

NIT FOR WEBSITE



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

NOTICE INVITING PREQUALIFICATION CUM e-TENDER

NIT No. DCSEM/CQD/QSA/LIGO/EC-MOEF/NIT/ 214 /12-2017 dt.26.12.2017

Chief Engineer (C-1), DCSEM, DAE, V.S. Bhavan, Anushaktinagar, Mumbai-400 094 on behalf of President of India invites online item rate tender (in two bids), from reputed, qualified, experienced, technically and financially sound engineering agencies for the work of **“Consultancy Contract for getting Environmental clearance from MoEFCC for Observatory Campus of LIGO-India at Aundha, Hingoli and Nanded Campus, in Hingoli & Nanded District, Maharashtra.”**

The details are as mentioned below.

INFORMATION & 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/She should only submit the bids if he/she considers himself/herself eligible and he/she is in possession of all documents required.
2. The information and instructions for bidders along with technical bid, financial bid and drawings etc. posted on website shall form part of the bid document. The Contract conditions and specifications 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 anyone including the intending bidder. However for participating in the tendering process, the intending bidder must download the documents after confirmation of tender processing fee 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 fee on website www.tenderwizard.com/DAE shall NOT be valid.
- ii. The excel sheets accompanied with pre-qualification bid, technical bid & financial bid shall be filled up & uploaded within due date of submission.
- iii. The PDF documents available in website are part of tender document and cannot be uploaded on the e-tendering portal in its present form.

However the bidders may download the specific forms/date sheets etc., fill them, scan and upload them.

- iv. **The tender document submitted manually won'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 appear in yellow color initially that turn into sky blue color once the data/rates are entered.
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 fee 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 No. 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 Limited, Tender wizard Helpdesk Centre, B-1/5A, 2nd Floor, Main Nazafgarh Road, Near Janakpuri Metro Station (East), Janakpuri, NewDelhi-110058. Fax No: 91-11-25618721, Ph. No: 91-11-49424365, e-mail : daehelpdesk@tenderwizard.co.in
8. The agencies interested to participate in online tendering process are required to fill up payment details towards cost of tender fee and processing fee within sale / download period for downloading the tender document from the e-tendering portal only, otherwise, it will not be possible for them to upload / submit the tender.
9. Downloading the tender documents without confirmation of payment details on web site, www.tenderwizard.com/DAE, shall not be valid and rejected summarily.
Tenderers are advised to upload their documents well in time, to avoid last minute rush on the server or complications in uploading. DCSEM, in any case, shall not be responsible for any type difficulties during uploading the documents including server and technical problems whatsoever.
10. The tender shall be submitted online in the prescribed format before the date and time as mentioned in NIT. No other mode of submission is acceptable.
11. The excel sheets comprising of technical and financial bid & other

- documents shall be uploaded online in the prescribed format (JPG or PDF) before the due date and time as mentioned in e-tender portal. No other mode of submission is acceptable.
12. The agency shall download the pre-bid clarification, if any, for this work and upload the filled-in form (scanned copy) duly signed & sealed. The revised documents (if any) shall be uploaded in e-tender portal.
 13. After submission of the bid/document, the bidder can re-submit revised bid/document any number of times but before the last date and time of submission of bid/document as notified.
 14. Online submission of the tender documents after the due date and time (including extended period, if any) shall not be permitted. Time being displayed on e-tendering portal of DCSEM shall be final and binding on bidders.
 15. The tenderers are advised to submit the hard copies towards EMD & 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 shall not be accepted and tender shall be rejected forthwith.
 16. If a participating agency is found ineligible after opening of technical bid, its tender would become invalid and processing fee shall not be refunded.
 17. In case of any problem with the submission of the online tender document, the tenderers may take the assistance of the helpdesk or use the help manual given on the said website or contact on mobile or e-mail the service provider as mentioned in the point no.7 above.

PART 'B': NIT DETAILS:-

1	NIT No.	DCSEM/CQD/QSA/LIGO/EC-MOEF/NIT/214/ 12-2017 dt.26.12.2017
2	Name of work	Consultancy Contract for getting Environmental clearance from MoEFCC for Observatory Campus of LIGO-India at Aundha, Hingoli and Nanded Campus, in Hingoli & Nanded District, Maharashtra.
3	Estimated cost put to tender	Rs. 18.88 lakhs
4	EMD	Earnest Money Deposit (EMD) of Rs. 37,760.00 in the form of Deposit at call Receipt or demand draft/Bankers Cheque or Fixed Deposit Receipt issued by a Scheduled bank in favour of 'Pay & Accounts Officer, DCSEM, Mumbai'. Or Alternatively, an amount of Rs.18,880.00 in the form of Deposit at call Receipt or demand draft/Bankers Cheque or Fixed Deposit Receipt issued by a Scheduled bank in favour of 'Pay & Accounts Officer, DCSEM, Mumbai'.
		and

Balance amount Rs. 18,880.00 in the form of Bank Guarantee (BG) issued by a Scheduled bank drawn in favour of Pay & Accounts Officer, DCSEM, Mumbai.

The Bank Guarantee (BG) shall be valid for 180 days from the date of online submission of tender.

Note: EMD in the form of Cheque will NOT be accepted.

5	Completion period	09 (Nine) months.
6	Fee of Tender Document	NIL
7	Tender Processing Fee	Rs. 1114.00 through e-payment.
8	Security Deposit	2.5% of tendered value.
9	Performance Guarantee	5% of tendered value.
10	Dates of availability of Tender Documents for download	From 27.12.2017 (11:00 hrs.) to 10.01.2018 (17:00 hrs.) on website www.tenderwizard.com/DAE . Detailed NIT is also available on website www.dcsem.gov.in for viewing only.
11	Date of Pre-bid clarification	12.01.2018 at the Office of Head (CQD), 3rd Floor, V.S. Bhavan, Anushaktinagar, Mumbai - 400094.
12	Last date and time of closing of online submission of tenders:	24.01.2018 (17:00 hrs.)
13	Last date for submission of original DD/FDR/BG etc. towards EMD and hard copies of documents.	On or before 29.01.2018 (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.	29.01.2018 (15:30 hrs.) in the Office of Head (CQD), 3rd Floor, V.S. Bhavan, Anushaktinagar, Mumbai -400 094.
15	Date of opening of Financial Bids of qualified bidders	Will be notified at a later date.

Note-1 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-2 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.	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.

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.

PART 'C': TENDER REQUIREMENTS FOR ELIGIBILITY:-

- 1 **Agencies that fulfil the following requirements shall ONLY be eligible to apply. (Joint ventures are not accepted).**
- 1.1 **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 2017.
- 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.

1.2 Should have satisfactorily completed the following works during the last seven years ending previous day of last date of submission of tender.

For this purpose **cost of work** shall mean gross value of the completed work including cost of material supplied by the Government/Client but excluding those supplied free of cost. This should be certified by an Officer not below the rank of Executive Engineer / Project Manager or equivalent.

Completed Three similar works each costing not less than **Rs.7.55 lakhs**,

OR

Completed Two similar works each costing not less than **Rs.11.33 lakhs**,

OR

Completed One similar work costing not less than **Rs.15.10 lakhs**

Note :

- i. Similar work shall mean: **Getting clearances from statutory Govt. bodies like Environmental clearance from MoEFCC.** The value of executed works shall be brought to current costing level by enhancing the actual value of work at **simple rate of 7% per annum**; calculated from the date of completion to last date of receipt of applications for tender.

1.3 **Should have had average annual financial turnover (gross) of Rs.18.88 lakhs on similar works during the immediate last three consecutive financial years (Scanned copy of Certificate from CA to be uploaded). Year in which no turnover is shown would also be considered for working out the average.**

1.4 Should not have incurred any loss in more than two years during the last five years ending **31st March, 2017.**

1.5 Should have valid Solvency **of Rs. 7.55 lakhs.**

1.7 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.

1.9 **List of technical staff/ expert personnel** they possess and proposed to deploy for the work.

1.	Environmental Expert	Minimum 15 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

The curriculum Vitae (CV) of above professionals shall be attached and authenticated.

1.10 **CERTIFICATES:** (Scanned copy of original certificates to be uploaded)

i) **Performance Certificates**

ii) **GST (Goods and service tax) Registration Certificate**

iii) **PAN (Permanent Account Number) Registration**

iv) **EPFO registration certificate**

v) **ESIC registration certificate**

1.11 **UNDERTAKING 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 Department, then I/we shall be debarred for bidding in 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” 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.**
- 5 **It is the responsibility of the tenderer to submit the EMD (hard copy) duly sealed and signed in the Office of Head (CQD), DCSEM, 3rd Floor, V.S.Bhavan, Anushaktinagar, Mumbai- 400094 on or before the date of submission.**
On opening date, the contractor can login and see the bid opening process.
- 6 **Certificate of Financial Turn Over:** At the time of submission of bid, contractor may upload **Undertaking** / Certificate from a CA mentioning Financial Turnover of last 3 years or for the period as specified in the bid document.
- 7 The Department reserves the right to accept / reject any prospective application without assigning any reason thereof.
- 8 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.
- 9 **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 DCSEM.

PART D: LIST OF DOCUMENTS TO BE SCANNED & UPLOADED

- 1 Financial Turn Over certified by CA
- 2 Profit & Loss statement certified by CA
- 3 Latest Bank Solvency Certificate
- 4 List of **similar works completed** in last 7 years indicating:
 - i) Agency for whom executed,
 - ii) Value of Work &
 - iii) Stipulated/ actual time of completion & Present Position.
- 5 List of **works in Hand** indicating:
 - i) Agency,
 - ii) Value of Work,
 - iii) Stipulated time of completion / present position.
- 6 List of Technical Staff/ expert personnel
- 7 **Certificates:**
 - i) Registration certificate, if any

- ii) Certificates of Work Experience / Performance Certificates
- iii) GST (Goods and service tax) Registration Certificate
- iv) PAN (Permanent Account Number) Registration
- v) EPFO registration certificate
- vi) ESIC registration certificate
- 8 Undertaking that the eligible similar work(s) have not been executed through another contractor on back to back basis.
- 9 E-payment details towards **cost of tender processing fee.**
- 10 FDR of any Scheduled Bank against **EMD.**
- 11 Bank Guarantee of any Scheduled Bank against **EMD**, if any.
- 12 Undertaking for having gone through the documents as per Technical Bid.
- 13 Undertaking for downloaded 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)