Notice Inviting Tender

NIT No. SRO/MKT/TH/133  Date: 06.09.2012

Sealed tenders are invited from reputed Engineering Design Consultancy Firms for providing design and consultancy services for structural design, PHE services, Fire Fighting Services, and Electrical works for Construction of Regional Centre, IGNOU, Bangalore as per following terms & Conditions,

1) **Scope of Services**: The total scope involved is as follows,

   a) **Structural Design**:  
      Including analysis and design of RCC Frame (Basement +G+1 Floors as per approved plans/sections) as per latest IS Codes & design standards. The buildings are to be designed to cater for 2 additional floors, and should be earthquake resistant. Submission of detailed drawings, preparation of BOQ consisting of RCC quantities, steel, BBS, and Shuttering. The design will be proof checked and in case of any faulty design, the design shall be resubmitted after due corrections after which Good for Construction drawings in requisite copies to be submitted. Making site visits as per requirements even during construction as required.

   b) **PHE design**:  
      Designing of water supply & sanitary systems, UG sump, STP OR Septic tank with soak pit (as per relevant standards), preparation of detailed drawings showing location of Sanitary & water supply installations, drainage systems, Rain water harvesting systems, making site visits as per requirements, preparation of detailed BOQ and GFC Drawings etc., complete.

   c) **Electrical Design**:  
      Designing of electrical requirements as per basic plan supplied to you, Load calculation & recommendation of Transformer & DG Capacity, Designing of metering panel and providing SLD, Preparation of all GA and GFC drawings floor wise, preparation of detailed BOQ, Making site visits as per requirements etc complete.

   d) **Fire Fighting Services**:  
      Designing of Fire fighting equipments, Fire Hydrant System for auditorium block with External Yard Hydrants and Hydrant Valves etc. Preparation of all GA and GFC drawings floor wise, preparation of detailed BOQ, Making site visits as per requirements etc complete.
2) Approximate area of buildings: 80,000 sft
3) Approximate amount put to tender: Rs.8,00,000/- (Rupees Eight Lakhs only).
4) Rate: To be quoted for Detailed BOQ enclosed
5) Service tax: Payable extra @ prevailing rates on production of documentary evidence of payment.
6) Time period for completion: Total services to be completed in 4 months time from the date of issue of LOI or notice to proceed.
7) TDS: shall be deducted at applicable rates.
8) E.M.D.: Rs.8000/- (Rupees Eight thousand only). This can be either in the form of Cross Demand Draft or Pay Order of any Nationalized Bank / Scheduled Bank for the full amount of EMD payable favouring “Engineering Projects (India) Ltd., payable at Chennai. Tenders submitted without EMD or with inadequate amount of EMD shall be rejected.

9) Performance guarantee: Successful bidder shall furnish **10% of the contract value of the accepted tender in the form of Crossed Demand Draft from a Nationalised Bank / Scheduled Bank within 15 days from the date of issue of letter / fax / telegram of Intent of tender.**

10) **Time Schedule of Tender Activities:**

   (i) Date & Time for downloading tender documents from 07.09.2012 to 12.09.2012 up to 05:00 PM
   (ii) Last date & Time for submission of Tenders on or before 14.09.2012 up to 04:00 PM
   (iii) Date & Time of opening Technical-Commercial Bid on 17.09.2012 at 04:30 PM

11) Validity of Bid: The bid shall remain valid for a period of 90 days from the date of opening of tender.

12) Contractors who fulfill the following basic qualifying requirements are eligible to participate in the tender. Joint ventures will also be accepted on production of proof of documents in support of offering similar nature of Consultancy services with a proper MOU.

   a) Experience of having successfully completed works during the last 5 years ending 31.03.2012

      i. Three similar completed Consultancy works costing not less than the amount equal to 40% of the estimated cost put to tender

      OR

      ii. Two similar completed Consultancy works costing not less than the amount equal to 60% of the estimated cost put to tender
iii. One similar completed Consultancy works of aggregate cost not less than the amount equal to 80% of the estimated cost put to tender

The “Similar Works” shall means the Consultancy work involving Structural design, PHE design, Electrical design and design for Fire firefighting works with at least G+1 configuration of building works.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to last date of receipt of applications for tenders.

b) Should have average annual financial turnover on works amounting at least 30% of the estimated cost during the immediate last three consecutive financial years ending on 31.03.2012. This should be duly certified by a Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average. Provisional Balance sheet duly certified by a Chartered Accountant may be submitted for 2011-12.

c) Should not have incurred any loss in more than two years during the immediate last five consecutive financial years, ending 31.03.2012, duly certified by the Chartered Accountant.

d) Should have a solvency of 40% of estimated cost issued by his bankers. The certificate should be issued after 01.04.2012.

e) Should have a valid PAN (Permanent Account Number of Income Tax)

f) It is desirable to have valid Service tax Registration and the bidders should enclose a copy of the same along with other documents.

g) Bid Capacity: The bidding capacity of the contractor should be equal to or more than the estimated cost of the work put to Tender. The bidding capacity shall be worked out by the following formula:

\[
\text{Bidding Capacity} = [A \times N \times 2] - B
\]

Where,

\(A\) = Maximum value of Consultancy works executed in any one year during the last five years taking into account the complete as well as works in progress.

\(N\) = Number of years prescribed for completion of work for which bids have been invited

\(B\) = Value of existing commitments and ongoing works to be completed during the period of completion of work for which bids have been invited.

Financial data of the work done for latest last five years has to be submitted by the tenderer. The financial data shall be certified by the Chartered Accountant with his stamp and signature. Last five (5) years means 2011-2012, 2010-2011, 2009-2010, 2008-2009 and 2007-2008.
Even though an applicant may satisfy the eligibility criteria, EPI reserves the right for not issuing the tender document if the applicant’s has record of poor performance such as abandoning work, not properly completing the work, delay in completion of work, poor quality of work, financial failure / weakness etc.

EPI’s empanelled contractors can also participate in the tender provided they fulfill the above qualifying requirement.

13. Tender documents comprising of the following are available on the website of: www.epi.gov.in / www.eprocure.gov.in.

   (i) Notice Inviting Tender
   (ii) Instruction to Tenderers & General Conditions of Contract, Memorandum
   (iii) Price Bid / Bill of Quantity
   (iv) General Conditions of Contract (GCC) of EPI. This can be downloaded from EPI website at www.epi.gov.in > Tenders > GCC

14. Other Conditions:

   All other conditions applicable as per EPI’s General conditions of Contract and the same is available with our contract division. The subcontract shall be governed by the Indian Laws for the time being in force.

Tenders shall be submitted in sealed envelope marked as for Providing consultancy services involving structural design, designing of PHE services, Fire Fighting Services and Electrical works For construction of Regional Centre, IGNOU, Bangalore at the following address by Registered Post or through messenger:

The Addl. General Manager, Engineering Projects (India) Ltd., Southern Regional Office, 3-D, East Coast Chambers, 92, G.N. Chetty Road, T.Nagar, Chennai – 600 017. Phone No. 044-28156421 / 28156886 / 28157106

Parties are also requested to attend the opening of tender at the above mentioned address in Chennai and opening of price bid shall be informed to parties after evaluation formalities are over.

EPI reserves the right to extend the date of submission of the tender or cancel the tender or annul this process without assigning any reason whatsoever. The information of extension/cancellation, if any, shall be given on the EPI’s website www.epi.gov.in / www.eprocure.gov.in The intending Tenderers are requested to visit the website regularly for this purpose.
ADDENDUM TO INSTRUCTION TO TENDERERS

1.0 MODE OF SUBMISSION

(a) The tenderer is required to submit their offer in 2 (Two) separate sealed envelopes / covers (Envelope 1 & Envelope 2) as mentioned in the Instruction to Tenderers.

(b) The Envelope – 1 shall also contain the documents meeting the qualifying criteria mentioned in ‘Notice Inviting Tender’ Clause No. 12.0 (a) to 12.0 (g) in addition to Clause No. 1.0 (i) to (vi) given in Page No. (1) of “INSTRUCTIONS TO TENDERERS” and the documents as per clause no. 3 below.

(c) The Envelope -2 shall contain Bill of Quantities.

2.0 Clause No. 1.1 of Instruction to Tenderers as given in Page (2) of Instruction to Tenderers stands amended as below:

First the Envelope – 1 of the tenderer shall be opened. Tenderers who unconditionally accept the tender conditions, deposit the required Earnest Money, who meets the qualifying criteria mentioned in Clause No. 12.0 (a) to 12.0 (g) of NIT, submit tender fees, if applicable and whose Techno – Commercial Bid along with PQ documents is found suitable shall be considered for the opening of their Price Bid and Envelope – 2 of such tenderers shall only be opened. The Tenders not accompanied by requisite Earnest Money and / or not conveying un-conditional acceptance of tender conditions and / or not meeting the qualifying criteria or whose Techno – Commercial Bid and PQ Documents are not found acceptable, shall be rejected and such tenderer shall not be allowed to attend Price Bid opening i.e. opening of Envelope – 2.

3.0 Clause No. 19 of Instruction to Tenderers as given in Page (6) of Instruction to Tenderers stands amended as below:

Tenderer shall submit the following documents along with their tenders in Envelope-1 (Techno-Commercial Bid)

a) List of works executed during the last 5 years indicating name of the client, value, date of start and completion. (Annexure – B) along with notarized copies of experience certificate.

b) List of works under execution indicating name of the client, value, date of start and completion. (Annexure – C) along with notarized copies of Letter of Authority / Award, Intent, Work Order, Agreement etc.

c) Details of similar works executed during last 5 years (Annexure – D) along with notarized copies of certificate

d) Notarised copies of Audited balance sheet and profit and loss account for the last 3 years.
e) Original turnover certificate for last 3 (three) financial years issued by the Chartered Accountant.

f) Copy of latest income-tax returns filed.

g) Details of manpower available (Annexure – E) – The details of site in-charge, site engineers, safety officer, planning engineer, site supervisor, quality control engineer to be deployed exclusive for this job.

h) Details of equipment, tools and plant available (Annexure (F)

i) Credentials and completion certificates.

j) Registration Certificate/Memorandum and Articles of Association/Partnership Deed.

k) Copy of Provident Fund Number allotted by PF authorities.

l) Copy of letters of registration with various authorities like CPWD, State PWD, MES and Public Sector Undertakings, etc.

m) Original Solvency certificate from Bank for the subject tender (Annexure – G)

n) VAT/ Sales Tax Registration and Clearance Certificate.

o) An affidavit on non-judicial stamp paper of Rs. 100/- duly certified that the particulars furnished against existing commitments on works under execution along with stipulated period for completion of remaining time for each of the work (Annexure – H)

p) Any other document as stipulated above and in “Tender Documents

Seal and signature of the tenderer
LETTER OF UNDERTAKING
(TO BE TYPED ON LETTER HEAD)

To
The Addl. General Manager,
Engineering Projects (India) Ltd.,
Southern Regional Office,
3-D, East Coast Chambers,
92, G.N. Chetty Road, T.Nagar,
Chennai – 600 017.
Phone No. 044-28156421 / 28156886 / 28157106

REF.: Tender “For Providing consultancy services involving structural
design, designing of PHE services, Fire Fighting Services and
Electrical works For construction of Regional Centre, IGNOU,
Bangalore.”

NIT No. : SRO/MKT/TH/ 133 dt. 06.09.2012

Sir,

UNDERTAKING FOR ACCEPTANCE OF TENDER CONDITIONS

1. The Tender Documents for the work as mentioned in “Memorandum” to “Form of Tender” have been issued to me / us by ENGINEERING PROJECTS (INDIA) LIMITED and I / We hereby unconditionally accept the tender conditions and Tender Documents in its entirety for the above work.

2. The contents of clause 1.2 and 1.3 of (GCC) the Tender Documents (Instructions to Tenderers) have been noted wherein it is clarified that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remark(s) / condition(s) (except unconditional rebate on price, if any) in the ‘Price-Bid’ enclosed in “Envelope-2” and the same has been followed in the present case. In case this provision of the Tender is found violated at any time after opening “Envelope-2”, I / We agree that my/our tender shall be summarily rejected and EPI shall, without prejudice to any other right or remedy be at liberty to forfeit the full said Earnest Money absolutely.

3. The required Earnest Money for this work is enclosed herewith.

Yours faithfully,
(Signature of the Tenderer)
Seal of Tenderer

Date:

(Signature of Bidder with seal)
FORM OF TENDER  
(TO BE TYPED ON LETTER HEAD)

To  
The Addl. General Manager,  
Engineering Projects (India) Ltd.,  
Southern Regional Office,  
3-D, East Coast Chambers,  
92, G.N. Chetty Road, T.Nagar,  
Chennai – 600 017.  
Phone No. 044-28156421 / 28156886 / 28157106

REF.: Tender For Providing consultancy services involving structural design, designing of PHE services, Fire Fighting Services and Electrical works For construction of Regional Centre, IGNOU, Bangalore.

NIT No. : SRO/MKT/TH/ 133 dt. 06.09.2012

1. I/We hereby tender for execution of work as mentioned in “Memorandum” to this “Form of Tender” as per Tender Documents within the time schedule of completion of work as per separately signed and accepted rates in the Bill of Quantities quoted by me / us for the whole work in accordance with the Notice Inviting Tender, Conditions of Contract, Specifications of materials and workmanship, Bill of Quantities Drawings, Time Schedule for completion of jobs, and other documents and papers, all as detailed in Tender Documents.

2. It is agreed that the time stipulated for jobs and completion of works in all respects and in different stages mentioned in the “Time Schedule for completion of jobs” and signed and accepted by me/us is the essence of the contract. I/We agree that in case of failure on my/our part to strictly observe the time of completion mentioned for jobs and the final completion of works in all respects according to the schedule set out in the said “Time Schedule for completion of jobs” and stipulations contained in the contract, the recovery shall be made from me/us as specified therein. In exceptional circumstances extension of time which shall always be in writing may, however be granted by EPI at its entire discretion for some items, and I/We agree that such extension of time will not be counted for the final completion of work as stipulated in the said “Time schedule of completion of jobs”.

3. I/We agree to pay the Earnest Money, Security Deposit cum Performance Guarantee, Retention Money and accept the terms and conditions as laid down in the “Memorandum” to this “Form of Tender”.

4. Should this Tender be accepted, I/We agree to abide by and fulfill all terms and conditions referred to above and as contained in Tender Documents elsewhere and in default thereof, allow EPI to forfeit and pay EPI, or its successors or its authorized nominees such sums of money as are stipulated in the Tender Documents.

Signature of Bidder with seal
5. I/We hereby pay the earnest money amount as mentioned in the “Memorandum” to this “Form of Tender” in favour of Engineering Projects (India) Limited payable at place as mentioned in the “NIT/ITT”.

6. If I/we fail to commence the work within 10 days of the date of issue of Letter of Intent and /or I/We fail to sign the agreement as per Clause 84 of General Conditions of Contract and/or I/We fail to submit Security Deposit cum Performance Guarantee as per Clause 9.0 & 9.1 of General Conditions of Contract, I/We agree that EPI shall, without prejudice to any other right or remedy, be at liberty to cancel the Letter of Intent and to forfeit the said earnest money as specified above.

7. I/We are also enclosing herewith the Letter of Undertaking on the prescribed proforma as referred to in condition of NIT.

Date the _____________________ day of _________________________

SIGNATURE OF TENDERER

NAME (CAPITAL LETTERS) : _________________________________________

OCCUPATION _________________________________________

ADDRESS  _______________________________________

______________________________________

SEAL OF TENDERER
MEMORANDUM
(ENCLOSURE TO FORM OF TENDER)

REF.: Tender For Providing consultancy services involving structural design, designing of PHE services, Fire Fighting Services and Electrical works For construction of Regional Centre, IGNOU, Bangalore.

NIT No.: SRO/MKT/TH/ 133 dt. 06.09.2012

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description</th>
<th>Cl. No.</th>
<th>Values / Description to be application for relevant clause(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>i)</td>
<td>Name of Work</td>
<td></td>
<td>Project Management Consultancy Service for Construction of Regional Centre at Bangalore</td>
</tr>
<tr>
<td>ii)</td>
<td>Owner / Client / Employer</td>
<td></td>
<td>Indira Gandhi National Open University</td>
</tr>
<tr>
<td>iii)</td>
<td>Type of Tender</td>
<td></td>
<td>Item Rate</td>
</tr>
<tr>
<td>iv)</td>
<td>Earnest Money Deposit</td>
<td>NIT</td>
<td>Rs. 8,000/- (Rupees Eight Thousand Only)</td>
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<tr>
<td>v)</td>
<td>Estimated Cost</td>
<td>NIT</td>
<td>Rs.8,00,000/- (Rupees Eight Lakhs Only)</td>
</tr>
<tr>
<td>vi)</td>
<td>Time for completion of work</td>
<td>NIT</td>
<td>Total work to be completed in 4 (four) months in accordance with the time schedule of completion of work in the Tender Documents.</td>
</tr>
<tr>
<td>vii)</td>
<td>Mobilization Advance</td>
<td>8</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>viii)</td>
<td>Interest Rate on Mobilization</td>
<td>8</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>ix)</td>
<td>Number of installments for recovery of Mobilization Advance</td>
<td>8</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>x)</td>
<td>Schedule of Rates Applicable</td>
<td>69</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>xi)</td>
<td>Validity of Tender</td>
<td>4</td>
<td>90 (Ninety) days</td>
</tr>
<tr>
<td>xii)</td>
<td>Security Deposit cum Performance Guarantee</td>
<td>9</td>
<td>10.00% (Ten Percent only) of the contract value of the accepted tender in the form of Crossed Demand Draft from a Nationalised Bank / Scheduled Bank within 15 days from the date of issue of letter / fax / telegram of Intent of tender.</td>
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<tr>
<td></td>
<td>Description</td>
<td>Value</td>
<td>Details</td>
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<td>xiii</td>
<td>Retention Money</td>
<td>10.0</td>
<td>5% of the gross amount of each running bill will be deducted.</td>
</tr>
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<td>xiv</td>
<td>Time allowed for starting the work</td>
<td>43.0</td>
<td>The date of start of contract shall be reckoned from the date of issue of telegram / letter / FAX of Intent of Tender.</td>
</tr>
<tr>
<td>xv</td>
<td>Defect Liability Period</td>
<td>74.0</td>
<td>NIL</td>
</tr>
<tr>
<td>xvi</td>
<td>Arbitration</td>
<td>76</td>
<td>Arbitration shall be as per provisions of clause no. 76 of GCC. The venue of Arbitration shall be EPI, Chennai</td>
</tr>
<tr>
<td>xvii</td>
<td>Jurisdiction</td>
<td>76.3</td>
<td>Courts in Chennai</td>
</tr>
</tbody>
</table>

SIGNATURE OF TENDERER

NAME (CAPITAL LETTERS) : _________________________________________

OCCUPATION ________________________________________________

ADDRESS ________________________________________________

_________________________________________________________

SEAL OF TENDERER
FORMS
ENGINEERING PROJECTS (INDIA) LIMITED  
(A Government of India Enterprise)

Form - A

Work: (Name of the Work as mentioned in NIT)

NIT No:............................................

..........................

LIST OF WORKS EXECUTED DURING THE LAST 5 YEARS

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of the work</th>
<th>Name of Employer / Client</th>
<th>Value of Contract (Rs in Crores)</th>
<th>Date of Start</th>
<th>Stipulated Date of Completion</th>
<th>Actual Date of Completion</th>
<th>Reasons for delay in completion, if any</th>
<th>Whether LD / Penalty has been imposed by Employer / Client</th>
</tr>
</thead>
<tbody>
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</table>

Note: LD - Liquidated Damage
Work: (Name of the Work as mentioned in NIT)

NIT No.: ………………………………dtd…………………………

**LIST OF WORKS UNDER EXECUTION**

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of work</th>
<th>Contract No. &amp; Date</th>
<th>Name and Address of Employer / client</th>
<th>Value of contract (Rs. In Crores)</th>
<th>Value of work completed (Rs. in Crores)</th>
<th>Stipulated period of completion</th>
<th>Anticipated date of completion</th>
<th>Remarks</th>
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</table>
Work: (Name of the work as mentioned in NIT)

NIT No: ………………………………dtd…………………………

### SIMILAR WORKS EXECUTED DURING LAST 5 YEARS

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description of the work</th>
<th>Name of Employer / Client</th>
<th>Value of Contract (Rs. in Crores)</th>
<th>Date of Start</th>
<th>Stipulated Date of Completion</th>
<th>Actual Date of Completion</th>
<th>Reasons for delay in completion, if any</th>
<th>Whether LD / Penalty has been imposed by Employer / Client</th>
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Note: LD - Liquidated Damage
ENGINEERING PROJECTS (INDIA) LIMITED
(A Government of India Enterprise)

Form - D

Work: (Name of the work as mentioned in NIT)

NIT No: ………………………….dtd…………………………

DETAILS OF MAN POWER TO BE DEPLOYED

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Position</th>
<th>Name</th>
<th>Qualification</th>
<th>Year of Experience (General)</th>
<th>Years of experience in the proposed position</th>
</tr>
</thead>
<tbody>
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Note: Above list shall contain the details of site incharge, site engineers, safety officer, planning engineer, site supervisors, quality control engineer, etc. to be deployed exclusively for this job.
SOLVENCY CERTIFICATE

This is to certify that to the best of our knowledge and information that M/s. _____________________, a customer of our bank, are respectable and can be treated as good for any engagement ___________________________ (Name of the project) upto a limit of Rs. ____________ (Rupees ______________________________). This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Signature of the Banker
CONTACT DETAILS

1. Name of the tenderer:  

2. Name of the contact person:  

3. Details of the person who signed this tender documents
   Name:  
   Designation:  

4. Postal address for communication:  

5. E-mail address:  

6. Office phone numbers:  

7. Fax numbers:  

INDENT FOR SELECTION OF ASSOCIATE / CONTRACTOR

1. Reference No. & Date : SRO/PMD/646/01 dt. 06.09.2012
2. Name of Indenting Division : PMD
3. Name and details of Project : Consultancy work for Structural, PHE, Electrical, Firefighting & HVAC works
4. Status of Indent : Post-tender
5. Scheduled / Required date by which contract is to be finalized : 15 days
6. Documents attached with the Indent (seven copies of each)
   a) Detailed scope of work & BOQ (if applicable) : Enclosed
   b) Terms & Conditions Enclosed : Enclosed
   c) Special Terms & Conditions : Enclosed
   d) Schedule of work duly approved commencement and completion dates : Not Enclosed
   e) Drawings (specify tender drawings / design / working drawings) :
   f) Technical Specifications : Since this the design has to be done as per IS codes & CPWD specifications, no specifications are enclosed

Note: In case any of above documents are not enclosed reasons may be specified

7. Name & Address of suggested contractor / consultant if any : NIL
8. Name of persons proposed to be associated in TSC from Indenting Division : As decided by Competent Authority

9. Estimated Value : Rs. 8,00,000/-

10. Whether Budget Provision exists : Yes

11. Pre-tender tie-up if any : NIL
   a) Name & Address of party : NIL
   b) Reference No. & date : NIL

12. Special note if any : NIL

13. Remarks : 

   (PMD)

HOD