

APPENDIX 'A' TO NOTICE INVITING e – TENDER

1.	Name of work	:	OUTSOURCING OF SERVICES FOR MAINTENANCE & OPERATION OF FIRE FIGHTING INSTALLATION AND CONNECTED WORKS AT AF STATION LEH
2.	Estimated Cost of Work	:	Rs. 14.95 Lakh (At par Market)
3.	Period of completion	:	11 Months
4.	Cost of tender documents	:	Rs 500.00 in the form of DD / Bankers cheque from any Scheduled/Nationalized bank in favour of GE (AF) Leh, payable at Leh (Copy shall be uploaded online and original to be submitted offline before due date of opening of cover-1)
5.	Website/portal address	:	www.defproc.gov.in AND www.mes.gov.in
6.	Type of contract	:	The tender shall be Item Rate Contract based on IAFW-1779A with list of items works to be quoted by the contractor.
7.	Information & details	:	
	(a) Bid Submission Start Date	:	28 Dec 2018 at 1800hrs
	(b) Last Date of Bid Submission	:	04 Jan 2018 at 1800hrs
	(c) Date of opening of bid	:	09 Jan 2019 at 1000hrs & subsequent days
8.	<u>Eligibility Criteria</u>		
	(a) <u>For MES enlisted contractors</u>	:	All contractor enlisted with MES in Class 'E' and above and Category d(v) subject to the remarks wrt performance in respect of works in hand reflected in Work Load Return (WLR), circulated by competent authority. Refer Note-below. Notes: (i) Contractor to upload copies of enlistment letter, GST Registration Number & Provident fund code number, failing which his bid shall be disqualified in 'T' bid evaluation & his Finance bid shall not be opened.
	(b) <u>For other contractors</u>	:	(a) The firms not enlisted in MES shall meet the enlistment criteria of Class 'E' MES contractors & Category d(v) , i.e. with regards 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., as per enlistment criteria given in Para 1.4 & 1.5 of section 1 Part I of MES Manual on Contracts- 2007 (Reprint 2012) as available in all MES formations. (b) These firms shall also submit the copy of police verification from police authority of area where the registered office of the firm is located/ notarized copy of valid passport of Proprietor/each Partner/ each Director. (c) Firm should not carry adverse remarks in WLR or any other similar report of any authority. Note: Tenderer to also upload copy of GST Registration Number & Provident fund code number, failing which his bid shall be disqualified in 'T' bid evaluation & his Finance bid shall not be opened.
	(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 Notice of Tender (NOT) forming part of the contract.
9.	Tender Issuing & Accepting officer	:	CWE (AF) Leh
10.	Executing agency	:	GE (AF) Leh
11.	Earnest money	:	Rs 30,000.00 in the shape of DD/ Banker's cheque from any Scheduled bank in favour of GE (AF) Leh .

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- (a) The contractor enlisted upto one class below the eligible class may also apply/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 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 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 contractor. 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 finance 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, 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 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 contractor's 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 (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 stipulated date, such bids shall not qualify for opening of finance bid (cover2).
- (d) Contractors may note that they shall not be loaded beyond their tendering limit as under:-
- (i) In case contractors of eligible class are selected for issues of tender: 4 to 5 times the tendering limit.
- (ii) In case of one class below eligible class contractors are selected for issue of tender : 6 to 7 times.
- (iii) In case of un-enlisted 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) Documents of EPF code number & EPF registration.
- (v) Documents in support of GST registration

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- (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 1 of MES Manual on contractor 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., Email 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 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) Affidavit 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 required to be in the name of the company. 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 Engineers authority i.e. HQ CE (AF) Udampur Zone on email cezafu2-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) Court of 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 Courts of IAFW-2249 shall be applicable.

Signature of contractor
Dated:_____

(Gurpreet Singh)
AE (QS&C)
ACWE (Contracts)
for Accepting Officer

File No. 8318/LEH/T-10/03/E8

Dated: 08 Dec 2018

Headquarters
Commander Works Engineers (AF)
Leh