

GOVERNMENT OF INDIA  
DEPARTMENT OF ATOMIC ENERGY  
RAJA RAMANNA CENTRE FOR ADVANCED TECHNOLOGY

**SECTION-I : PRE-QUALIFICATION CUM NOTICE INVITING e-TENDER**

Chief Engineer, RRCAT, Raja Ramanna Centre for Advanced Technology, P.O. RRCAT, Indore, on behalf of President of India invites online item rate tender through e tendering mode in two parts i.e. Part 'A' -Technical bid and Part 'B'-Financial bid, from eligible contractors on approved list of CPWD, MES, Railways, State PWDs, Public sector undertakings of State or Central government, Central autonomous bodies or those having adequate experience and capabilities to execute similar works of such magnitude in Department of Atomic Energy(DAE) for the work, "Upkeeping of grassed Playfields, weed eradication, transport of Garden waste incl. misc. works in Residential area at RRCAT, Indore. "

The details are given below:

**INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING**

**PART A: GUIDELINES FOR E-TENDERING :-**

1.	It is mandatory for all the applicants to have <b>class-III digital signature certificate</b> from any of the licensed Certifying Agency to participate in e-tendering
2.	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 <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> . 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 08602465460, e-mail: <a href="mailto:twhelpdesk777@gmail.com">twhelpdesk777@gmail.com</a>
3.	The applicants, who have already obtained such valid user ID and password from M/s ITI Limited, for any other work of DAE, need not obtain fresh user ID and password for the purpose of participation in the present tender.
4.	The services for e-tendering in RRCAT / DAE is provided by M/s ITI Ltd., Tender wizard Help Desk Centre, B-1/5A, 2 <sup>nd</sup> Floor Main Nazafgarh Road Near Janakpuri Metro Station (East) Janakpuri, New Delhi-110058, FaxNo:91-11-25618721 Ph No: 011-49424365, e-mail : <a href="mailto:daehelpdesk@tenderwizard.co.in">daehelpdesk@tenderwizard.co.in</a>
5.	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.
6.	The applicants have to upload the details of e payment towards the cost of processing fees, before the last date & time and download the tender documents from the e-tendering portal only, otherwise, it will not be possible for them to upload the tender on the e-tendering portal. Note : Downloading the tender documents without confirmation of payment details on web site : <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> shall not be valid and rejected summarily Tenderers are advised to upload their documents well in time, to avoid last minutes rush on the server or complications in uploading. RRCAT, in any case, will not be responsible for any type of problem in uploading the documents. No hard copies for tender submission shall be entertained.
7.	Online submission of the tender document after the due date and time shall not be permitted. Time being displayed on e-tendering portal of RRCAT shall be final and binding on applicant. No hard copies for tender submission shall be entertained.
8.	The tenderers are advised to submit their documents on line well before the due date & time. RRCAT shall not be responsible for any delay in submission of documents for any reason including server and technical problems.
9.	In case of any problem with the submission of the online tender document, the applicant may have the assistance of help desk or use the help manual given on the said website or mobile and e-mail mentioned above.
10.	<b>Bidders may please note the following also regarding taxes and other liabilities etc:</b> (i) This work comes under <b>Works Contract</b> . Taxes applicable for such contracts must therefore be included in the quoted rates. (ii) The contractor should be registered as mandated in the law relevant to GST. The <b>Goods &amp; Services Tax (GST)</b> as applicable in "individual items as well as overall offer" need to be included in the quoted rates/tender offer. Department shall not entertain any claim pertaining to GST, WCT etc.

	<p>(iii) Labour Welfare Cess @ 1 % of gross value of work done shall be deducted from each running bill &amp; final bill.</p> <p>(iv) Applicable, income tax/corporation tax, cess, security deposit etc shall be deducted from each running bill &amp; final bill.</p> <p>(v) The bidder must possess valid EPF &amp; ESIC registration as per relevant laws. The bidders need to deposit EPF&amp;ESIC with appropriate authority. The reimbursement for the same shall be made upon submission of satisfactory &amp; genuine documentary evidence. The bidder therefore need not consider EPF &amp; ESIC in the quoted rates.</p> <p>(vi) The payment of wages to labourers should be made through bank.</p>
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## PART B: NIT DETAILS :-

1	NIT No.	RRCAT/H/2017/09.Dated :- 19. 12.2017.
2	Name of work	Upkeeping of grassed Playfields,weed eradication,transport of Garden waste incl.misc.works in Residential area at RRCAT, Indore.
3	Estimated cost put to tender	` Rs.24,45,000.00
4	EMD	Earnest Money Deposit (EMD) of ` <b>Rs.48,900.00</b> in the form of banker's cheque/ demand draft or Fixed Deposit Receipt, issued by a Scheduled bank, in favour of Pay & Accounts Officer, RRCAT, Indore. <b>Note :</b> EMD in the form of Cheque will not be accepted. However ` <b>Rs.24,450.00</b> will have to be deposited in the form prescribed above and balance amount of earnest money ` <b>Rs.24,450.00</b> may be deposited in the form of Bank Guarantee (BG) to be issued by a Scheduled Bank drawn in favour of Pay & Accounts Officer, RRCAT,Indore.
5	Completion period	<b>12 (TWELVE)</b> Months including rainy season
6	Fee of Tender Document	Not applicable for e tenders.
7	Tender Processing Fee	<b>Rs.1443</b> /- by e-payment through electronic mode (non refundable) in favour of M/s ITI Limited, New Delhi.
8	Security Deposit	2.5% of total value of work done.
9	Performance Guarantee	5% of tendered value.
10	Dates of availability of Tender Documents for download	From <b>05/01/2018</b> (10:00 Hrs.) to <b>15 /01/2018</b> (17:00 Hrs.) 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.rrcat.gov.in">www.rrcat.gov.in</a> .
11	Pre-bid clarification by agencies if any	<b>Not Applicable</b>
12	Last date and time of closing of uploading / online submission of tender .	Up to 17:00 hrs. on <b>17/01/2018</b> .
13	Last date for submission of original DD/FDR/BG/ other hard copies as specified, towards EMD.	Upto 15:00 Hrs. on or before <b>18.01.2018</b> in the office of Pay & Account Officer, PO-RRCAT, Indore 452013.
14	Date and time of online opening of all scanned documents(Part 'A' -Technical bid)	15:30 hrs. on <b>18/01/2018</b> in the Office of Pay & Account Officer, PO-RRCAT, Indore 452013.
15	Date of opening of Financial Bids of qualified bidders (Part 'B' - Financial Bids)	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.

## **PART C: TENDER REQUIREMENTS FOR ELIGIBILITY :-**

1	<b>Contractors who fulfil the following requirements shall ONLY be eligible to apply. (Joint ventures are not accepted).</b>
1.1	<b>Proof of registration</b> 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.
1.2	Should have satisfactorily completed the works as mentioned below during the last <b>seven years</b> ending on previous day of last date of submission of tender.  Three similar works each of value not less than 40% of the estimated cost put to tender. <b>or</b> Two similar works each of value not less than 60% of the estimated cost put to tender. <b>or</b> One similar work of value not less than 80% of the estimated cost put to tender. <b>Important Note :</b> a) Similar work shall mean:-Horticulture works of labour oriented in nature. b) Cost of work shall mean gross value of the completed work including the cost of materials supplied by the Client, but excluding those supplied free of cost. 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.
1.3	Should have had average annual financial turnover of <b>at least 100% of the estimated cost put to tender</b> on works during the last three years ending <b>31st March, 2017.</b> (Scanned copy of Certificate from CA to be uploaded)
1.4	Should not have incurred any loss in more than two years during the last five years ending <b>31st March, 2017.</b>
1.5	Should have Bank solvency of minimum <b>amount of 40% of the estimated cost put to tender</b> (not older than one year from the date of opening of tender)
1.6	List of <b>works in hand</b> & List of <b>similar works carried out</b> by them for last <b>7 years</b> 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	<b>List of construction plant, machinery, equipments, accessories &amp; infrastructure facilities</b> possessed by the agency to complete the work in time.
1.8	<b>List of technical staff</b> they possess and proposed to deploy for the work.
1.9	<b>Certificates: (Scanned copy of original certificates to be uploaded)</b> i) Performance Certificates ii) WCT registration certificate if applicable iii) GST registration certificate iv) PAN (Permanent Account Number) Registration v) EPF and ESIC registration certificate
1.10	<b>UNDERTAKING as under:-</b> 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 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. <b>(Scanned copy to be uploaded at the time of submission of bid).</b>
2	The intending bidder must read the terms and conditions as per <b>"SECTION – 1: NOTICE INVITING TENDERS"</b> OF <b>"CONDITIONS AND CLAUSES OF CONTRACT – 2008"</b> carefully. He should only submit his bid if he considers himself eligible and he is in

	<p><b>possession of all the documents required.</b></p> <p>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.</p>
3	Information and Instructions for tenderers posted on website shall form of tender document.
4	<b>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 <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> free of cost. The detailed NIT can also be viewed &amp; downloaded from <a href="http://www.rrcat.gov.in">www.rrcat.gov.in</a>.</b>
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, RRCAT, INDORE" and Processing Fee in favour of "ITI Limited, New Delhi" and other documents as specified.
6	<b>On opening date, the contractor can login and see the bid opening process.</b>
7	<b>Certificate of Financial Turn Over:</b> At the time of submission of bid, contractor may upload <b>Undertaking / Certificate from CA</b> 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 <b>YELLOW</b> colour and the moment rate is entered, it turns <b>SKY BLUE</b> . In addition to this, while selecting any of the cells a warning appears that <b>if any cell is left blank</b> the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of <b>such item shall be treated as "0" (ZERO)</b> .
9	Canvassing in connection with tenders are strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
10	The Department reserves the right to accept / reject any prospective application without assigning any reason thereof. The department does not bind itself to accept the lowest tender and reserved 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.
11	<b>IF ANY INFORMATION FURNISHED</b> 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 RRCAT.
12	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 RRCAT.
13	Hard copies of any documents as well as original copy of any financial instruments towards cost of EMD, shall be submitted at the specified time before opening of technical bid, failing which the bid shall be rejected.
14	If any tenderer withdraws his tender within the validity period and before award of work whichever is earlier or make any modifications in 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.
15	In the case of bids in 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.
16	The successful bidder whose tender is accepted will be required to obtain Police verification certificate (PVC) issued by the office of the superintending of Police of concerned District at his own cost for his all workmen i.e. Engineers; supervisors and labourers to work inside RRCAT and should quote accordingly. The PVC will be valid for three years. In case of receipt of any adverse charter and antecedent remarks/notification against the contractor/company/firm/proprietor and/or his contract personnel, consequent to the security vetting, RRCAT reserves absolute right to terminate the contract forthwith without

assigning reason/show cause notice. Under the circumstances the contractor will have no right to claim good any loss/liability that may be incurred as consequence to the above action initiated by RRCAT. RRCAT also reserves the right to forfeit in part/full performance guarantee 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/RRCAT from time to time.

**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	Profit & Loss statement certified by CA
3	Latest Bank Solvency Certificate
4	List of <b>SIMILAR WORKS completed</b> in last 7 years indicating: i) Agency for whom executed ii) Value of Work, iii) Stipulated and actual time of completion.
5	List of <b>WORKS in Hand</b> indicating: i) Agency ii) Value of Work, iii) Stipulated time of completion / present position.
6	List of Construction Plants and Machinery
7	List of Technical Staff
8	<b>Certificates:</b>
i)	Registration certificate, if any
ii)	Certificates of Work Experience / Performance Certificates
iii)	Certificate of Registration for GST as applicable.
iv)	PAN (Permanent Account Number) Registration
v)	EPF and ESI registration certificate
9	Undertaking that the eligible similar work(s) have not been executed through another contractor on back to back basis.
10	e-payment details towards <b>cost of Processing Fee.</b>
11	FDR of any Scheduled Bank against <b>EMD.</b>
12	Bank Guarantee of any Scheduled Bank against EMD if any.
13	Undertaking for having gone through the documents as per Technical Bid.
14	Undertaking for downloaded the Pre-bid clarifications issued by the Department after close of sale of tenders as indicated in the Technical Bid.
15	Undertaking regarding Physical EMD. However the bidder need to furnish physical <b>EMD, only after submission of bid but well before latest stipulated date &amp; time.</b>
	(Scanned copy of original certificates to be uploaded)

**Note:** In case if date of submission of "EMD and processing fee" is declared as Government holiday in RRCAT then the date of submission and opening shall be treated as next working day. No separate intimation can be given to bidders. HOWEVER DATE AND TIME OF ONLINE SUBMISSION OF BID SHALL REMAIN UNCHANGED.

  
 Chief Engineer, RRCAT

modified as per the requirement of e-Tendering. The modified VERSION OF THE SAME” is enclosed as Correction slip.

1	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 stipulated documents can be downloaded by prequalified agency and who is registered with DAE e-Tendering portal of TENDERWIZARD on the website <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> .
2	<b>OBTAINING OF STANDARD DOCUMENTS:</b> In addition to the above, the prospective agencies shall be required to possess requisite documents with them separately, which shall form part of the Tender documents for the work. The list of these documents can be downloaded from <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> or <a href="http://www.rrcat.gov.in">www.rrcat.gov.in</a> free of cost.
3	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 Bank Guarantee of any Scheduled Bank towards cost of Tender Document Fee and EMD in favour of "PAY & ACCOUNTS OFFICER, RRCAT,INDORE" and paying Tender Processing Fee online or alternately in the form of DD in favour of "ITI LIMITED, NEW DELHI" and other documents as specified.
4	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.
5	The intending bidder must have valid class-III digital signature to submit the bid.
6	Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in <b>YELLOW</b> colour and the moment rate is entered, it turns <b>SKY BLUE</b> . 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	The Department reserves the right to accept / reject any prospective application without assigning any reason thereof.

*Chaudhary*  
*15/10/12*  
TENDER APPROVING AUTHORITY