

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

1	Name of work	<b>REPAIRS TO DRAIN, FENCING, COMPOUND WALL/ RETAINING WALL AND FOOTPATH AT POCKET 'A', 'B', 'C', 'D' &amp; 'E' AT HQ SAC TRIVANDRUM</b>
2	Estimated Cost	Rs. <b>11.50 Lakhs</b> (at par market)
3	Period of completion	<b>9 months</b>
4	Cost of tender documents	<b>Rs. 500/-</b> in the form of DD/ Banker's Cheque from any Scheduled Bank in favour of GE (AF) Trivandrum payable at Trivandrum
5	Website / portal address	www.defproc.gov.in and ww.mes.gov.in
6	Type of Contract	Item Rate Type based on IAFW-1779A (Revised 1955) and IAFW-2249 (General Conditions of contracts) along with Schedule 'A' (BOQ) to be quoted by the contractor electronically
<b><u>CRITICAL DATES</u></b>		
7	Date of publishing tender documents	<b>15 OCT 2018</b>
	Bid submission start date	<b>30 OCT 2018 at 0900 Hrs</b>
	Last date of bid submission	<b>08 NOV 2018 up to 1800 Hrs</b>
	Date of bid opening	<b>09 NOV 2018 at 1100 Hrs</b>
<b><u>ELIGIBILITY CRITERIA</u></b>		
8	(A) For MES Enlisted Contractors	All contractors enlisted with MES in <b>Class - 'E'</b> and above and category <b>a(i)</b> subject to remarks wrt performance in respect of works in hand reflected in Work Load Return (WLR) circulated by competent engineer authority. Refer Note below.
	(B) For Other Contractors	a) The firms not enlisted with MES shall meet the enlistment criteria of <b>'E'</b> class MES contractors and category <b>a(i)</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 Dept, police verification/ passport etc as per enlistment criteria given in Para 1.4 and 1.5 of Section 1, Part I of MES Manual on Contracts 2007 (Reprint 2012) as available in all MES formations.

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8		For Contractors (Contd/--)	Other	<p>b) These firms shall also submit either a copy of police verification from police authority of the area where the registered office of the firm is located or a notarized copy of valid passport of proprietor / each partner/ each Director.</p> <p>c) The firm should not carry adverse remarks in WLR of any other similar report of any authority.</p>
	(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 or 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 NOT forming part of tender documents.
9	Tender Issuing and Accepting Officer			<b>GE (AF) Trivandrum</b>
10	Earnest Money			<b>Rs. 23,000.00</b> in favour of GE (AF) Trivandrum

**NOTES:**

**(A)** Contractor one class below (two class below in case of remote and difficult area) may also bid for this tender. 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 contractors. Contractors one class below may also 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 **five** 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, 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 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 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 contractors 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 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:

- 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 (two class in case of remote and difficult area as the case may be) contractors are selected for issue of tender : 6 & 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 for cost of tender
- iv)** Goods and Services Tax (GST) Registration Number details

**(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, Part I of MES Manual of Contracts 2007 (Reprint 2012). Following documents shall also be uploaded amongst others:

Contd....

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- 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, email 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 and immovable properties by proprietor / partner owning the immovable property along with Valuation Certificate from registered Valuer in support of movable and immovable properties. In case of limited company, the immovable property is required to be in the name of company.
- v) In addition, the un-enlisted contractors shall also furnish affidavit on non Judicial stamp paper in form of hard copy declaring their turnover for last 2 (two) years.
- vi) Scanned copy of DD for cost of tender and earnest money
- vii) Goods and Services Tax (GST) Registration Number details

**Note: All affidavits shall be on non judicial stamp paper costing not less than Rs.200/-**

**(H)** After acceptance of tender and before placing of work order the bidder shall submit provident fund code number details if applicable to ensure compliance of EPF and MP Act, 1952.

**(I)** In case of rejection of technical/ prequalification bid, contractor may appeal to Next Higher Engineer Authority i.e. CWE (AF) Trivandrum on email id cwetvme8.ker@nic.in against rejection, whose decision shall be final and binding. However contractor/bidder shall not be entitled for any compensation whatsoever for rejection of technical/ prequalification bid.

Signature of Contractor

(Santhi Thirunavukkarasu)  
AE (QS&C)  
AGE (Contracts)  
For Accepting Officer

File No. 8104/ 03 / E8

Dated : 15 OCT 2018

GE (AF) Trivandrum  
Pulayanarkotta, Thuruvikkal Post  
Trivandrum-11