



GOVERNMENT OF INDIA
Bhabha Atomic Research Centre
Nuclear Recycle Board
Nuclear Recycle Plant Special Equipment Design

TENDER NOTICE NO: BARC/NRB/NRPSED/HK/2019

Dated: 02/07/2019

NIT Details

1. On line item rate tender in Two parts i.e. Part-A – Technical Bid and Part-B- Financial Bid are hereby invited through **e-Tendering mode** on behalf of the President of India by Chief Executive, Nuclear Recycle Board, Bhabha Atomic Research Centre, Anushaktinagar, Mumbai-400 094 for the following work from the contractors having adequate experience and capabilities to execute such magnitude of similar works.

- i) Name of Work : Office & Auxiliary Services in OTF Building, Trombay and NRB Office at Anushaktinagar, Mumbai.
- ii) Estimated Cost : **Rs 33,00,000/- (Rupees Thirty Three Lakh only)**
- iii) Earnest Money : **Rs 66000/- (Rupees Sixty Six Thousand Only)**

Note:

Earnest Money to be submitted in the form of Demand Draft / Pay order /Banker's Cheque of a Scheduled Bank in favour of "Pay and Accounts Officer, NRB"/Fixed Deposit Receipt issued by scheduled bank. A part of EMD is acceptable in the form of Bank Guarantee also. In such cases, 50% of the earnest money or RS 20 lakhs whichever is less, will have to be deposited as above and balance can be accepted in form of Bank Guarantee issued by a scheduled bank). The bank Guarantee Submitted as a part of EMD shall be valid for a period of six months or more from the date of submission of the tender.

- iv) Cost of Tender Document : NIL
- v) Tender Processing Fee : As applicable Via e-payment through electronic mode (Non- returnable) in favour of "**M/s ITI Limited, New Delhi**"
- vi) Period of completion : **12 (Twelve)** calendar months
- vii) Dates for Request for purchase / Download of Tender Document (excel / word/pdf formats) : From **22.07.2019 (10:00 Hrs.) to 06.08.2019 (15:00 Hrs.)** on website www.tenderwizard.com/DAE. Detailed NIT is also available on website www.barc.gov.in for view only.
- viii) Date of Pre-bid clarification : The contractors are requested to send their Pre-bid queries by email not later than **13.08.2019**. Pre-Bid meeting

will be held on **20.08.2019 (11:00Hrs.)** .The Pre-Bid clarifications will be uploaded in Tenderwizard website by **26.08.2019**.

Emails for sending prebid queries:

ramank@barc.gov.in,

jyotihb@barc.gov.in,

vijayam@barc.gov.in

- ix) Last date and time of closing of online submission of tenders : **05.09.2019 up to (14:00 Hrs.)**
- x) Last date for submission of original documents towards Receipt of e-payment towards Tender Processing Fee and EMD : On or before **05.09.2019 (15:00 Hrs.)** at office of GM, NRPSD & INRPRD, NRB, Anushakti Nagar, Mumbai 400094. contact numbers: 022 25591157, 25595472, 25597908, 25597998 in a **sealed** super scribed envelope mentioning name of work and NIT Number. Original documents should be submitted preferably in person. **It should not be put in the drop box at North Gate.** However documents sent by post or courier will also be considered provided the same is received within due date & time.
- xi) Date and time of online opening of Part A : **06.09.2019 (11:30 Hrs.)**
- xii) Date of opening of Part B of qualified bidders : Will be notified at a later date. to be specified and communicated to successful bidders who are qualified through technical evaluation.

Information, Eligibility Criteria, Evaluation Criteria ,Conditions and Instructions

Information:

2. Tender document is prepared in two parts viz. Part ‘A” (Technical bid) and Part ‘B”(Financial Bid).

Part-A consists of Techno-commercial Bid comprising of following:- Section-I (Notice inviting e-tender, English & Hindi), Section-II (form of agreement), Section-III [general conditions of contract (GCC)], Section-IV (Schedule – D Specific requirement for the work), Section- V (scope of work and specification), Section-VI (Schedule B) etc.

Part-B consists of Section-VII (Schedule of quantities (Schedule-A 1/2 & 2/2 etc.)

Prospective Bidders or general public can see and download free of cost **PDF format** of the above documents from website www.tenderwizard.com/DAE **TENDERS OF DAE Bhabha Atomic Research Centre.**

To participate in the tender, Prospective Bidders are required to download all the **excel, word and PDF format** of Part “A” – Technical bid containing the following after Login in the Home page of the website www.tenderwizard.com/DAE with their **User ID / Password & Class III Digital Signature Certificate.**

- 2.1. Letter of transmittal
- 2.2. Form ‘A”- Financial information

- 2.3. Form 'B'- Form of banker's Certificate from Scheduled Bank
- 2.4. Form 'C'- Details of all works completed in all respects during last seven years.
- 2.5. Form 'D'- Particulars of assignments in hand.
- 2.6. Form 'E'- Particulars of Litigation History.
- 2.7. Form 'F'- Performance reports of works referred in Form 'C'
- 2.8. Form 'G'-Methodology

Prospective bidders are also required to Down Load the excel/word format of Part „B"- Financial Bid after Login in the Home page of the website www.tenderwizard.com/DAE with their User ID / Password & Class III Digital Signature Certificate.

Steps to download EXCEL / PDF /Word documents are following:

- (i) Click on “**UNAPPLIED**” button;
- (ii) Click on “**REQUEST**” icon (blue colour),
- (iii) Pay TENDER PROCESSING FEE online.
- (iv) Click on “**SUBMIT**” button.
- (v) Click on “**IN PROGRESS**” button.
- (vi) In status column bidder will find the tender is **RECEIVED**.
- (vii) Bidder will be able to download required Tender Documents by clicking “**EDIT ATTACHMENT**” icon for any number of times till last date of submission

Prospective bidders have to fill all the excel documents and upload the same without renaming it and fill up and upload the scanned copies of documents in PDF format. Letter of Transmittal is to be copied on bidder's letter head and scanned copy has to be uploaded.

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 work(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 debarred for tendering in BARC Contracts 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.”

Please refer Help Manual for submission of Tender / contact Help Desk as per NIT.

The Tender documents - Section II, III, IV & V, all Corrigendum's and Construction safety manual will also form part of Tender Document are available on website www.tenderwizard.com/DAE [Downloads](#) [BARC DOCUMENTS](#).

All the above documents will form part of Agreement after award of work to the successful bidder.

3. Pre-Qualification Requirements

The bidder should have the following Criteria of Eligibility for participation in Tendering process. Contractors who fulfill the following requirements shall only be eligible and considered for the said tender. Joint ventures are not accepted.

a) The contractor should have experience of handling of labours for general services, hospitality services, housekeeping/carpentry/plumbing/electrical etc.

Should have satisfactorily completed the works as mentioned below during last seven years ending previous day of last date of submission of application for tender. The works completed up to previous day of last date of submission of tenders shall also be considered.

Documentary evidence from appropriate authority of having satisfactorily completed as main

contractor **three similar works** each costing not less than **RS 13.20 lakh (40% of the estimated cost put to tender)** , or **two similar works** each costing not less than **RS 19.80 lakh (60% of the estimated cost put to tender)** or **one similar work** costing not less than **RS 26.40 lakh (80% of the estimated cost put to tender)**

Similar work shall mean work involves either of “Office & Auxiliary Services” work as mentioned below.

- i. Office Services: Xeroxing/photo copying, Scanning, filing, book/spiral binding, dispatch and other documentation including data entry works, dak distribution, arrangement and assisting in hospitality services during meetings (such as beverages, water etc.).
- ii. Housekeeping **services:** Cleaning and mopping of all rooms, cabins, toilets, canteen, common areas, glass windows.
- iii. Electrical **maintenance/Plumbing/Carpentry services:** Maintaining all electrical/plumbing/ carpentry services.

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 date of completion to receipt of application for tenders.

The value of joint venture works are not accepted.

- b) Should have had average annual financial Turn- over of **RS 33 Lakhs** (100% of the estimated cost) on similar works during the immediate last 3 consecutive financial years ending 31st March,2018.
- c) Should not have incurred any loss in more than two years during the last five years ending 31st March,2018.
- d) Should have a solvency of **RS 13.20** lakhs equal to 40% of the estimated cost of the work issued not earlier than one year from the date of start of sale of Tender.
- e) 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 formula:

Bidding Capacity (2 x A x N) – B

Where, A = Maximum turnover in works executed in any one year during last 5 years taking into account the completed as well as work in progress.

B = Value of existing commitments and on going works to be completed during the period of completion of work for which bids have been invited.

N = Number of years prescribed for completion of work for which bids have been invited.

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

- È **Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document,**
- È **Record of poor performance such as abandoning work, not properly completing the contract or financial failures/weaknesses etc.**
- È **Adverse feedback of work execution in DAE.**
- È **Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses etc.**

- g) TDS Certificate for proof of value of work executed for various clients.
- h) Certificate of Financial Turnover from CA, balance sheets & ITR for last five year.
- i) Certificate of Registration for Goods and Service Tax (GST).
- j) Apart from above the firm shall also submit the following documents
 - i) Contractor shall furnish declaration that he has not been debarred from tendering by any authority /Agency.
 - ii) List with evidence (like copy of work orders and completion, Performance Certificates etc) of similar works in hand and completed in last 07 years.
 - iii) List of available machinery such computers, work stations, printers, scanners etc.
 - iv) List of technical staff with their qualification and experience.

I. The estimated cost of work indicated is only approximate and the contractor shall work out the rates based on the actual data.

II. Tender form is non- transferable. All rates shall be quoted on the proper form of the tender alone.

4. All rates shall be quoted on the tender form. The amount for each item should be worked out and requisite totals given. Special care should be taken to write the rates in figures as well as in words and the amount in figures only, in such a way that interpolation is not possible. The total amount should be written both in figures and in words. In case of figures, the word 'Rs.' should be written before the figure of rupees and word 'P' after the decimal figures, e.g. 'Rs. 2.15 P' and in case of words, the word, 'Rupees' should precede and the word 'Paise' should be written at the end. Unless the rate is in whole rupees and followed by the word 'only' it should invariably be up to two decimal places. While quoting the rate in schedule of quantities, the word 'only' should be written closely following the amount and it should not be written in the next line.
5. Quoted rates shall be inclusive of GST and shall be payable by the contractor and NRB will not entertain any claim whatsoever in this respect. The contractor should be registered under Goods & Service Tax (GST) and GST as applicable as per extant order on the work shall be paid by the contractor to concerned tax authorities.
6. Tenders with any condition including conditional rebate shall be rejected. However, tenders with unconditional rebate will be accepted.
7. The **Security Deposit @ 2.5 %** of gross amount of the bill shall be deducted from each running bill as well as final bill of the contractor till the sum deducted will amount to security deposit of 2.5% of the tendered value of the work.
8. The Security amount will also be accepted in the form of Fixed Deposit Receipt /DD/ Banker's cheque from any scheduled Bank.
9. In addition the contractor shall be required to deposit an amount equal to 5% from the Schedule Bank of the tendered value of the contract as **performance guarantee** in the form of Banker's cheque / DD/FDR/ BG from scheduled bank to be submitted within 15 days from the date of issue of work order or before commencement of work whichever is earlier. If contractor fails to furnish the prescribed performance guarantee within the prescribed period, the EMD will be absolutely **forfeited to the President automatically without any notice**. Earnest Money deposit of successful bidder shall be returned back/refunded on receipt of Performance Security Deposit. However, in case of Performance Security Deposit 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..
10. NRB, BARC reserves the right to reject any or all tenders or to allot parts of the work to different agencies without assigning any reasons whatsoever. NRB, BARC shall have the right of rejecting all or any of the tenders and will not be bound to accept the lowest or any other tender.
11. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.

12. If any tenderer withdraws his tender before the expiry of the validity period or before the issue of letter of acceptance, whichever is earlier or make any modification in the terms and conditions of the tender 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% (Fifty percent) of the earnest money absolutely. **Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.**
13. This Notice Inviting Tender shall form the part of the contract document.

14. Opening of Financial bid (Part B.)

The Financial bid (Part “B”) of qualified bidders shall only be opened online on the stipulated date and time and will be informed online to qualified bidders. It may be noted that the bidders should include all taxes and levies including GST in their quoted rate. No additional GST will be paid on the quoted rate by the bidder.

Placement of Work order

Financial bid shall be evaluated and approved by the competent authority before placement of work order to the successful bidder.

Return of EMD to unsuccessful bidders.

EMD of unsuccessful bidders shall be returned after placement of work order.

General:-

- a. Letter of transmittal and forms for Pre-qualification for the eligible category are given in subsequent paras.
- b. All information called for in the enclosed forms should be furnished against the relevant columns in the forms. 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 /queries are not applicable in case of the bidder, it should be stated as “Not Applicable”. The bidders may please note that giving incomplete/ unclear information called for in the tender forms, or making any change in the prescribed forms, or deliberately suppressing any information, may result in disqualification of the bidder summarily.
- c. References, information and certificates from the respective clients certifying suitability, technical know how or capability of the bidder should be signed by an officer not below the rank of Executive Engineer or equivalent.
- d. 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 pre-qualification document unless it is called for by the Employer.
- e. 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 this Department.
- f. 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.

g. 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, bidders, 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, bidders, 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, bidders, 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.

- h. In case of receipt of any adverse charter and antecedent remarks /notification against the Contractor/ Company / Proprietor and / or his Contract personnel, Consequent to the security vetting, 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.
- i. Work shall be executed according to General Conditions of Contract, Special Instructions to tenderers, Specifications, Schedule of Quantities etc. of BARC.

Final Decision Making Authority

The Competent Authority reserves the right to accept or reject any bid and to annul the pre-qualification process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders.

Particulars of work are Provisional

The particulars of the work given are provisional. These are liable to change and shall be considered only as advance information.

15. As per the security procedure in force in Bhabha Atomic Research Centre, the successful bidder shall be vetted by the Security Section of BARC before award of the work.
16. Tenders with any condition including conditional rebate shall be rejected. However, tenders with unconditional rebate will be accepted.
17. If any information furnished by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering / taking up works in BARC in future forever. Also if such a violation comes to the notice of Department before start of work, the Engineer-in-charge shall be free to forfeit the entire amount of EMD and Performance Guarantee.
18. The time allowed for carrying out the work will be 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.
19. Tender will be kept valid for 90 (Ninety) days from the Last date of closing of online submission of tenders or from the date of online submission of revised financial bids (if any) whichever is later.

20. In case the last date of receipt of original document towards Tender Processing Fee & EMD and opening of tender are declared as holiday, the respective date shall be treated as postponed to the next working day, correspondingly.
21. Original Demand Draft/Banker's Cheque/Pay Order / Fixed Deposit Receipt / Bank Guarantee, if any of a Scheduled Bank towards Earnest Money Deposit as applicable and receipt of e-payment done through electronic mode towards Tender Processing fee shall be submitted at aforementioned place, date and time otherwise Tenders are liable to be rejected and will not be processed further.
22. The acceptance of tender shall rest with department which does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all of the tenders received, without assigning any reason. All tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected.
23. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Engineer-In-charge shall be communicated to the Engineer-In-charge.
24. The department reserves the right to accept the whole or only part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
25. The acceptance of tender will rest with the **Chief Executive, Nuclear Recycle Board, Bhabha Atomic Research Centre** on behalf of President of India, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received, without assignment of any reason. All tenders in which, any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
26. If any bidder withdraws his tender within the validity period or make any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall without prejudice to any right or remedy, be at liberty to forfeit 50 % (Fifty Percent) of the Earnest Money absolutely. Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.
27. The tender for the work shall not be witnessed by a bidder or bidder who himself / themselves has/have tendered for the same work. Failure to observe these conditions would render tenders of the bidder tendering as well as witnessing the tender liable to summary rejection.
28. This Notice Inviting Tender shall form the part of the contract document.
29. Please note the following:
 - 29.1. Cheques for Earnest Money Deposit will not be accepted.
 - 29.2. EMD amount in full of Rs. **Sixty Six Thousand** to be submitted along with the submitted bids.
 - 29.3. Income tax, GST TDS and any other tax at applicable rates would be deducted from the bills.
30. Please note that to enter Anushaktinagar colony, photo-identity (passport, driving license, voter's I- card, I-card issued by the employer, etc.) is a must. Advance intimation will have to be given to enter into Anushaktinagar Premise.

Instructions:

1. The contractor should be registered with www.tenderwizard.com/DAE. Those contractors not registered on the website mentioned above, are required to get registered. If needed, they can be imparted training for online bidding process as per details available on the website.
2. The intending bidder must have valid class-III digital signature for Request for purchase / Download of Tender Document (excel / word formats).
3. The bid can only be submitted/uploaded after providing details of Fixed Deposit Receipts and or Bank Guarantee of any Scheduled Bank towards Earnest Money Deposit and other documents as specified.
4. Tenders will be received online up to time & date as mentioned above. Part A will be opened on the time & date as mentioned above. The receipt of Tender Processing Fee and EMD will be checked first. If found in order, Part A will be opened. After opening of Part A, for evaluation, the contractor's ongoing / completed work sites & offices will be visited and their Techno-commercial Bid cum Pre Qualification related documents shall be evaluated and accordingly tenderers will be qualified/disqualified by the Competent Authority. The Part „B“ (Financial Bid) of the qualified tenderers shall then be opened at notified date and time. Date of opening of Part „B“ (Financial Bid) will be intimated to all successful bidders by email.
5. On opening date, the contractor can login and see the status of Bids after opening.
6. Contractor 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. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as “0”. Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as “0” (ZERO).
7. List of Documents to be scanned from original & uploaded within the period of bid submission by bidder:
 - (i) Letter of transmittal
(The bidder should upload the scanned copy of the letter of transmittal on bidder's letter head)
 - (ii) All Forms (A to G)
(The bidder should upload the scanned copy of all the forms on bidder's letter head)
 - (iii) Certificates:
 - a. Registration certificate, if any
 - b. Certificates of Work Experience / Performance Certificates
 - c. Certificate of Registration for GST
 - d. TIN Registration Certificate
 - e. PAN (Permanent Account Number) Registration
 - (iv) Affidavit as mentioned in Para 2.
 - (v) FDR/DD/PO/BC of any Scheduled Bank against **EMD**.

Note: During technical and PQ evaluation missing documents, if any, can be asked by inspection committee for submission.

8. The Bidder is required to fill the following:

a) Part – “A”- (Techno-commercial Bid cum Pre qualification Bid)

b) Part - "B" (Financial Bid)

- (i) Registered contractors can only purchase/download & submit/upload tenders after paying requisite fees.
- (ii) Interested agencies may visit website www.tenderwizard.com/DAE for registration.
- (iii) Contact for assistance/ clarifications (022) **25591157/25595472**.
- (iv) Contact for assistance for registration and participation in e-Tendering:
- Shri Rudresh**:09969395522 or email: twhelpdesk231@gmail.com
 - Shri Mrutyunjay Mahapatra** : 9969313423 or email: twhelpdesk704@gmail.com
 - Tender Wizard Helpdesk** – 080 40482000 (9am to 6pm – Mon to Sat)
 - Tenderwizard.com/DAE** under contact buttons.
- (v) Email Ids for sending request for Site visit / clarifications. Bidders should send complete details of person going to attend Prebid meeting.
To – ramank@barc.gov.in
- (vi) **In case difference between wordings of English and Hindi version of NIT, the English version will prevail.**

**Chief Executive
Nuclear Recycle Board
Bhabha Atomic Research Centre
For and on behalf of President of India**