQ Chief Engineer Siliguri Zone  
 Military Engineer Services  
 Sevoke Road, PO: Salugara  
 Siliguri- 734008 (WB)

  
 (Anant Joshi)  
 Dy Dir (Contracts)  
 for Chief Engineer

Dated : 12 Oct 2018