

	<p style="text-align: center;"> <b>NATIONAL CENTRE FOR BIOLOGICAL SCIENCES</b>  <b>TATA INSTITUTE OF FUNDAMENTAL RESEARCH</b>  <b>TIFR-NCBS campus,GKVK , Bellary Road, Bangalore-560065</b>  <b>Phone: 2366359/ 23666354 – Fax: 23636662</b> </p>
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## NOTICE INVITING TENDER

**TENDER NOTICE NO.: NCBS/Maint (Civil) /583(2)/NIT-164/2023 DT: 06/04/2023**

Sealed item rate tenders in single cover system is invited on behalf of The Centre Director, NCBS from the eligible contractors who have executed similar nature and magnitude of works, in respect of the work as detailed below.

### **A. Details of Tender:**

- Name of the work:** “Day to Day Maintenance contract for Operation and maintenance of up-keeping the Campus and other works of NCBS field station at Pachmarhi, Madhya Pradesh for the year 2023-2024”.
- Brief information:**

1.	Estimated cost (ECPT)	Rs.12.67 lakhs.(including 18% GST)
2.	Earnest Money Deposit	Rs.25,360.00
3.	Completion period	Twelve Months.
4.	Cost of tender document	Rs.500/- + 18% GST
5.	Date of Publishing	11/04/2023
6.	Period of sale	12/04/2023 to 20/04//2023
7.	Date of Tender receipt	25/04//2023 up to 15:00hrs
8.	Opening of the Bid	25/04/2023 at 15:30hrs.

- The site of the work is located at NCBS, GKVK Campus, Bellary road, Bengaluru, Karnataka.

### **B. Eligibility, Evaluation and Award Criteria:**

The Bidder shall meet the following eligibility criteria and submit the relevant documentary evidence. The bid received without documentary evidence shall summarily be rejected.

- i) Bidder should submit the Copies of valid registration details under civil works category with Government organizations / Semi-Government organizations of State or Central Government or Public sector undertakings or Autonomous bodies of State or Central Government or The bidder should have work experience with state/central Govt. departments and must have work done certificate for a value equal to ECPT.
- ii) Turnover: Average annual financial turnover on should be at least 30% of the estimated cost put to tender during the immediate last three consecutive financial years. The value of annual turnover figures shall be brought to current value by enhancing the actual turnover figures at simple rate of 7% per annum.
- iii) Profit/loss: The bidders should not have incurred any loss (profit after tax should be positive) in more than two years during available last five consecutive balance sheet (balance sheet in case of private/public limited company means its standalone financial statement and consolidated financial statement both), duly audited and certified by the Chartered Accountant.
- iv) Similar nature of work experience: The Bidders should have satisfactorily completed in the last seven years in his own/firm name at least one similar nature of work cost not less than of **Rs.10.14 lakhs** or two similar works of each cost not less than **Rs.7.60 lakhs** or three similar works costing not less than **Rs.5.07 lakhs**.
  - Similar nature of work means: Experience in executed Day to day Maintenance works/AMC works.
- v) The Bidders should submit copy of valid License under the Contract Labour (Registration & Abolition) Act, 1970.
- vi) Certificate of Registration for Goods Services Tax (GST).
- vii) Banker's Certificate from a Commercial Bank or Net worth Certificate: Banker's Certificate of the amount equal to Rs.5.07 lacs, or Net worth certificate of minimum Rs. Rs.1.27 lakhs issued by certified Chartered Accountant with UDIN.
- viii) Bidding Capacity: Should have bidding capacity equal to or more than the ECPT. The bidding capacity shall be worked out by the following formula:  

$$\text{Bidding Capacity} = \{[A \times N \times 1.5] - B\}$$

Where, A = Maximum turnover in construction works executed in any one year during the last seven years considering the completed as well as works in progress.  
 The value of completed works shall be brought to current costing level by enhancing at a simple rate of 7% per annum.  
 N = Number of years prescribed for completion of work for which bids have been invited.  
 B = Value of existing commitments and ongoing works to be completed during the period of completion of work for which bids have been invited

## **C. INSTRUCTIONS TO THE PARTICIPATING BIDDERS**

The intending bidders must read the terms and conditions of this NIT carefully. Bidder should only submit the bid if considers himself/herself eligible and is in possession of all the documents required.

Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a bid by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and local conditions and other factors having a bearing on the execution of the work.

1. The Tender document can be obtained on the period mentioned above from the office of Civil Engineering, NCBS on any working day between 10:00 Hours to 16:00 Hours. The Tender document can only be viewed from the following website [www.ncbs.res.in](http://www.ncbs.res.in) and [www.eprocure.gov.in](http://www.eprocure.gov.in).
2. The cost of tender document to be submitted in the form Cash / DD only drawn from any scheduled bank favouring "The Centre Director, NCBS, Bengaluru".
3. Tender Form is not transferable and the cost of tender form is not refundable.
4. **Application for tender document not accompanied by the following is liable for rejection of issue of tender document: -**
  - a. Proof of experience (Work done certificate) in execution of similar nature and magnitude of work as indicated above at PART-B of NIT.
  - b. Letter of authority in case the application is through authorized person.
  - c. Cost of tender document.
  - d. Affidavit in the following format:

"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 institute, then I/we shall be debarred for bidding in institute works in future forever. Also, if such a violation comes to the notice of institute before date of start of

work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee”.

Note: Work executed as sub-contract or joint-venture will not be considered for eligibility/evaluation

**5. The Bid submission shall contain the following:**

- (i) EMD in the prescribed format.
- (ii) Duly signed Bid Tender Document Comprising N.I.T, Letter of submitting the tender, General conditions of contract, Special conditions of contract, Drawings and Approved makes list.
- (iii) Documentary evidence for Eligibility as per eligibility criteria.
- (iv) Other Information/documents as indicated in NIT.
- (v) Any other information, Bidder may like to submit reflecting their credentials.

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Tender shall contain only the Price Schedule as per the Price Schedule Format (both in words and figures.

**6. Bidders shall quote the rates both in figures and words. Shall also work out the amount for each item. On check, if there is any difference between the rates quoted by the bidders in the words and figures or in the amount worked out by them/him or in the event no rates have been quoted for item(s), the procedure given in the CPWD-GCC-2020 general rules and directions will be applicable and accordingly tender will be finalized.**

Bidders shall quote rates both in figures and words. Shall also work out the amount for each item of work and write in both figures and words. On check, if there is any difference between the rates quoted by the bidders in the words and figures are in the amount worked out by them / him, the following procedure shall be followed.

- (a) When there is a difference between the rates in figures and the words, the rates which correspond to the amounts worked out by the Bidder shall be taken as correct.
- (b) When the amount of an item is not worked out by the Bidder or it doesn't correspond with the rate written either in figure or in words, the rate quoted by Bidder shall be taken as correct.
- (c) When the rates quoted by the Bidder in figures and in words tally but the amount are not worked out correctly. The rates quoted by the Bidder shall be taken as correct and not the amount.
- (d) Except writing the rates and amount, the Bidder should not write any conditions or make any changes, additions, alterations and any modifications in the printed form of tender. Bidders who are desires to offer rebate, the same should be brought out separately in the covering letter and submit along with the tender.

7. **Method of submission of Tender:**

The tender has to be submitted in the system as follows:

- a) Final Sealed cover shall contain Tender documents with supporting documents and duly super scribed as "Tender for "Day to Day Maintenance contract for operation and maintenance and up-keeping the campus and other works at NCBS field station Pachmarhi, Madhya Pradesh for the year 2023-24". Sealed cover has to be addressed to "The Centre Director, NCBS, GKVK Campus, Bellary road, Bengaluru, -560065.
8. Sealed tenders are to be deposited in the Box kept for the purpose at the Security office - NCBS, or Handed over at the office of Civil Engineering - NCBS on or before the due date.
9. **Bid Validity:** The offer submitted shall be valid for minimum 75 days from the date of the submission of the tender.
10. For site visit and for any queries please contact Head Civil- NCBS, Civil Engineering office, GKVK campus, Bellary road, Bengaluru-560065.Ph:080-67176359, 6354,6353.

**D. INFORMATIONS TO THE PARTICIPATING BIDDERS**

1. **Security Deposit:** 2.5% of total value of the work done will be withheld as security deposit. The recovery on this account will be made from the running bills and final bill. The security deposit so recovered will be released after successful completion of defects liability period.
2. **Performance Guarantee:** The successful Bidder has to submit the performance guarantee for an amount of 3% of his / their tendered amount in the standard form prescribed in tender document. This performance guarantee will be returned to the contractor after due date from the satisfactory completion of the work, providing the work has been carried out in accordance with the agreement provision and the same is not forfeited for any reason.
3. **Defects Liability Period:** Six (06) months from the date of completion of work.
4. **List of preferred/recommended makes:** The bidders should take a note of the instructions related to use of preferred/recommended makes provided in the tender document and quote accordingly.
5. The Centre Director, NCBS does not bind herself / himself to accept the lowest or any other tender and reserves the authority to reject any or all tenders without assigning any reason. All the tenders, in which any of the prescribed conditions are

not fulfilled or incomplete, in any respect, are liable to be rejected.

6. This Notice Inviting Tender (N.I.T) along with its annexures such as information and instructions to the participating bidders shall form the part of the agreement.
7. The Centre Director, NCBS reserves the right to postpone the tender issue date, submission /opening date and to accept or reject any your all tenders without assigning any reason.
8. The successful Bidder on the acceptance of his tender by the NCBS shall within Ten (10) days from the stipulated date of start of the work, shall sign the formal contract.
9. The Bidder shall sign all the pages of the tender documents and other documents submitted by him along with the tender.
10. The Bidder should ensure that amounts quoted should appear only in the price schedule document and nowhere else, otherwise, the tender is liable to be rejected.
11. The Centre Director, NCBS reserves the right of accepting the whole or part of any tender and Bidder shall be bound to perform the same at the rate or amount quoted.
12. The successful Bidder shall be required to execute an agreement with the NCBS for carrying out the work as per the agreed conditions. The cost of stamp paper for the agreement shall be borne by contractor as per the state stamp act.
13. The General conditions of contract of CPWD -GCC 2020 (construction and Maintenance works) with all the latest amendments and schedule annexed with this tender shall be applicable and form part of this work agreement. The annexed schedule shall be read as part of the CPWD-GCC-2020 (construction and Maintenance works). The CPWD-GCC can be found and available for download in the link below [https://cpwd.gov.in/Publication/GCC\\_Maintenance\\_works\\_2020.pdf](https://cpwd.gov.in/Publication/GCC_Maintenance_works_2020.pdf)
14. The rates shall be quoted inclusive of all taxes, cess, levies etc. except GST, which shall be indicated separately at the end of the offer and as such nothing extra shall be payable. Necessary Income tax, workers welfare cess shall be deducted as per rules in force.
15. Time is essence of the contract. In order to complete the work within the schedule time, the Bidder is required to submit a detailed programme chart for various activities.

## **16. Earnest Money deposit**

It may be noted that, on confirmation of availability of the EMD in the cover-1 as per prescribed form, shall only be considered for opening of the bid further and all others without EMD will be rejected.

### **16.1. Mode of Deposit Earnest Money:**

The Earnest Money is accepted only in the following forms:

- I. Banker's Cheque of a Commercial Bank
- II. Account Payee Demand Draft of a Commercial Bank
- III. Fixed Deposit Receipt (FDR) of a Commercial Bank
- IV. Insurance Surety Bonds
- V. Bank Guarantee from a Commercial Bank.

16.1.1. The FDR is pledged in favour of The Centre Director, NCBS, Bengaluru. It is in the tenderer's own interest to keep the FDR valid as long as it is required.

16.1.2. If the banks are closed on the last date of submission of tenders, the date is postponed suitably.

16.1.3. The MSME firms registered in NSIC under PP policy are exempted from payment of EMD for supply of goods and services only.

16.1.4. The Bank Guarantee including e- Bank Guarantee submitted as a part of Earnest Money is valid for a period of 90 days for single bid works and 180 days for two bid system or more from the date of submission of the tender.

### **16.2. Refund of Earnest Money:**

The earnest money of all the tenderers except the lowest tenderer is refunded immediately

- (a) after the expiry of stipulated bid validity period or
- (b) Immediately after acceptance of the successful bidder,

Whichever is earlier.

### **16.3. Forfeiture of Earnest Money:**

1. If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the institute within 7 days after last date of submission of bids, then the institute shall without prejudice to any other right or remedy, be at liberty to forfeit 50% of earnest money absolutely irrespective of letter of acceptance for the work is issued or not.

2. If any tenderer withdraws his tender or makes any modification in the terms & conditions of the tender which is not acceptable to the institute after expiry of 7 days after last date of submission of bids, then the institute shall without prejudice to any other right or remedy, be at liberty to forfeit 100% of the earnest money absolutely irrespective of letter of acceptance for the work is issued or not.
3. If contractor fails to furnish the prescribed performance guarantee within the prescribed period, the earnest money is absolutely forfeited to the institute automatically without any notice.
4. In case of forfeiture of earnest money as prescribed in Para (1) and (2) above, the bidder shall not be allowed to participate in the re-tendering process of the work.



**Head-SE&M, NCBS**