



सत्यमेव जयते

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

PRE-QUALIFICATION CUM NOTICE INVITING e-TENDER

Chief Engineer, Raja Ramanna Centre for Advanced Technology, P.O. RRCAT, Indore, on behalf of President of India invites online item rate tender (in two stage bid), from eligible contractors for the work, "Regular housekeeping of various buildings in technical area of RRCAT, Indore for a year." The details are given below:

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

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

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| 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 <b>ID &amp; password</b> 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 09981783170, e-mail: : <a href="mailto:twhelpdesk674@gmail.com">twhelpdesk674@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, NewDelhi-110058, FaxNo:91-11-25618721 Ph No: 011-49424365, e-mail : <a href="mailto:daehelpdesk@etenderwizard.com">daehelpdesk@etenderwizard.com</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 make on-line Payments of the tender 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.<br><br>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<br>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.  |

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| 10 | <b>Bidders may please note the following also regarding taxes and other liabilities etc:</b>   |
|    | <p>(i) This work comes under <b>Works Contract</b>. Taxes applicable for such contracts must therefore be included in the quoted rates.</p> <p>(ii) The contractor should be registered as mandated in the law relevant to GST.</p> <p>(iii) 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> <p>(iv) Labour Welfare Cess @ 1 % of gross value of work done shall be deducted from each running bill &amp; final bill.</p> <p>(v) Applicable, income tax/corporation tax, cess, security deposit etc shall be deducted from each running bill &amp; final bill.</p> <p>(vi) 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>(vii) The payment of wages to labourers should be made through bank.</p> |

## PART B: NIT DETAILS :-

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| 1 | NIT No.                         | RRCAT/C&S/Rev/1997/2018-19/3 dated 15.05.2018  |
| 2 | Name of work                    | <b>Regular housekeeping of various buildings in technical area of RRCAT, Indore for a year. "</b>  |
| 3 | Estimated cost put to tender    | <b>Rs. 52.89 Lakh</b>  |
| 4 | EMD                             | <p>Option- I :- Earnest Money Deposit (EMD) of Rs.105780.00 in the form of Treasury challan/Deposit at call receipt/ banker's cheque/ demand draft or Fixed Deposit Receipt, issued by a Scheduled bank, in favour of Pay &amp; Accounts Officer, RRCAT, Indore.</p> <p><b>Note:</b> EMD in the form of Cheque will not be accepted.</p> <p style="text-align: center;">OR</p> <p>Option- II :- Bidders may furnished EMD partly as above and partly as Bank Guarantee (BG) issued by a scheduled Bank In such case</p> <p>a)Rs. 52890.00 will have to be deposited in the form prescribed above</p> <p>b) Balance amount of earnest money Rs. 52890.00 may be deposited in the form of Bank Guarantee (BG) to be issued by a Scheduled Bank drawn in favour of Pay &amp; Accounts Officer, RRCAT, Indore.</p> <p>BG shall be accepted in combination only. BG alone shall not be accepted..</p> |
|   | Completion period               | <b>12 (Twelve )</b> Calendar months including monsoon period.  |
|   | Fee of Tender Document          | <b>Nil being e tender</b>  |
|   | Tender Processing Fee           | <b>Rs. 3121.00 in the form of DD drawn in favour of ITI limited, payable at New Delhi/or through e-payment.</b>  |
|   | Security Deposit                | 2.5% of total value of work done..   |
|   | Performance Guarantee           | 5% of tendered value.  |
|   | Dates of availability of Tender | From 21.05.2018 (10:00 Hrs.). to 30-05-18 (15:00   |

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|    | Documents for download   | Hrs.) on website <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> .<br>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                               | 04.06.2018 at the office of Chief Engineer, RRCAT, Construction & Services Division, PO-RRCAT, Indore 452013  |
| 12 | Last date and time of closing of uploading/online submission of tender | Upto 15:00 hrs. on 07.06.2018   |
| 13 | Submission of EMD in original and copies of eligibility documents.     | EMD in original need to be furnished from 9:00 hrs to 15:00 on 11-06-2018 in the Office of Pay & Accounts Officer, PO-RRCAT, Indore 452013.<br><br>EMD & copies of documents should be submitted preferably in person in the Office of Pay & Accounts Officer, PO-RRCAT, Indore 452013. However documents sent by post or courier will also be considered provided the same is received within due date & time. |
| 14 | Date and time of online opening of all scanned documents               | 15 30 hrs. on 11.06.2018 in the Office of Pay & Account Officer, PO-RRCAT, Indore 452013.   |
| 15 | Date of opening of Financial Bids of qualified bidders                 | Will be notified at a later date to eligible bidders whose credentials are in order.  |

**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 :-

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| 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, ME, BSNL, Railways, State PWDs etc. in appropriate class OR having experience in execution similar nature of works.  |
| 1.2  | Should have satisfactorily completed the works as mentioned below during the last <b>seven years ending 31.03.2018</b> .<br>Details of similar work: The similar work would mean Internal and External Housekeeping, and other hygiene related work:<br>a) Three similar works each costing not less than <b>Rs 21.16 lakh</b> .<br>b) Two similar works each costing not less than <b>Rs 31.73 lakh</b> .<br>c) One similar work costing not less than <b>Rs 42.31 lakh</b> .<br><br><b>Important Note :</b><br>a. Similar work shall mean: i) External and internal Housekeeping, road cleaning, garbage collection and disposal work etc.<br>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>Rs. 52.89 Lakh</b> on construction work during the last three years ending <b>31st March, 2018</b> . (Scanned copy of Certificate from CA be uploaded)   |

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| 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 minimum solvency of <b>Rs. 21.16 lakh not older than 08.06.2017</b>   |
| 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<br>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 possessed by the agency to complete the work in time.</b>  |
| 1.8  | <b>List of technical staff</b> they possess and proposed to deploy for the work   |
| 1.9  | <b>CERTIFICATES:</b> (Scanned copy of original certificates to be uploaded)   |
|      | i) Performance Certificates   |
|      | ii) WCT registration certificate, if applicable.  |
|      | iii) GST Registration.  |
|      | iv) PAN (Permanent Account Number) Registration.  |
|      | v) EPF and ESIC registrations   |
| 1.10 | <b>UNDERTAKING as under:-</b><br><br>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 "SECTION – 1: NOTICE INVITING TENDERS" OF " <b>CONDITIONS AND CLAUSES OF CONTRACT – 2008</b> " carefully. <b>He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.</b><br>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 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 <a href="http://www.tenderwizard.com/DAE">www.tenderwizard.com/DAE</a> free of cost. The detailed NIT can also be viewed & downloaded from <a href="http://www.rrcat.gov.in">www.rrcat.gov.in</a> .  |
| 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 cost of tender document and EMD in favour of " <b>PAY AND ACCOUNTS OFFICER, RRCAT, INDORE</b> " and Processing Fee in favour of " <b>ITI LIMITED, NEW DELHI</b> " 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</b> 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 <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 the same shall be treated as "0"</b> . Therefore, if any cell is left blank and no rate is quoted by the bidder,   |

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|    | rate of such item shall be treated as "0" (ZERO).  |
| 9  | 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. |
| 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 RRCAT              |
| 12 | <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.   |

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 of three years preceding financial year 2016-17 duly certified by CA  |
| 2    | Profit & Loss statements of last 5 years preceding financial year 2016-17 duly certified by CA  |
| 3    | Latest Bank Solvency Certificate <b>not older than 08.06.2017.</b>  |
| 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 proposed to be deployed   |
| 8    | <b>Certificates:</b>  |
| i)   | Registration certificate, if any  |
| ii)  | Certificates of Work Experience / Performance Certificates  |
| iii) | Certificate of Registration for EPF/ESIC/Sales Tax / GST / WCT all as applicable.   |
| iv)  | PAN (Permanent Account Number) Registration   |
| 9    | Undertaking that the eligible similar work(s) have not been executed through another contractor on back to back basis.  |
| 10   | Demand Draft of any Scheduled Bank/ e payment details towards <b>cost of Processing Fee.</b>  |
| 11   | FDR from any Scheduled Bank against <b>EMD.</b>   |
| 12   | Bank Guarantee of any Scheduled Bank against part EMD if any.   |
| 13   | Undertaking for having gone through the documents as per Technical Bid.   |
| 14   | Undertaking that stipulations of Pre bid clarifications issued by the Department have been accounted for..  |
| 15   | Copy of Pre bid clarifications issued by the Department need to be signed by the bidder followed by scanning & uploading in the Technical Bid before submission of bid. |
| 16   | Undertaking regarding Physical EMD. <b>However the bidder need to furnish physical EMD; only after submission of bid but latest by stipulated date &amp; time.</b>      |

### NOTE :

In case, if date of opening of financial bid, is declared as Government holiday in RRCAT then the date of opening shall be treated as next working day. No separate intimation will be given to bidders. However, date & time of online submission of bid shall remain unchanged.

*Gaurav*  
16/5/18  
Chief Engineer, RRCA'

For and On behalf of the President of Indi

