



Government of India
Department of Atomic Energy
Directorate of Construction, Services & Estate Management

PREQUALIFICATION CUM NOTICE INVITING e-TENDER

NIT No. DCSEM/CQD/QSA/EC-MOEF/NIT/336/10-2020 dt.01.10.2020

Head (Projects), DCSEM, DAE, 3rd floor, V. S. Bhavan, Anushaktinagar, Mumbai-94 on behalf of the President of India invites online item rate tender (in two bid) from eligible contractors for the work of **“Consultancy work for getting Environmental clearance (EC)/ Amendments to Environmental clearance from MoEFCC for proposed New Projects at Anushaktinagar, Mumbai.”** The details are given below.

INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING

PART A: GUIDELINES FOR E-TENDERING: -

1. The intending bidders must read the terms and conditions of the tender documents. He should only submit bids if he considers himself eligible and he is in possession of all documents required.
2. The information and instruction for bidders alongwith Technical bid, Financial bid and drawings etc. posted on website shall form part of the bid document. The contract condition and specification available in website www.dcsem.gov.in shall also form part of the tender document.
3. The documents as uploaded can be viewed and downloaded free of cost by any one including the intending bidder. However for participating tendering process the intending bidder must download the documents after confirmation of tender processing fees from e-tendering portal only, within time and date of downloading, otherwise it will not be possible for them to upload the documents on the e-tendering portal.

Notes :-

- i) Downloading the tender documents without confirmation of payment details towards tender processing fees on web site [www.tenderwizard.com/ DAE](http://www.tenderwizard.com/DAE) shall not be valid.
- ii) The excel sheets accompanied with pre-qualification bid and technical bid and financial bid shall be filled up and uploaded within due date of submission.
- iii) The PDF document available in website are part of tender document and can't be uploaded on the e-tendering portal in its present form. However the bidders may download the specific forms / data sheets etc. fill them up, scan and upload the same as required.
- iv) The tender document submitted manually can't be accepted and shall be rejected summarily.
- v) The agency must ensure downloading of excel sheets in which the columns

meant for filling up data / rates appears in **yellow** colour and the moment the data / rates are entered , it turns **sky blue**.

4. It is mandatory for all the applicants to have **class-III digital signature certificate** from any of the licensed Certifying Agency to participate in e-tendering.
5. In order to participate in online e-tendering process, it is mandatory for the applicants to have user **ID & password** to get access to the website www.tenderwizard.com/DAE. The applicants have to get registered their firm / company with the service provider, 'M/s ITI Limited' for user ID & password. The registration shall be done by paying an annual registration fees to 'M/s ITI Limited' and completing other formalities as mentioned in website. Validity of online registration is for one year from date of its issuance and be subsequently renewed. For assistance/clarifications, please contact mobile 09969395522, e-mail : twhelpdesk231@gmail.com/
daehelpdesk@tenderwizard.co.in
6. The applicants, who have already obtained such valid user ID and password from M/s ITI Limited, for any other project of DCSEM / DAE, need not obtain fresh user ID and password for the purpose of participation in the present tender.
7. The services for e-tendering in DCSEM / DAE is provided by M/s ITI Ltd., Tender wizard Help Desk Centre, B-1/5A, 2nd Floor, Main Nazafgarh Road Near Janakpuri Metro Station (East) Janakpuri, New Delhi-110058, Fax No : 91-11-25618721 Phone 91-11-49424365,e-mail:- daehelpdesk@etenderwizard.co.in
8. The excel sheets comprising of pre-qualification bid, technical bid and financial bid and other documents shall be uploaded online in the prescribed format (JPG or PDF) before the date and time as mentioned in e-tender portal. No other mode of submission is acceptable.
9. The agency shall download the pre bid clarification if any for the work and upload the same (scanned copy) duly signed and sealed. The revised documents (if any) shall be uploaded in e tender portal.
10. After submission of the bid / document the bidder can re-submit revised bid/ document any number of times but before last time and date of submission of bid/ document as notified.
11. If the agency found ineligible, after opening of technical bid his tender shall become invalid and processing fees shall not be refunded.
12. Tenderers are advised to upload their documents well in advance, to avoid last minutes rush on the server or complications in uploading. DCSEM, in any case, shall not be held responsible for any type of difficulties during uploading the documents including server and technical problems whatsoever.
13. Submission of the tender documents after the due date and time (including extended period) shall not be permitted. Time being displayed on e-tendering portal of DCSEM shall be final and binding on bidders.
14. In case of any problem with the submission of the tender, the tenderers may take the assistance of help desk or use the help manual given on the said website or mobile and e-mail mentioned above.

15. The tenderers are advised to submit the hard copies of EMD and other documents etc. well in advance to the Tender Inviting Authority, so that it should reach on or before the due date and time. Delay in receipt of hard copies due to security restriction, postal delay or delay due to any other reasons etc. shall not be accepted and tender shall be rejected forthwith.

PART B: NIT DETAILS:-

1	NIT No.	DCSEM/CQD/QSA/EC-MOEF/NIT/336/10-2020 dt.01.10.2020
2	Name of work	Consultancy work for getting Environmental clearance (EC)/ Amendments to Environmental clearance from MoEFCC for proposed New Projects at Anushaktinagar, Mumbai.
3	Estimated cost put to tender	Rs.15.00 Lakh
4	EMD	<p>Earnest Money Deposit (EMD) of Rs.30,000.00 to be submitted in the form of Deposit at Call Receipt or Demand Draft/ Bankers Cheque or Fixed Deposit Receipt drawn in favour of Pay & Accounts Officer, DCSEM, Mumbai.</p> <p style="text-align: center;">or</p> <p>The bidders may submit the EMD as follows:</p> <p>(i) Rs.15,000.00 will have to be deposited in the shape prescribed above</p> <p style="text-align: center;">and</p> <p>(ii) Balance amount of Rs.15,000.00 in the form of Bank guarantee issued by a scheduled bank as per enclosed prescribed format. Cash and Cheque for Earnest Money Deposit will not be accepted.</p> <p>The Bank Guarantee shall be valid for 180 days from the date of online submission of Tender.</p>
5	Completion period	09 Months
6	Fee of Tender Document	Nil
7	Tender Processing Fee	Rs.885.00/- through e-payment.
8	Security Deposit	2.5% of Tendered value.
9	Performance Guarantee	5% of Tendered value.

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| 10 | Dates of availability of Tender Documents for download | From 06.10.2020 (11:00 hrs.) to 15.10.2020 (17:00 hrs) on website www.tenderwizard.com/DAE
Detailed NIT is also available on website www.dcsem.gov.in for view only. |
| 11 | Pre-bid Meeting | 16.10.2020 |
| 12 | Last date and time of closing of online submission of tenders. | 02.11.2020 (17:00 hrs.) |
| 13 | Last date for submission of original DD/FDR/BG etc. towards EMD etc. | On or before 05.11.2020 (15:00 hrs.) in the Office of Head (CQD), 3rd Floor, V.S. Bhavan, Anushaktinagar, Mumbai -400 094. |
| 14 | Date and time of online opening of Technical Bid. | 06.11.2020 (15:30 hrs.) in the Office of Head (CQD), 3rd Floor, V.S. Bhavan, Anushaktinagar, Mumbai - 400094 |
| 15 | Date of opening of Financial Bids of qualified bidders. | Will be notified at a later date |

Note: Department reserves the right to accept or reject the tender(s) in full or in part, without assigning any reason thereof. Tenders with any condition including conditional rebate shall be rejected forthwith.

Note-Submission of Performance Guarantee

i) Time allowed for submission of Performance Guarantee from the date of issue of letter of acceptance / WO.	15 days
ii) Maximum allowable extension beyond the period (provided in – i) above.	<i>Can be further extended 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.</i> <i>If contractor fails to furnish the prescribed performance guarantee within the prescribed period, The earnest money is absolutely forfeited to the President automatically without any notice.</i>

PART C: TENDER REQUIREMENTS FOR ELIGIBILITY:-

1.0 INITIAL CRITERIA FOR ELIGIBILITY FOR PRE-QUALIFICATION: -

The applicant who fulfils the following criteria shall be considered for participation.
Joint Ventures and Consortium etc. shall not be accepted.

Proof of registration with Government / Semi Government organizations like CPWD, MES, BSNL, Railways, State PWDs etc. in appropriate class OR having experience in execution of similar nature of works.

The following conditions shall be considered for qualifying the consultants for bidding.

- a) The consultants should have accreditation from QCI-NABET in appropriate class.
- b) The consultants should have preferably worked with any Government departments, preferably in Maharashtra, for environmental clearance projects.
- c) The consultants should have obtained Environmental Clearance for projects having site area more than 50 Hectares.
- d) The consultants preferably have in house staff having experience in ECBC compliance works [the in-house ECBC (Energy Conservation Building Code) master trainer would be preferable).
- e) The consultants should be primarily providing environmental consultancy services in India for at least past five financial years prior to the year ending 31st March 2020.
- f) The consultants must be accredited in handling EIA, SEIAA for building construction projects and area development projects.
- g) The consultants should have experience in environmental compliance audits.
- h) The prospective consultants must establish that they possess technical experience of having successfully completed as “Single Business Entity”. No joint ventures / Consortiums shall be allowed.

1.1 The applicant should have satisfactorily completed the works as mentioned below during the last **seven years ending previous day of last date of submission of tenders.**

- (i) Three similar works each costing not less than **Rs.6.00 lakh**
or
Two similar works each costing not less than **Rs.9.00 lakh**
or
One work similar costing not less than **Rs. 12.00 lakh**

Important Notes:-

Similar work shall mean: - **Getting clearances from statutory Govt. bodies like Environmental clearance from MoEFCC.**

- a) Cost of work shall mean consultancy fee of the work. This should be certified by an officer not below the rank of Executive Engineer/Project Manager or equivalent.

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

1.2 At the time of submission of tender, the applicant shall have to furnish an affidavit as under:

“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 DCSEM, then I/We shall be debarred for tendering in DCSEM Contracts in future forever. Also, if such a violation comes to the notice of DCSEM before date start of the work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/ Performance Guarantee.”

1.3 The applicant should have **Average Annual Financial Turn Over (gross) of Rs.7.50 lakh** on Consultancy works during immediate last three consecutive financial years ending **31st March 2020**. This should be duly audited by a Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.

1.4 The applicant'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 or equivalent.

1.5 The applicant should have sufficient number of Technical and Administrative employees for the proper execution of the contract. The applicant should submit list of well qualified and experienced Engineers and Supervisors stating clearly how those would be deployed for execution of works.

1.6 List of works in hand & List of similar works carried out by them for last 7 years indicating i) Agency for whom executed, ii) Value of work, iii) Completion time as stipulated and actual, or present position of the work.

1.7 List of technical staff preferably they possess and propose to deploy for the work.

1.	Environmental Expert	Minimum 10 years of Experience in handling environmental aspects of building construction and area development projects
2.	Project Manager	Minimum 5 years of experience in obtaining environmental clearance of building construction and area

		development projects in Maharashtra. Should have experience in coordinating with EAC (MoEFCC), MPCB, ULBs etc.
3.	Environmental Modelling Expert	Minimum 5 years of experience in environmental modelling and predictions of impacts
4.	ECBC Master Trainer	Minimum 5 years of experience in working on ECBC and assignments and must have experience in ECBC training

1.8 Certificates: (Scanned copy of original certificates to be uploaded)

- i) **Performance Certificates**
- ii) **GST Registration certificate**
- iii) **PAN (Permanent Account Number) Registration**

1.9 UNDERTAKING as under:-

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 debarred for bidding in DCSEM / DAE 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. **(Scanned copy of the undertaking duly signed & sealed on letter head of the bidder to be uploaded at the time of submission of bid).**

2. The intending bidder must read the terms and conditions as per “SECTION- 1: NOTICE INVITING TENDERS” OF “**CONDITIONS AND CLAUSES OF CONTRACT – 2008**” carefully. **He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.**

Department reserves the right of Non-consideration of Tender documents of the agencies who are not fulfilling the NIT stipulations and / or having adverse report on the works carried out by them in the past.

3. Information and Instructions for tenderers posted on website shall form part of tender document.

4. **The tender document consisting of plans, 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 seen and downloaded from website www.tenderwizard.com/DAE or www.dcsem.gov.in free of cost.**

It is the responsibility of the tenderer to submit the EMD (hard copy) duly sealed and signed in the “Office of Head (CQD), 3rd Floor, V.S.Bhavan, Anushaktinagar, Mumbai-400094.” on or before prescribed time & date of submission.

OBTAINING OF STANDARD DOCUMENTS: In addition to the above, the prospective agencies shall be required to possess following documents with them separately, which shall form part of Tender Documents for this work. These documents can be downloaded from the DCSEM's website or can be purchased separately on payment of prices indicated. In case the agencies already possess these standard documents with them, the same need not be downloaded/ purchased again.

Printed books are available at the “Office of the Head (CQD), 3rd Floor, V.S. Bhavan, Anushaktinagar, Mumbai – 400 094”. Payment for the same can be made in cash or in the form of DD drawn in favour of ‘Pay and Accounts Officer, DCSEM’, payable at Mumbai as indicated below:-

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|------|---|-------------------|
| i) | Conditions and Clauses of Contract (CCC) – 2008 | Rs.50/- per book |
| ii) | Specifications for Civil Works – 2015 | Rs.500/- per book |
| iii) | Specifications for PHE Works – April 2008 | Rs.100/- per book |

5. The bid can only be submitted after uploading the mandatory scanned documents such as Demand Draft or Pay order or Banker's Cheque or Deposit at call Receipt or Fixed Deposit Receipts and Bank Guarantee of any Scheduled Bank towards EMD in favour of **“PAY AND ACCOUNTS OFFICER, DCSEM, MUMBAI”** and other documents as specified.

6. On opening date, the contractor can login and see the bid opening process.

7. **Certificate of Financial Turn Over:** At the time of submission of bid, contractor may upload **Undertaking**/ Certificate from CA mentioning Financial Turnover of last 3 years or for the period as specified in the bid document.

8. 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).

9. In the case of bids in two / three stage system and if it is desired 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.

10. The Department reserves the right to accept/reject any prospective application without assigning any reason thereof.

11. Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them, through a Technical Evaluation

Committee of experts, constituted by DCSEM. The performance report from the executing authority shall also be considered for shortlisting.

12. If the 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 DCSEM.

Note: Prospective agencies shall satisfy themselves of fulfilling all the NIT criteria before submission of tender. Department reserves the right of non-consideration of tender of the agencies not fulfilling the stipulated criteria.

PART D: LIST OF DOCUMENTS TO BE SCANNED & UPLOADED

- 1 Financial Turn Over certified by CA.
- 2 List of similar works completed in last 7 years indicating: i) Agency for whom executed ii) Value of Work, iii) Stipulated and actual time of completion.
- 3 List of works in Hand indicating: i) Name of work, ii) Agency, iii) Value of Work, iv) Stipulated time of completion / present position.
- 4 List of Technical Staff.
- 5 QCI-NABET CERTIFICATE
- 6 Environmental Clearance certificate site area more than 50 Hectares.
- 7 Experience Certificate for ECBC Compliance Works
- 8 EIA & SEIAA certificate for building construction projects and area developments works.
- 9 Experience Certificate for environmental compliance audits.
- 10 **Certificates:-**
 - i) Registration certificate, if any.
 - ii) Certificates of Work Experience / Performance Certificates.
 - iii) GST (Goods and Services Tax) Registration Certificate.
 - iv) PAN (Permanent Account Number) Registration.
- 11 Undertaking that the eligible similar work(s) have not been executed through another contractor on back to back basis.
- 12 e- payment details towards cost of Processing Fee.
- 13 FDR of any Scheduled Bank against EMD.
- 14 Bank Guarantee of any Scheduled Bank against EMD (if any).
- 15 Undertaking for having gone through the documents as per Technical Bid.

- 16 Undertaking for downloaded the Pre-bid clarifications issued by the Department after close of sale of tenders as indicated in the Technical Bid.
(Scanned copy of original certificates to be uploaded)**

SCOPE OF WORK: -

The scope of work shall include following tasks:

1. Project Initial Meeting with client & Reconnaissance Survey for complete understanding of the proposal.
2. Generation & Compilation of required / suitable forms such as Form 1, Form 1A, etc., and preparation of consolidated statement and conceptual plan as per the requirements of MoEFCC and submission of the same.
3. Submission of application and obtaining Terms of Reference (ToR) from MoEFCC or concerned authorities.
4. Generation & Compilation of required information and preparation of complete set of documents and submission to SEAC and MPCB or concerned authorities.
5. Collection of baseline data including primary survey, secondary data collection and air quality modelling after grant of TOR.
6. Conducting any other required studies as per ToR.
7. Processing of collected data and generation of report.
8. Prediction and Assessment of Environmental Impacts (Input from modelling software and techniques).
9. Preparation of EIA Report considering requirements mentioned in ToR and any other requirements as per requirement of MoEFCC.
10. Development of Environment Management Plan.
11. Preparation and Submission of required documents to MoEFCC.
12. Preparation of Technical Presentation.
13. Presentation to EAC, at their respective offices.
14. Follow up for obtaining Environmental Clearance.
15. Any other activities required for getting Clearances / obtaining EC.
15. Preparation of half yearly reports including collection of data and submission of same, until the completion of validity of the Environmental Clearance (anticipated validity is for 7 years).

Deliverables:

1. Site Reconnaissance;
2. Submission of Terms of Reference (ToR) Application set to EAC;
3. Obtaining ToR from MoEFCC;
4. Conducting baseline survey (primary/secondary data collection) etc;
5. Submission of final EIA Report to EAC;
6. Completion of Technical Presentations to client and EAC;
7. Obtaining Environmental Clearance from MoEFCC or concerned authorities;
8. Submission of half yearly reports until the completion of validity of the Environmental Clearance (anticipated validity is for 7 years).