

**Government of India  
Bhabha Atomic Research Centre  
BARCF, Visakhapatnam**

**Notice Inviting Tender (NIT) for e-Tendering**

**NIT No: BARC (V)/CED/WM-A/ET/15/2018, Dated: 11.05.2018**

Online item rate tender in Two stages i.e., Part-A (Techno-commercial cum Pre-Qualification Bid) and Part-B (Financial Bid) are hereby invited through e-Tendering mode on behalf of the President of India by Regional Director, Bhabha Atomic Research Centre, Visakhapatnam for the following work from eligible bidders on approved list of CPWD, MES, Railways, State PWDs, Public Sector Undertakings of Central or State Governments / Central Autonomous bodies or those having adequate experience and capabilities to execute similar works of such magnitude in Department of Atomic Energy (DAE).

<b>1.0 Brief Details of work</b>		
1.1	Name of work	: “Construction of Technical Laboratory Building-WM/A at BARC campus, Atchutapuram, Visakhapatnam District, A.P.”
1.2	Estimated Cost	: <b>Rs. 4.70 Crores</b>
1.3	Earnest Money Deposit	: <b>Rs. 9.40 Lakhs</b>
1.4	Completion Period	: 18 (Eighteen) months including monsoon period
1.5	Tender Processing fee	Rs. 5,900.00 : e-payment through electronic mode (Non-returnable) in favour of M/s ITI Limited, New Delhi.
1.6	Tender Documents available for view/ download	: <b>16.05.2018 to 15.06.2018 (17:00 Hrs.)</b> on website <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> . Detailed NIT is also available on website <a href="http://www.barc.gov.in">www.barc.gov.in</a> for view only.
1.7	Last date of receipt of Pre-bid queries and e-mail address for correspondence	: <b>20.06.2018 (17.00Hrs)</b> e-mail : <a href="mailto:tsrihari@barc.gov.in">tsrihari@barc.gov.in</a> , <b>Cc:</b> <a href="mailto:vgsarma@barc.gov.in">vgsarma@barc.gov.in</a> , <a href="mailto:kvbabu@barc.gov.in">kvbabu@barc.gov.in</a> , <a href="mailto:pramesh@barc.gov.in">pramesh@barc.gov.in</a>
1.8	Venue, Date & time of Site Visit & Pre-bid conference (Pre-bid conference followed by site visit)	: <b>Site visit on 21.06.2018 at 10.30 Hrs followed by Pre bid conference at 14.30 Hrs</b> at office of Regional Director, Bhabha Atomic Research Centre, IDA, ‘B’ block, 4 <sup>th</sup> cross road, Autonagar, Visakhapatnam – 530 012, Andhra Pradesh.
1.9	Pre-bid queries and clarifications will be uploaded in tender wizard website on	: <b>22.06.2018</b>

1.10	Last date and time of online submission of Part 'A'(Techno-commercial cum Pre Qualification Bid) & Part 'B' (Financial) bids	:	<b>06.07.2018</b> (15:00 Hrs)
1.11	Last date and place of submission of physical documents (Original DD/BG etc., towards EMD, copy of tender processing fee receipt and other documents, if any) and Opening.	:	<b>11.07.2018</b> up to 15:00 Hrs, opening at 16:00 hrs. Office of Regional Director, Bhabha Atomic Research Centre, Visakhapatnam IDA, 'B' block, 4th cross road, Autonagar, Visakhapatnam – 530 012, Andhra Pradesh.
1.12	Date and place of opening of Part-A (Techno commercial cum Prequalification) Bids	:	<b>13.07.2018</b> (16:00 Hrs), Place - as above
1.13	Security Deposit	:	<b>2.5%</b> of tendered value
1.14	Performance Guarantee	:	<b>5%</b> of tendered value
1.15	Defect liability period	:	<b>12 (Twelve)</b> months
1.16	Validity of Tender	:	<b>180 days</b> from the date of opening of Part 'A'
1.17	Date of opening of Part-B(Financial) Bid of qualified bidders	:	<b>Will be notified at a later date to Part-A qualified bidders.</b>

## 2.0 Initial Eligibility criteria for participation in tendering:

### 2.1 The bidder should have the following:

- a) Registration in Appropriate Class of Contractors, if any
- b) Bank Solvency Certificate of a Nationalized Bank / Scheduled Bank for a minimum of **Rs. 1.88 Crores** and should not be older than one year from the date of opening of Part-A of tender.
- c) Average Annual Financial Turnover on construction works should be at least **Rs. 4.70 Crores**, during the immediate last 3 consecutive financial years ending 31st March 2017. This should be duly audited by a registered Chartered Accountant.
- d) Should not have incurred any loss in more than **two (02)** years during last **five (05)** years ending 31st March 2017.
- e) The firm shall not be under court receivership or under liquidation
- f) The bidder should have satisfactorily completed the works (based on certification of performance by client of the works) as mentioned below during the last **seven (07)** years ending on the previous day of last date of submission of tender.

Intending bidder is eligible to submit the bid provided he has definite proof from the appropriate authority, which shall be to the satisfaction of the Competent Authority and this should be certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent with complete postal address, their mobile & phone numbers. Incomplete/ partial completed works are not considered as eligible works.

**Three** completed similar works each costing not less than **Rs. 1.88 Crores**, or **two** completed similar works of each costing not less than **Rs. 2.82 Crores** or **one** completed similar work costing not less than **Rs. 3.76 Crores**.

**2.2** For the purpose, 'cost of work' shall mean gross value of the completed work including the cost of materials supplied by the Govt./Client, but excluding those supplied free of cost. For the purpose of clause Similar Works means "**Construction of RCC Building Works**". The similar works should have been executed in India.

**2.3** The value of executed works shall be brought to the current costing level by enhancing the actual value of work at simple rate of **7 % per annum**, calculated from the actual date of completion to last date of submission of tenders.

**2.4** The bidding capacity of the bidder applicable 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 turnover in construction works executed in any one year during the last **five(05)** years taking into account the completed 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 **on-going works to be completed during the period** of completion of work(Calculated from the last date of online submission of tender) for which bids have been invited.

**2.5** Please refer **Annexure 1** and **Annexure 2** also for other criteria of eligibility.

**3.0 Bidder should be a registered firm in India. Joint Ventures and or Consortiums, works executed under MSME, sublet works and executed through another contractor on back to back basis are not acceptable. No exemptions on EMD and any other exemptions are also not applicable for the firms registered under MSME.**

**4.0 To become eligible, the bidders shall have to furnish an affidavit as under:-**

The bidders have to also upload an affidavit in the following format in **Rs.100/-** stamp paper attested by a Public Notary.

I/We undertake and confirm that eligible similar works(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be terminated from this work and also debarred for bidding in BARC in future forever.

Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/ Performance Guarantee.

**5.0** Agreement shall be drawn with the successful bidder on prescribed form which is available in the bid document. Bidders shall quote their rates as per various terms and conditions of the said form which will form part of the agreement.

**6.0** The time allowed for carrying out the work will be **18 (Eighteen) months** reckoned from the 15th day after date of written order to commence the work or from the first day of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender documents.

**7.0** The site for the work is available. Good For Constructions (GFC) drawings will be issued in a phased manner as per approved program of completion (time schedule) submitted by the contractor after award of work and as the work progresses.

**8.0** The bid document consisting of specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be viewed and downloaded from website [www.tenderwizard.com/DAE](http://www.tenderwizard.com/DAE) after complying necessary procedures.

**9.0** After submission of the bid, the bidder can re-submit revised bid any number of times but before last date and time of submission of bid as notified.

**10.0** While submitting the revised bid, bidder can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last date and time of submission of bid as notified.

**11.0** This is a two stage bid system and if it is desired by competent authority of BARC to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.

## **12.0 EMD and other payments**

**12.1** Earnest Money (value as mentioned in NIT) in the form of Demand Draft or Pay order or Banker's Cheque or Deposit at Call Receipt or Fixed Deposit Receipt (drawn in favour of Accounts Officer, BARC, Visakhapatnam) shall be scanned and uploaded to the e-Tendering website before submission of bid and original EMD should be deposited in office of **Regional Director, BARC, Bhabha Atomic Research Centre, Visakhapatnam, IDA, B block, 4<sup>th</sup> cross road, Autonagar, Visakhapatnam – 530012, Andhra Pradesh, Ph. No.0891-2891197/216/117/279** within the prescribed date and time.

A part of earnest money is acceptable in the form of bank guarantee also. In such case minimum 50% of the Earnest Money or **Rs 20,00,000.00** whichever less, shall be paid in the form prescribed above and balance can be accepted in the form of Bank Guarantee issued by a Scheduled Bank **as per APPENDIX 'A' of the Tender Part 'A'**, which is to be scanned and uploaded by the intending bidders before submission of bids.

**12.2** Interested bidder who wish to participate in the bid has to make the pay **e-Tender Processing Fee - Rs. 5900.00** through electronic mode on [www.tenderwizr.com/DAE](http://www.tenderwizr.com/DAE) through e-payment gateway using credit card/ debit card (any VISA/Master card) in favour of **"ITI Limited, New Delhi."**

**13.0** Original instrument of Demand Draft or Pay Order or Banker's Cheque or Deposit at Call Receipt or FDR and Bank Guarantee (if any) against EMD along with a copy of online payment receipt of e-tender processing fee shall be placed in a single sealed envelope superscripted as **"Earnest Money and Cost of Bid Processing Fee"** with name of work and due date of opening of the bid mentioned thereon should reach the office of Regional Director, BARC, Visakhapatnam, Bhabha Atomic Research Centre, IDA, B block, 4th cross road, Autonagar, Visakhapatnam – 530012, Andhra Pradesh within the prescribed due date and time. The documents submitted shall be opened on the prescribed date and time, otherwise **tenders are liable to be rejected and will not be processed further.**

**13.1** Copy of certificate of work experience and other documents as specified in the tender notice (refer **para 14 of Annexure 1**) shall be scanned and uploaded to the e-Tendering website before bid submission. Online bid documents submitted by intending bidders shall be opened only of those

bidders, whose Earnest Money Deposit and e-Tender processing fee placed in the envelope are found in order. The techno-commercial cum prequalification bid submitted shall be opened on the due date and time.

**13.2 Incomplete and late Tenders:**

(a) The offer of tenderer who fails to submit originals of fee and copies of certificates as per the eligibility criterion and other requirements mentioned at Para 14 of Annexure 1 on or before the time and date mentioned in the tender notice will be summarily rejected and will not be processed further.

(b) Delayed /late submission of physical documents Original EMD and copy of online e-payment receipt of tender processing fee will not be entertained.

(c) If any tenderer repeats to fail in submission of originals after uploading the offer without any valid reason, the tenderer will be debarred from participation for a minimum period of one year.

(d) The Delayed or late offers will be summarily rejected. Department will not be responsible for Postal delays.

**13.3** The bid submitted shall **become invalid** and e-Tender processing fee shall not be refunded if:

(i) The bidder is found ineligible.

(ii) The bidder does not upload all the documents (Mandatory scanned documents, Techno-Commercial cum Pre-Qualification Bid (Part 'A') and Financial bid (Part 'B')) as stipulated in the tender documents within the prescribed period.

(iii) If any discrepancy is noticed between the documents as uploaded at the time of submission of bid and hard copies as submitted physically in the office of tender opening authority.

**14.0** The bidder whose bid is accepted will be required to furnish **performance guarantee of 5% (Five Percent)** of the **work order value** within the period specified in Schedule 'F'. The period can be further extended by the Regional Director at the written request of the contractor for a maximum period ranging from 1 to 15 days with late fee @ 0.1% per day of Performance Guarantee amount. This guarantee shall be in the form of Deposit at Call receipt of any scheduled bank/Banker's cheque of any scheduled bank/Demand Draft of any scheduled bank/Pay order of any Scheduled Bank (in case guarantee amount is less than Rs. 1,00,000/-) or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form.

In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'F', including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor. The Earnest Money Deposited along with bid shall be returned back/ refunded on after receiving the aforesaid Performance Guarantee. However in case, Performance Guarantee is in the form of Bank Guarantee, Earnest Money Deposit will be released subsequent to confirmation of verification of Bank Guarantee from the issuing bank.

**15.0** The contractor whose tender is accepted will be required to furnish by way of security deposit for the due fulfillment of his contract, such sum as will amount to **2.5% of the tendered value** of work. The Security Deposit will be collected by deductions @ **5.0 %** of the gross amount of the running bill of the contractors till the total security deposit recovered will amount to **2.5% of the tendered value** of work. The Security deposit will also be accepted in the form of Government Securities, Fixed deposit Receipts of Scheduled Bank and Nationalised Bank. These shall be endorsed in favour of the **Accounts Officer, BARC, Visakhapatnam**.

**16.0 Site visit:** Intending Bidders are (at their own cost & transport) advised to inspect and examine the site, approaches and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents.

**16.1** The bidder shall read the specifications and study the drawing carefully before submitting the tender. The contractors should procure required materials from the choice as per the specifications mentioned in the tender schedules. In case of ambiguity in regard to conditions and other related matters if any with the Tenders the decision taken by the Regional Director, BARC (V) shall be final and binding.

**16.2** Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.

**17.0** The competent authority on behalf of the President of India does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected. However, tenders with unconditional rebate will be accepted.

**18.0** Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable for rejection.

**19.0** The competent authority on behalf of The President of India reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.

**20.0** The bidder shall not be permitted to bid for works in BARC responsible for award and execution of contracts, in which his near relative is posted a Divisional Accountant or as an officer in any capacity between the grades of Superintending Engineer and Engineer (both inclusive). He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in BARC or Department of Atomic Energy. Any breach of this condition by the bidder would render him liable to be removed from the list of contractors of this Department.

**21.0** No Engineer of Gazetted Rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the prior permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the bid or engagement in the contractor's service.

**22.0** The bid for the works shall remain open for acceptance for a period of **180 (one hundred and eighty) days** from the date of opening of Techno-commercial cum Pre qualification bid (Part-A) or from the date of opening of revised financial bid whichever is later. If any bidder withdraws his bid

before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid.

Further the bidders shall not be allowed to participate in the rebidding process of the work.

**23.0** This notice inviting tender shall form a part of the contract document. The successful bidder/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-

**23.1** The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as uploaded at the time of invitation of bid and the rates quoted online at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.

**23.2** Conditions of contract and Forms, and all other relevant documents related to this tender as applicable.

**24.0 Clarifications and corrigendums:** The clarifications, corrigendum's, amendments uploaded by the department in MS Word, MS excel, PDF, documents in website [www.tenderwizard.com/DAE](http://www.tenderwizard.com/DAE) which should not be edited or corrected by bidders and not uploaded by them. These documents shall also be part of tender document.

**25.0** Please refer Annexure-1 and 2, which shall be the part of Notice Inviting Tender.

**26.0** After award of work to the successful bidder, the contractor shall submit **time schedule & cash flow statement** for approval of Competent Authority which will form part of Agreement.

**27.0** In case of receipt of any adverse character and antecedent remarks/ notification against the Contractor/ Company/ firm/proprietor and/ or his contract personnel, regarding security aspects, BARC reserves absolute right to terminate the contract forthwith without assigning reason/ show cause notice. Under the circumstance the Contractor will have no right to claim good any losses/liability that may be incurred as consequence to the above action initiated by BARC. BARC also reserves the right to forfeit in part/full performance security and/ or security deposit in possession of the Government for failure on the part of the contractor to abide/adhere to the Security instruction issued by DAE/ BARC from time to time.

**28.0 Ambiguities in rates quoted:** If there are differences between the rates given by the contractor in words and in figures or in amount worked out by him, the following procedure shall be followed.

(i) The bidder shall quote rates in figures only. The rates in words, amount of each item and total is generated automatically. Therefore, the rate quoted by the bidder in figures shall be taken as correct.

(ii) In the case of percentage rate bid, the percentage quoted in figures shall be taken as correct.

(iii) In Lump Sum Contracts, the amount quoted in figures shall be taken as correct.

**29.0 RIGHT TO OMIT OR ADD ONE OR MORE ITEMS:**

The BARC/ BARC (V) shall have the right to omit or add one or more items put in the tender either before or after an agreement for the work is entered into. In order to comply with the latest requirements of the Organization, local development, control bodies, site conditions, certain variations in the execution of items may be warranted.

### 30.0 LEVY/TAXES Payable by Contractor:

- a) **GST shall mean Goods and Service Tax-Central, State and inter State.**
- b) Contractor should be registered under **Goods & Service Tax (GST)** and **GST** is applicable as per the extent order on the work shall be paid by the contractor to concerned tax authorities.
- c) The quoted rate shall be **inclusive of GST or any other Tax** on material & Services in respect of this contract and shall be payable by the contractor.
- d) **GST, Building and other Construction Workers Welfare Cess** or any other tax, levy or Cess in respect of **input for or output by** this contract shall be payable by the contractor and Government shall not entertain any claim whatsoever in this respect **except as provided in the following clauses.**
- e) All tendered rates shall be inclusive of any tax, levy or cess applicable on last stipulated date of receipt of tender including extension if any. No adjustments i.e., increase or decrease shall be made for any variation in the rate of GST, Building and Other Construction Workers Welfare Cess or any tax, levy or cess applicable on inputs. However, effect of variation in rates of GST or Building and Other Construction Workers Welfare Cess or imposition or repeal of any other tax, levy or cess applicable on output of the works contract shall be adjusted on either side, increase or decrease. Provided for Building and Other Construction Workers Welfare Cess or any tax (other than GST), levy or cess varied or imposed after the last date of receipt of tender including extension if any, any increase shall be reimbursed to the contractor only if the contractor necessarily and properly pays such increased amount of taxes/levies/cess. Provided further that such adjustment including GST shall not be made in the extended period of contract for which the contractor alone is responsible for delay as determined by authority for extension of time under Clause 5 in Schedule F.
- f) Labour **welfare cess @1% or as applicable of gross value** of work done shall be recovered from each bill paid to the contractor, if the contractor fails to deposit to the appropriate government or at his request to deposit the same from recovering the bill.
- g) Income tax and cess as applicable shall be deducted from each bill paid to the contractor.
- h) Contractor should be registered under EPF & ESIC and as per law, or if Department asks for, then contractor shall pay EPF & ESIC of contract workers to concerned Department and it will be reimbursed to him by the Department after satisfying that it has been actually and genuinely paid by the contractor. The bidder should not consider EPF & ESIC in his rates.
- i) Any other taxes /cess as per Government directives shall be deducted from each bill paid to the contractor, from time to time.

**Sd/-**

**Regional Director,**

BARC, Visakhapatnam

Bhabha Atomic Research Centre

*For and on behalf of The President of India*

**Information and Instructions for bidders for e-Tendering forming  
Part of tender document**

The Regional Director, BARC Visakhapatnam on behalf of the President of India invites online bids from firms/bidders of repute in two bid system for the following work:

e-Tender Notice No.	:	BARC(V)/CED/WM-A/ET/15/2018, Dated: 11.05.2018
Name of work	:	“Construction of Technical Laboratory Building-WM/A at BARC campus, Atchutapuram, Visakhapatnam District, A.P.”
Estimated Cost	:	Rs. 4.70 Crores.
Completion Period	:	18(Eighteen) months including monsoon period

1. Bidders who fulfil the requirements of **Initial Eligibility criteria for participation in tendering** as mentioned in Notice Inviting Tender shall be eligible to participate.
2. The intending bidder must read the terms and conditions of Notice Inviting Tender carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
3. Information and Instructions for bidders posted on website shall form of bid document.
4. The tender document consists of following:

**4.1. Non-editable document (pdf document) (Volume – 1)**

4.1.1. Notice inviting e-tender

- a) Press Notice
- b) Notice inviting tender for e-Tendering
- c) Information and instruction for bidders for e-Tendering forming part of tender documents – **Annexure 1**.
- d) Information and instructions for bidders for Pre-Qualification- **Annexure 2**

4.1.2. Part A (Techno-commercial cum Pre-Qualification Bid) document

- (a) Techno-commercial cum Pre-Qualification Bid information/contract conditions to bidder –**Annexure 3**
  - (i) Section I – Notice Inviting e-Tender
  - (ii) Section II - Form of Agreement and General Rules and Directions for the guidance of Contractors, Memorandum,
  - (iii) Section III – General Conditions of Contract, Additional conditions
  - (iv) Section IV - Special Instructions to Tenderers,
  - (v) Section V – Technical specifications
  - (vi) Section VI – List of Tender Drawings

- (vii) Section VII – Schedule ‘A’ (Schedule of Materials to be supplied by Department), Time schedule
- (viii) Appendix ‘A’ – Bid Security (Bank Guarantee),
- (ix) Appendix ‘B’ – Form of BG bond for performance security,
- (x) Appendix ‘C’ – Indenture for secured advance,
- (xi) Appendix ‘D’ – Guarantee bond for waterproofing works,
- (xii) Appendix ‘E’ – Guarantee bond for anti-termite treatment,
- (xiii) Annexure ‘A’ – Deleted
- (xiv) Annexure ‘B’ – List of approved manufacturer of building materials
- (xv) Annexure ‘C’ – Blank format for statement of cash flow for the work
- (xvi) Integrity Agreement
- (xvii) Proforma of Schedules ‘A’ to ‘F’.
- (xviii) Construction safety manual for works contract

(b) Blank Part A (Techno-commercial cum Pre Qualification Bid) document

- (i) (a) Form of agreement
- (b) Statement of cash flow—(a) & (b) as **Annexure 4**
- (ii) Blank Pre-Qualification document- **Annexure 5**(Letter of transmittal, Forms ‘A’ to ‘H’)

**4.1.3.** Blank Part B (Financial) document - **Annexure 6**

**4.2. Editable document (in word and Excel format) (Volume – 2)**

4.2.1. Part A (Techno-commercial cum Pre Qualification Bid) document to be used as format for creating bid documents and upload

- (i) (a) Form of agreement and
- (b) Statement of cash flow -- (a) & (b) as **Annexure 7**
- (ii) Prequalification document - **Annexure 8** (Letter of transmittal, Forms ‘A’ to ‘H’ to be used as format for creating bid documents and upload)

4.2.2. Part B (Financial bid) document to be used for filling up rates and upload as Part B (Financial) bid- **Annexure 9**

5. The bid can only be submitted after uploading the mandatory scanned documents indicated in para 14 of Annexure 1.

6. Steps for tendering process -Following steps are to be followed sequentially:

6.1. Entire tender document related to Part A (Techno-commercial cum Pre Qualification Bid), Part B (Financial bid) as Volume-1 in non-editable (only view) in pdf and editable (for submission of Part A-bid, Part B-bid) in word and excel form as Volume-2 are uploaded by BARC in website [www.tenderwizard.com/DAE](http://www.tenderwizard.com/DAE).

6.2. Bidders can view and download the non-editable document (Volume-1) from above website free of cost even without registration or activation of user id (Step 6.3 below). The editable documents (Volume-2) for submission of bid can be viewed and downloaded after activity indicated in paragraphs below.

6.3. Bidders who are not registered in above website shall register with the above website (please refer para 7, 8 below) with activation of their user id.

6.4. Bidders shall login to the Home page of the website [www.tenderwizard.com/DAE](http://www.tenderwizard.com/DAE) with their User ID. Click on “UNAPPLIED” button; then Click on “REQUEST” icon (blue colour); Pay TENDER PROCESSING FEE online. Click on “SUBMIT” button. Now Click on “INPROGRESS” button. In status column you will find the tender is RECEIVED. You will be able to download

required Tender documents by Clicking “EDIT ATTACHMENT” icon for any number of times till last date of submission. Please refer Help manual for submission of Tender / Contact Help Desk as per NIT (Para 7 Below). **Interested bidders who fail to download the editable documents for submission before “Last date of downloading Tender documents” indicated in tender notice published in newspapers will not be able to further participate in tender process.**

6.5. **Pre-bid conference will be held on stipulated date, time and venue.** All bidders who have downloaded the bid document are requested to go through the entire tender document including tender specifications and list out their deviations, perceptible ambiguities, need of additional clarification etc and send them by e-mail before the “Last date and time of receipt of Pre-bid queries” indicated in tender notice. **Tender drawings will be made available for view during pre-bid conference.** The bidders are requested to send their representatives along with authorisation letters with specimen signature for pre-bid conference. The clarifications of this pre-bid conference will be posted in the website for all bidders to download and the same shall form part of the tender document. It shall be deemed that all bidders who submit their bid (whether they attended pre bid conference or not) have accepted pre-bid conference clarifications without any deviation.

6.6. Bidders shall upload scanned copy of documents indicated in para 14 of Annexure 1 before submission of bids.

6.7. Bidder shall upload their Part A (Techno-commercial cum Pre Qualification Bid) bid (i.e. filled in **Annexure 7 & 8**), Part B (Financial) bid (i.e. filled in **Annexure 9**) before last date and time of submission indicated in tender notice.

6.8. The bidder shall submit physical documents (Original DD/BG etc., towards EMD, copy of tender processing fee receipt and other documents if any) in a sealed cover indicating the subject work within the prescribed period. (**Refer para 12, 13 of NIT and para 14 of Annexure 1**)

6.9. **Stage-I: Part A (Techno-commercial cum Pre-Qualification Bid)** bid documents uploaded by the bidders, pertaining to eligibility criteria, are opened at the office of tender opening authority as indicated in para 12 of NIT. Bidders will be evaluated as per evaluation criteria (refer para 7.0 of Annexure 2) and approved by Competent Authority. The EMD of bidders who are not qualified in Part A (Techno-commercial cum Pre-Qualification Bid) bid will be returned on written request from the bidder.

If required, a second bid conference will be held after opening of part ‘A’. The date and time of this bid conference shall be notified to the bidders. In case competent authority of BARC decides to revise the technical specification and bids, the revised document shall be uploaded by BARC to invite revised financial bid, and bidder shall upload the revised financial bid within notified date and time. In case no revision of bids is desired by competent authority, only clarifications of the conference shall be uploaded. These clarifications shall also be the part of Agreement. The date of opening of original/ revised Part – B (Financial bid) as applicable will be notified to the Part – A (Techno-commercial cum Pre Qualification Bid) qualified bidders.

6.10. **Stage-II: Part ‘B’-Financial bid** of Part-A qualified bidders only will be opened on notified date and time. EMD of unsuccessful bidders will be returned. EMD of successful bidder will also be returned back/ refunded on receipt of Performance Security Deposit. However in case Performance Security Deposit is in the form of Bank Guarantee, EMD will

be released subsequent to confirmation of verification of Bank Guarantee from the issuing Bank.

7. Those bidders not registered on the website mentioned above, are required to get registered beforehand with activation of their user id by M/s ITI. If needed they can be imparted training on online bidding process as per details available on the website.

Contact for assistance / clarifications for registration and participation in e-Tendering

- a) **Shri Rudresh:** 09969395522 or email: twhelpdesk231@gmail.com (24x7)
- b) **Shri Vikram Verma:** : 09849126688 or email : twhelpdesk394@gmail.com(Vizag)
- c) **Tender Wizard Helpdesk** – 080 40482000 (9am to 6pm – Mon to Sat)

**8. The intending bidder must have valid class-III digital signature to register on the website mentioned above and get their user id activated (step 7 above).** 1<sup>st</sup> time users of this website are advised to complete their registration, user id activation, fee submission and bid document download process before **seven** days of end of stipulated periods to avoid last minute familiarisation related procedural delays.

9. On opening date, the bidder can login and see the bid opening process.

10. Bidders can upload additional supporting documents in the form of **JPG /PDF** format. In case file size is more than 5 MB, the file should be split up into files each of size not more than 5 MB.

11. Bidders must ensure to quote rate of each item. The column meant for quoting rate in figures appears in yellow colour and the moment rate is entered, it turns sky blue. If any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as **"0" (ZERO)**.

12. After bid conference, if it is desired by competent authority of BARC to revise the financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid.

13. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified bidders to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.

**14. List of Mandatory documents to be scanned and uploaded before the submission of the bid:**

**The documents under (i), (ii) and (iii) are also to be submitted “physically” within prescribed date.**

- i. **Copy of online payment receipt of e-payment towards cost of Processing Fee.**
- ii. **Original EMD in the form of Demand Draft or Pay order or Banker`s Cheque or Deposit at Call Receipt or Fixed Deposit Receipt (drawn in favour of Accounts Officer, BARC, Visakhapatnam) /Bank Guarantee of any Scheduled Bank against EMD (as per format APPENDIX ‘A’).**
- iii. **Bidders shall confirm on their firm’s letter head indicating the percentage rate of Goods and Services Tax (GST) considered in their offer.**
- iv. Certificates of Work Experience/ Performance certificates.
- v. TDS Certificate for proof of value of work executed for various clients

- vi. Certificate of Financial Turnover along with Profit & Loss statement from Chartered Accountant. Further details if required may be asked from the bidder after opening of technical bids. There is no need to upload entire voluminous balance sheet.
- vii. Bank Solvency Certificate
- viii. Any other Document as specified in the press notice/NIT.
- ix. Affidavit as per Notice Inviting Tender
- x. Certificate of Registration for GST & PAN and acknowledgement of up to date filed returns, if required.

**Sd/-**  
**Regional Director,**  
BARC, Visakhapatnam  
Bhabha Atomic Research Centre  
*For and on behalf of The President of India*

## **INFORMATION AND INSTRUCTION TO BIDDERS FOR PRE-QUALIFICATION**

### **1.0 General:**

1.1 Letter of transmittal and forms 'A' to 'H' for deciding eligibility are uploaded along with the tender document.

1.2 All information called for in the uploaded forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" or "no such case" entry should be made in that column. If any particulars/query is not applicable in case of the bidder, it should be stated as "not applicable". The bidders are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the bid being summarily disqualified.

1.3 Pages of the tender document are numbered. Additional sheets, if uploaded, should also be numbered by the bidder. The bidders can adopt their own page numbering sequence irrespective of page numbers of the tender document. They should be uploaded as a package with letter of transmittal.

1.4 References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by an officer not below the rank of Executive Engineer or equivalent.

1.5 The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by BARC.

1.6 Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of work in BARC.

1.7 Prospective bidders may request for clarification of the project requirements and pre-qualification documents. Any clarification given by the Employer will be forwarded to all those agencies who have purchased the pre-qualification document.

### **1.8 Confidentiality Clauses:**

#### **i) Confidentiality:**

No party shall disclose any information to any 'Third party' concerning the matters under this contract generally. In particular, any information identified as " Proprietary" in nature by the disclosing party shall be kept strictly confidential by the receiving party and shall not be disclosed to any third party without the prior written consent of the original disclosing party.

This clause shall apply to the sub-contractors, consultants, advisors or the employees engaged by a party with equal force.

ii) "Restricted information" categories under Section 18 of the Atomic Energy Act, 1962 and "Official Secrets" Under Section 5 of the Official Secrets Act, 1923:-

Any contravention of the above-mentioned provisions by any contractor, sub-contractor, consultant, adviser or the employees of a contractor, will invite penal consequences under the above said legislation.

iii) Prohibition against use of BARC's name without permission for publicity purposes

The contractor or Sub-contractor, consultant, adviser or the employees engaged by the contractor shall not use BARC's name for any publicity purpose through any public media like Press, Radio, TV or Internet without the prior written approval of BARC.

1.9 Work shall be executed according to General Conditions of Contract, Special Instructions to tenderers, Specifications, Drawings, and Schedule of Quantities etc. of BARC.

## **2.0 Definitions:**

2.1 In this document the following words and expressions have the meaning hereby assigned to them.

2.2 Employer: Means the President of India, acting through the Regional Director, BARC Facilities, Visakhapatnam, Andhra Pradesh.

2.3 Bidder: Means the individual, proprietary firm, firm in partnership, limited company private or public or corporation.

2.4 "Year" means "Financial Year" unless stated otherwise.

## **3.0 Method of application:**

3.1 If the bidder is an individual, the submission shall be made by him with his full type written name and current address in the letter of transmittal.

3.2 If the bidder is a proprietary firm, the submission shall be made by the proprietor with his full type written name and the full name of his firm with its current address in the letter of transmittal.

3.3 If the bidder is a firm in partnership, the submission shall be made by all the partners of the firm with their full type written names and current addresses in the letter of transmittal, or alternatively, by a partner holding power of attorney for the firm. In the later case, a copy of the power of attorney should also be scanned and uploaded along with the application. In both cases a copy of the partnership deed and current address of all the partners of the firm should also be uploaded along with the application.

3.4 If the bidder is a limited company or a corporation, the submission shall be made in the letter of transmittal by a duly authorized person holding power of attorney for making the application accompanied by a scanned copy of the power of attorney. The bidder should also upload a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

## **4.0 Final decision making authority.**

BARC reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders.

## 5.0 Site visit

The bidder is advised to visit the site of work, at his own cost, and examine it and its surroundings to himself collect all information that he considers necessary for proper assessment of the prospective assignment. (Please refer para 16 of NIT)

## 6.0 Initial criteria for eligibility

6.1 The bidder should have satisfactorily fulfill the requirements of **Initial Eligibility criteria for participation in tendering** as mentioned in Notice Inviting Tender.

6.2 The bidder should own minimum machinery, tools and plants to be deployed at site as indicated in clause 18 of schedule 'F' required for the proper and timely execution of the work. Else, he should certify that he would be able to manage the equipment by hiring etc., and submit the list of firms from whom he proposes to hire.

6.3 The bidder should have minimum number of Technical employees to be deployed at site as indicated in clause 36 (i) of schedule 'F' for the proper execution of the contract. The bidder should submit a list of these employees stating clearly how these would be involved in this work.

6.4 The bidder's performance for each work completed in the last Seven years and in hand should be certified by an officer not below the rank of Executive Engineer / Project Manager or equivalent.

## 7.0 Evaluation criteria

7.1 Part 'A' Techno Commercial Cum Pre Qualification Bids shall be opened on the stipulated date and time indicated. On opening date, the bidders can login and see the status of Bids after opening. Only those bidders who satisfy eligibility criteria shall be Evaluated. The details submitted by the bidders will be evaluated in the following manner:

7.1.1 The initial criteria for eligibility prescribed above in respect of experience of similar works completed, bidding capacity and financial turn over etc. will first be scrutinized and the bidder's eligibility for the work be determined.

7.1.2 The bidders qualifying the initial criteria as set out above will be evaluated by a committee to be constituted by competent authority of BARC for following criteria by scoring method on the basis of details furnished by bidders, inspection of work site (ongoing & completed) and offices by the above committee.

S. No	Criteria	Maximum Marks
(a)	Financial Strength ( <b>FORM 'A' and 'B'</b> )	20
(b)	Experience in Similar nature of work during last seven years ( <b>FORM 'C'</b> )	20
(c)	Performance on works ( <b>FORM 'E'</b> ) - <b>Time Over run</b>	20
(d)	Performance on works ( <b>FORM 'E'</b> ) - <b>Quality</b> (Inspection of report of evaluation committee & Form 'E')	15
(e)	Personnel and Establishment ( <b>FORM 'F' &amp; 'G'</b> )	10
(f)	Plant & Equipment ( <b>FORM 'H'</b> )	15
	<b>TOTAL:</b>	<b>100</b>

To pre-qualify, the bidders must obtain at least **Fifty per cent** marks in each criterion and **Sixty per cent marks in aggregate**. The Department however reserves the right to verify the particulars furnished by the bidder independently and reject any bids without assigning any reason and to restrict the list of pre-qualified Bidders to any number deemed suitable in case too many bids are received satisfying the basic Pre-Qualification criteria. The PQ will be evaluated as per the marking system given below.

Criteria for evaluation of the performance of bidders for eligibility for pre-qualification:  
The break-up of above scoring method is indicated in the table below:

	Attributes		Evaluation	
<b>(a)</b>	<b>Financial strength</b>	<b>(20 marks)</b>	(i) 60% marks for minimum eligibility criteria	
	(i) Average annual turnover	16 marks	(ii) 100% marks for twice the minimum eligibility criteria or more	
	(ii) Solvency Certificate	4 marks	In between (i) & (ii) - on prorata basis	
<b>(b)</b>	<b>Experience in similar works</b>	<b>(20 marks)</b>	(i) 60% marks for minimum eligibility criteria	
			(ii) 100% marks for twice the minimum eligibility criteria or more In between (i) & (ii) - on prorata basis	
<b>(c)</b>	<b>Performance on works (time over run)</b>	<b>(20 marks)</b>		
	Parameter	Calculation for point	Score	Max Marks
		If TOR =	<b>1.00 2.00 3.00 &gt;3.50</b>	20
	(i) Without levy of compensation		20 15 10 10	
	(ii) With levy of compensation		20 5 0 -5	
	(iii) Levy of compensation not decided		20 10 0 0	
TOR = AT /ST, where AT = Actual Time; ST = Stipulated Time				
Note : Marks for value in between the stage indicated above is to be determined by <b>straight line variation</b> basis.				
<b>(d)</b>	<b>Performance on works ( Quality)</b>	<b>(15 marks)</b>		
	(i) Very Good	15		
	(ii) Good	10		
	(iii) Fair	5		
	(iv) Poor	0		

<b>(e)</b>	<b>Personnel and Establishment</b>	<b>(Max. 10 marks)</b>
	(i) Graduate Engineer (ii) Diploma Engineer (iii) Supervisory / Foreman (iv) Safety Supervisor	(i) 2 marks for each up to Max. 4 marks (ii) 1 marks for each up to Max. 4 marks (iii) 1 mark for each up to Max. 1 marks (iv) 1 mark for each up to Max. 1 marks
<b>(f)</b>	<b>Plant &amp; Equipment</b>	<b>(Max. 15 marks)</b>
	Truck / Tippers / Loader	1 mark for each up to Max. 2 marks
	Shuttering material	2 marks for each 1000Sqm up to max 4 marks
	Hopper mixer/ Transit mixer	1 mark for each up to Max. 2 marks
	Tower Crane	2 mark for each up to Max. 4 marks
	Scaffolding materials	2 mark for each up to Max. 4 marks
	Excavator	1 mark for each up to Max. 2 marks
	Batch Mix Plant/Self loading mobile concrete mixers.	2 mark for each up to Max. 4 marks
	Vibro Rollers (8to10T, 3T, 2T, 1T etc.,)	1 mark for each up to Max. 2 marks
	Needle/Plate vibrator/Earth compactors	1 mark for each up to Max. 2 marks
	Water pumps/Dewatering pumps	1 mark for each up to Max. 2 marks
	Bar bending machine/ Bar Cutting machine	1 mark for each up to Max. 2 marks
	Welding machine/ Welding generators	1 mark for each up to Max. 2 marks
	Concrete testing Equipments	1 mark for each up to Max. 2 marks
	Air compressor/concrete breakers	1 mark for each up to Max. 2 marks
	Water Tankers	1 mark for each up to Max. 2 marks
	Concrete Pumps	1 mark for each up to Max. 2 marks
	Special Equipments if any	2 mark for each up to Max. 4 marks

Even though any bidder may satisfy the above requirements, he would be liable to disqualification if he has:

- (a) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document,
- (b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures / weaknesses etc.

### **8.0 Financial information**

Bidder should furnish the following financial information:

Annual financial statement for the last five years in (Form "A") and solvency certificate in (Form "B").

### **9.0 Experience in works highlighting experience in similar works**

9.1 Bidder should furnish the following:

- (a) List of all works of similar nature successfully completed during the last seven years in (Form "C").
- (b) List of the projects under execution or awarded in (Form "D"). Information in (Form "D") should be complete and no work should be left out.

9.2 Particulars of completed works and performance of the bidder duly authenticated/certified by an officer not below the rank of Executive Engineer / Project

Manager or equivalent should be furnished separately for each work completed or in progress in (Form “E”).

#### **10.0 Organisation information**

Bidder is required to submit the information in respect of his organization in Forms “ F (Structure & Organisation)” & “G (Details Of Technical & Administrative Personnel To Be Employed For This Work)”.

#### **11.0 Plant and equipment required for similar civil works**

Bidder should furnish the list of plant & equipment to be used in carrying out the work (in Form “H”). Details of any other plant & equipment required for the work not included in Form “H” and available with the applicant may also be indicated.

#### **12.0 Intimation of Pre-qualification evaluation result**

The qualified bidders will be intimated online. The bidders whose PQ bid does not qualify will also be intimated online.

#### **13.0 Opening of Financial bid (Part B)**

The Financial bid (Part ‘B’) of qualified bidders will only be opened online on the stipulated date and time and will be informed online to qualified bidders.

#### **14.0 Placement of Work order**

Financial bid will be evaluated and approved by the Competent Authority before placement of work order to the successful bidder.

#### **15.0 Return of EMD to unsuccessful bidders.**

The earnest money given by all the tenderers except the lowest tenderer will be returned immediately after placement of Letter of Acceptance to the successful bidder **or** after the expiry of stipulated bid validity period, whichever is earlier.

#### **16.0 Award criteria**

16.1 The employer reserves the right, without being liable for any damages or obligation to inform the bidder, to:

(a) Amend the scope and value of contract to the bidder.

(b) Reject/cancel any or all tenders or to allot part of works to different agencies without incurring any liability to the Department and without assigning any reason thereof

16.2 Any effort on the part of the bidder or his agent to exercise influence or to pressurise the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

**Sd/-**

**Regional Director,**

BARC, Visakhapatnam

Bhabha Atomic Research Centre

*For and on behalf of The President of India*