

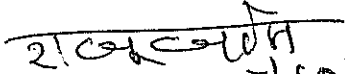
भारत सरकार  
परमाणु ऊर्जा विभाग  
राजा रामन्ना प्रगत प्रौद्योगिकी केंद्र  
निर्माण एवं सेवा प्रभाग

क्रमांक : राराप्रप्रौके/सीएंडएसडी/आरईवी/3033/डब्ल्यू-4107/2021-22/06

दिनांक : 05.10.2021

विषय -	आरआरकेट के लोक भवनों, प्रयोगशाला भवनों एवं आवासीय भवनों में एक वर्ष के लिए सभी प्रकार की खिड़कियों में रोलिंग शटरों, एल्यूमिनियम दरवाजों, खिड़कियों की सर्विसिंग एवं अनुरक्षण, पार्टीशनों में ग्लास पेनों को बदलने का कार्य
सन्दर्भ-	राराप्रप्रौके/सीएंडएसडी/आरईवी/3033/डब्ल्यू-4107/2021-22/06 दिनांक 30.09.2021

उपरोक्त विषयांतर्गत निविदा सूचना की प्रति राराप्रप्रौके वेबसाइट पर प्रदर्शन हेतु उपलब्ध है।

  
25/10/21  
अधीक्षण अभियंता (सिविल), राराप्रप्रौके  
भारत के राष्ट्रपति की ओर से एवं उनके लिए

TO BE SUBMITTED BY THE BIDDER ON THEIR LETTER HEAD DULY  
SIGNED AND SEALED WITH DATE

**Form of Bid-Security Declaration**

Date: \_\_\_\_\_

Name of Work: Servicing and maintenance of Rolling shutters, Aluminium doors, windows, partitions, replacement of glass panes etc in all type of windows in public buildings, laboratory buildings and residential buildings at RRCAT Indore for a year.

NIT NO. : RRCAT/C&SD/Rev/3033/W-4107/2021-22/06

dated 30.09.2021

To,  
Superintending Engineer(Civil), RRCAT  
Office of CSD  
Raja Ramanna Centre for Advanced Technology  
P.O.: CAT  
Indore - 452 013  
M.P. (India)

I / We understand this Bid Security Declaration is in lieu of Bid Security (Earnest Money Deposit) and I / We accept that if the bids are withdrawn or modified during the period of validity, I / We will be suspended for one year.

Signature:

Name & Seal :

Date on \_\_\_\_\_ day of \_\_\_\_\_ month, \_\_\_\_\_ year



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

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

**NIT No. RRCAT/C&SD/Rev/3033/W-4107/2021-22/06**

**dated 30.09.2021**

Superintending Engineer (Civil), Raja Ramanna Centre for Advanced Technology, P.O. RRCAT, Indore, on behalf of President of India invites online item rate tender (in two bids) for the following work from eligible contractors on approved list of CPWD, MES, Railways, State PWDs, Public Sector Undertakings of Central or State Governments / Central Autonomous bodies or those having adequate experience and capabilities to execute similar works of such magnitude :

**Name of work:-** Servicing and maintenance of Rolling shutters, Aluminum doors, windows, partitions, replacement of glass panes etc in all type of windows in public buildings, laboratory buildings and residential buildings at RRCAT Indore for a year.

**Estimated Cost:** ₹ 23.25 lacs.

**Earnest Money Deposit(EMD) :** Exempted, However Bid Security (EMD) Declaration has to be uploaded with tender documents.

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

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

The bidders are required to submit soft copies of their bids electronically on the CPP portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP portal.

More information useful for submitting online bids on the CPP portal, may be obtained at :

<https://eprocure.gov.in/eprocure/app>.

**1. REGISTRATION :**

1. Bidders are required to enroll on the e-procurement module of the Central procurement Portal (URL : <https://eprocure.gov.in/eprocure/app>) by clicking on the link "OnlinebidderEnrollment" on the CPP portal which is free of charge.
2. As part of enrolment process, the bidders will be required to choose a unique username and assign a password for their account.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usages) issued by any Certifying Authority recognized by CCA India ( e.g. Sify, nCode, eMudhra etc. ), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC to others which may lead to misuse.

	<p>6. Bidder then, logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC/e-Token.</p>
2.	<p><b>SEARCHING FOR TENDER DOCUMENT :</b></p> <ol style="list-style-type: none"> <li>1. There are various search options built in the CPP portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value etc. There is also an option of advanced search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP portal.</li> <li>2. Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP portal to intimate the bidders through SMS/e-mail in case there is any corrigendum issued to the tender document.</li> <li>3. The bidders should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from Help desk.</li> </ol>
3.	<p><b>PREPARATION OF BIDS :</b></p> <ol style="list-style-type: none"> <li>1. Bidders should note into account any corrigendum published on the tender document before submitting their bids.</li> <li>2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.</li> <li>3. Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/RAR/DWF/JPG formats. Bid documents may be scanned with 100dpi with black and white option which helps in reducing size of the scanned document.</li> <li>4. To avoid time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to be bidders. Bidders can use “ My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.</li> </ol> <p><b>NOTE :</b> <i>My Document space is only a repository given to ease the uploading process. If bidder has uploaded his documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.</i></p>
4.	<p><b>SUBMISSION OF BIDS :</b></p> <ol style="list-style-type: none"> <li>1. Bids shall be submitted online only at CPPP website: <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>.</li> <li>2. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission date &amp; time. Bidder will be responsible for any delay due to other issues.</li> <li>3. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.</li> <li>4. Bidder has to select the payment option as “offline” to pay the tender fee/EMD as applicable and enter details of the instrument.</li> <li>5. 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.</li> <li>6. <b>Bidders may please note the following also regarding taxes and other liabilities etc:</b></li> </ol>

- (i) This work comes under **Works Contract**. 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.
  - (iii) The **Goods & Services Tax (GST)** as applicable for “individual materials, equipments, tools etc” and “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 reimbursement of GST, WCT, Turnover tax, Income tax, Corporation tax, Labour cess and all other taxes etc lawfully paid by the contractor.
  - (iv) Labour Welfare Cess @ 1 % of gross value of work done shall be deducted from each running bill & final bill.
  - (v) Applicable, income tax/corporation tax, cess, TDS on GST, security deposit etc shall be deducted from each running bill & final bill.
  - (vi) The bidder must possess valid EPF & ESIC registration as per relevant laws. The bidders need to deposit EPF&ESIC with appropriate authority. The reimbursement for the same shall be made upon submission of satisfactory & genuine documentary evidence. The bidder therefore need not consider EPF & ESIC in the quoted rates.
  - (vii) The payment of wages to labourers should be made through bank.
7. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the SKY BLUE coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the file name. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
  8. Bidders are advised to upload their documents well in advance, avoid last minutes rush on the server or complications in uploading. CSD, RRCAT, in any case shall not be held responsible for any type of difficulties during uploading the documents including server and technical problems whatsoever.
  9. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
  10. The server time which is displayed on the bidder’s dash board, will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
  11. Submission of tender documents after due date & time (including extended period) shall not be permitted.
  12. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered can not be viewed by unauthorized person until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields, is done. Any bid document that is uploaded to the server, is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to a symmetric encryption using buyers/bid opener’s public key. Overall, the uploaded tender document become readable only after the tender opening by the authorized bid openers.
  13. Upon the successful and timely submission of bids (i.e. after clicking “Freeze Bid

	<p>Submission” in the portal) the portal will give a successful bid submission message and a bid summary will be displayed with the bid no. and the date &amp; time of submission of the bid with all other relevant details.</p> <p>14. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.</p> <p>15. Intending bidders are advised to visit this website regularly till closing date of submission to keep themselves updated as any change/modification in the tender will be intimated through website only by corrigendum/addendum/amendment.</p>
5.	<p><b>ASSISTANCE TO BIDDERS :</b></p> <p>1. Any queries relating to the tender document and the terms &amp; conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.</p> <p>2. Any queries relating to the process of online bid submission or queries relating to CPP portal in general may be directed to the 24x7 CPP Portal Helpdesk.</p>

**PART B: NIT DETAILS :-**

1	NIT No.	RRCAT/C&SD/Rev/3033/W-4107/2021-22/06 dated 30.09.2021
2	Name of work	<b>Servicing and maintenance of Rolling shutters, Aluminium doors, windows, partitions, replacement of glass panes etc in all type of windows in public buildings, laboratory buildings and residential buildings at RRCAT Indore for a year.</b>
3	Estimated cost put to tender	<b>₹ 23.25 lacs</b>
4	EMD	<b><u>Exempted, However original Bid security (EMD) Declaration has to be uploaded with tender documents.(Annexure-1)</u></b>
5	Completion period	<b>12 ( Twelve ) months and extensible upto 24 months</b>
6	Fee of Tender Document	NIL being e- tender
7	Tender Processing Fee	NIL
8	Security Deposit	2.5% of tendered value.
9	Performance Guarantee	3% of tendered value.
10	Dates of availability of Tender Documents for download	From 08.10.2021 (10:00 Hrs.) to 20.10.2021 (15:00 Hrs.) on CPPP website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</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	N. A.
12	Last date and time of closing of uploading / online submission of tender. (First Stage).	<b>Up to 15:30 hrs. On 20.10.2021</b>

1.3	Submission of EMD in original.	<u>Original Bid Security (EMD) Declaration in enclosed format need</u> to be uploaded with tender documents. <u>The tender submitted without Bid Security (EMD) Declaration in requisite format shall be summarily rejected.</u>
1.4	Date and time of online opening of all scanned commercial/ technical documents after finding that Bid Security (EMD) Declaration is in order (Technical bid)	15:30 hrs. On 22.10.2021 in the Office of Pay & Accounts Officer, PO - RRCAT, Indore 452013.
1.5	Date of opening of Financial Bids of qualified bidders	Will be notified at a later date to such eligible bidders whose credentials are found 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 :-**

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 <b>OR</b> 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 ending previous day of last date of submission of tenders</b> : a) Three similar works each costing not less than ₹ 9.30 lacs or b) Two similar works each costing not less than ₹ 13.95 lacs or c) One similar work costing not less than ₹ 18.60 lacs <b>Important Note :</b> 1. Similar work shall mean: Experience of <b>Civil / PH Maintenance works / Providing &amp; fixing of Aluminum doors, windows, ventilators, partitions and rolling shutters work.</b> 2. Cost of work shall mean gross value of the <b>completed work</b> 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. 3. If the eligible similar works are not carried out in Central Government / State Government / Public Sector Undertaking of Central or State Governments / Central Autonomous bodies, then <b>TDS certificates</b> should be produced by bidder for the same.	
1.3	Should have had <b>average annual financial turnover of ₹ 23.25 lacs</b> in Civil / Electrical / AC / Crane Maintenance/Horticulture / Maintenance works during immediate last three years ending <b>31st March, 2020.</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, 2020.</b>	
1.5	Should have <b>valid bank solvency of minimum of ₹ 9.30 lacs not older than 20.10.2020.</b>	

1.6	The bidding capacity of the bidder should be equal to or more than estimated cost put to tender. The details regarding this, are available in the section titled " <b>Bidder's Eligibility Criteria</b> ".
1.7	List of works in hand & List of works including SIMILAR work carried out by them for last 7 years counted from last date of submission of bid indicating i) Agency for whom executed, ii) Value of work, iii) Completion time as stipulated and actual, or present position of the work. The format is available in the section titled " <b>Bidder's Eligibility Criteria</b> ".
1.8	List of construction plant, machinery equipments, accessories & infrastructure facilities possessed by the agency to complete the work in time.
1.9	List of technical staff they possess and proposed to deploy for the work
1.10	<b>CERTIFICATES:</b> (Scanned copy of original certificates to be uploaded). Please see part D also. i) Registration Certificate (if any). ii) Performance Certificates ii) WCT registration certificate, if applicable. iii) GST Registration. iv) PAN (Permanent Account Number) Registration. v) EPF and ESIC registrations
1.11	<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 Performance Guarantee & suspend the tenderer for one year as per Bid Security (EMD) Declaration." (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 CPPP site <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</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	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 document for this work. These documents can be downloaded from RRCAT's website <a href="http://www.rrcat.gov.in">www.rrcat.gov.in</a>
6	The bid can only be submitted after uploading the mandatory scanned documents such as <b>Bid Security (EMD) Declaration</b> , form duly signed in the prescribed format, in lieu of 'EMD'.
7	<b>On opening date, the contractor can login and see the bid opening process.</b>
8	<b>Certificate of Financial Turn Over:</b> 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.
9	The Commercial bid is provided along with this tender document at <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> . Bidders are advised to download this commercial bid as it is and quote their offer/rates in the permitted columns and upload the same in the commercial bid. Bidder shall not tamper/modify downloaded price bid template in any manner. In



	case if the same is found to be tempered/modified in any manner, tender will be completely rejected and tenderer will be debarred from doing business. 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, rate of such item shall be treated as "0" (ZERO).
1 0	Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
1 1	The Department reserves the right to accept / reject any prospective application without assigning any reason thereof.
1 2	<b>Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them may be done through a Technical Evaluation Committee of experts, constituted by RRCAT.</b> The performance report from the executing authority shall also be considered for shortlisting.
1 3	<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.
1 4	<b>NO MODIFICATIONS IN THE TENDER SHALL BE ALLOWED AFTER OPENING OF PART 'A'.</b>
1 5	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 <b>suspended the tenderer for one year as per Bid Security (EMD) Declaration.</b> Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.
1 6	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.
1 7	The successful bidder whose tender is accepted will be required to obtained Police verification certificate (PVC) issued by the office of the superintending of Police of concerned District 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 reserved 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 reserved 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	Bid Security Declaration Form
2	Financial Turn Over certified by CA
3	Profit & Loss statement duly certified by CA
4	Latest Bank Solvency Certificate
5	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.
6	List of <b>WORKS in Hand</b> indicating: i) Agency, ii) Value of Work, iii) Stipulated time of completion / present position.
7	List of Construction Plants and Machinery

8	List of Technical Staff proposed to be deployed including e mail ID of key persons to be contacted for inspection.
9	<b>Certificates:</b>
i)	Registration certificate, if any.
ii)	Certificates of Work Experience / Performance Certificates.
iii)	Certificate of Registration for EPF/ESIC/GST all as applicable.
iv)	PAN (Permanent Account Number) Registration.
v)	Undertaking that the eligible similar work(s) have not been executed through another contractor on back to back basis.
10	Undertaking for having gone through the documents as technical bid.
13	Undertaking that stipulations of Pre bid clarifications issued by the Department have been accounted for (if applicable).
14	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 (if applicable).

  
**Superintending Engineer (Civil), RRCAT**  
**For and on behalf of The President of India**