
TENDER NOTICE NO:    IITB/Dean IPS/H-18/17/19/DG/01/2019-20 dated 25.04.2019

PART-1 Eligibility Bid
(to be submitted in Envelope I)

ELIGIBILITY DOCUMENT


TENDER NOTICE NO:    IITB/Dean IPS/H-18/17/19/DG/01/2019-20 dated 25.04.2019
ENVELOPE 1: Eligibility Bid

CONTENTS

<table>
<thead>
<tr>
<th>Srl. No</th>
<th>Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PRESS NOTICE</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>NOTICE INVITING TENDER</td>
<td>4-11</td>
</tr>
<tr>
<td>3</td>
<td>INFORMATION &amp; INSTRUCTION FOR BIDDERS</td>
<td>12-13</td>
</tr>
</tbody>
</table>
Tender Notice - ADVT No.E-3/19-20 dated 1.5.2019

Dean (IPS), on behalf of Director, IIT (B) invites Tender in TWO ENVELOPE SYSTEM for “Supply, Installation, Testing and Commissioning of 380KVA DG Set at Hostel 18,17 & proposed Hostel 19 at IIT Bombay” for Indian Institute of Technology Bombay inside IITB campus, Powai, Mumbai – 400076

For details refer http://www.iitb.ac.in/deanpl/tender.html

Completed tenders shall be submitted up to 15:00 HRS on 21.05.2019

NIT No: IITB/DEAN IPS/CACI/H-18/DG /DATED: 25.04.2019

Dean (IPS)
INDIAN INSTITUTE OF TECHNOLOGY BOMBAY  
P.O. IIT POWAI, MUMBAI - 400 076.  
Office Of Dean (IPS)  

TENDER DOCUMENT  
FOR  


TENDER NOTICE NO: IITB/Dean IPS/H-18/17/19/DG/01/2019-20 dated 25.04.2019  

<table>
<thead>
<tr>
<th>Prebid meeting</th>
<th>Tender Due Date</th>
<th>Tender(Eligibility)Opening Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/05/2019 : 11.30Hrs</td>
<td>21/05/2019 : 15.00Hrs</td>
<td>21/05/2019 : 15.30Hrs</td>
</tr>
</tbody>
</table>

Issued to .........................................................
INDIAN INSTITUTE OF TECHNOLOGY BOMBAY  
Prequalification cum Tender  
Notice Inviting Tender

NIT No: IITB/Dean IPS/H-18/17/19/DG/01/2019-20 dated 25.04.2019

**Name of Work:** Supplying, Installation, Testing and Commissioning of 380 kVA DG Set at Hostel 18, 17 & proposed Hostel 19 at IIT Bombay.

1.0 Dean (IPS) on behalf of the Director - IITB, invites tender in two Envelopes consisting of Envelope 1: Documents related to Eligibility criteria and Envelope 2: Technical and Financial Bid from eligible contractors for “Supplying, Installation, Testing and Commissioning of 380 kVA DG Set at Hostel 18, 17 & proposed Hostel 19 at IIT Bombay, Mumbai – 400 076."

### Table 1

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of Work</th>
<th>Estimated Cost</th>
<th>Period of Completion</th>
<th>Security Deposit</th>
<th>E.M.D Earnest Money Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>Supplying, Installation, Testing and Commissioning of 380 kVA DG Set at Hostel 18, 17 &amp; proposed Hostel 19 at IIT Bombay. within IITB campus Powai, Mumbai – 400 076.</td>
<td>Rs.43 Lakhs</td>
<td>3(Three) Months</td>
<td>5% of the Tendered cost as Performance Guarantee + 5% Security Deposit as per tender Conditions.</td>
<td>EMD – Rs. 86,000/- as per tender conditions drawn in favor of Registrar Indian Institute of Technology, Bombay payable at Mumbai to be submitted by the qualified agencies Who shall be intimated separately by IITB. (To be submitted in envelope II)</td>
</tr>
</tbody>
</table>

**Note:** Pl refer clause no. 8b for EMD and tender fees waiver.

1.2 Tenders will be considered from eligible contractors who have satisfied eligibility criteria as specified in the tender vide documents to be submitted with Envelope-I of the tenders subject to producing definite proof (from the appropriate authority which shall be to the satisfaction of the competent authority) of having satisfactorily completed similar works of magnitude specified hereinafter:-
2. Criteria of eligibility for submission of bid documents.

Contractors who fulfill the following requirements shall be eligible to bid. **Joint Ventures are not accepted.**

Bidders should have satisfactorily completed the works as mentioned below during the last 5(Five) years ending 31st March 2019.

(i) Five works out of which two similar works of same capacity (380kVA).

(ii) One work (either part of (i) above) or a separate one costing not less than **Rs.43.00 lacs** for any central /State Government Department/Central Autonomous Body/Central Public Sector Undertaking.

**Similar work shall mean work of “ Supplying, installation, testing and commissioning of 380 kVA DG Set.**

The works should have been executed either independently or as part of a major construction work.”

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of interest of 7% per annum, calculated from the date of completion to date of receipt of application for tenders.

(a) Should have had average annual financial turnover of **Rs 100 Lacs** on DG Set related works during the last three consecutive financial years ending 31st March 2019.

(b) Should not have incurred any loss in more than two years during available last five consecutive balance sheets upto year ending 31st March 2019, duly certified and audited by the Chartered Accountant.

(c) In addition the agency should not have suffered loss for any of the preceding two years.

(d) Should have a solvency of **Rs 43.00 lakhs** certified by his Bankers.

(e) In addition to scrutiny of above related documents, IITB reserves the right to inspect the work of verification.

All relevant information should be submitted in the required format as given in the following section ‘Information and Instruction for Bidders’.

To become eligible for issue of bid, the bidders shall have to furnish an affidavit 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 Engineer-In-Charge, then I/We shall be debarred for tendering in IITB in future forever. Also if such violation comes to the notice of Engineer-in-charge before date of start of work, the Engineer-in-charge shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.
3. Agreement shall be drawn with the successful bidder in prescribed form attached in the Condition of Contract. Bidder shall quote his rates as per various terms and condition of the Conditions of Contract which will form part of the agreement.

4. The time allowed for carrying out the work will be 3(Three) months from the date of start as defined in schedule ‘F’ or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the bid documents.

5. The site of work is available.

6. Bid documents in the form of booklet consisting Eligibility Criteria Part I - Volume I - Contract conditions, Volume II – Technical Specifications – DG set (including List of Approved Makes), Volume III–Bill of Quantities are to be downloaded from IITB website [http://www.iitb.ac.in/deanpl/tender.html from 02/05/2019 to 20/05/2019]; Tender drawing in the form of hard copy shall be available from the Office of Dean (IPS) Phone number 022-25764971/7065/4017 between 11.30hrs to 17.00hrs from 02/05/2019 to 20/05/2019 except all Saturdays, Sundays and public holidays.

7. Cost of Tender Document (non-refundable) of Rs. 1,000/- (One Thousand Only) in the form of a Demand Draft/Pay Order in favour of “Registrar Indian Institute of Technology, Bombay” payable at Mumbai shall be submitted at the time of submission of Tender Documents. Tender documents shall not be accepted/opened if the tenders are not accompanied by the demand draft/Pay order towards the Tender fee. (Cost of Tender documents).

8a. Earnest Money of Rs. 86,000/- as per the terms & condition of contract shall be drawn in favour of Registrar Indian Institute of Technology, Bombay, payable at Mumbai, and submitted by eligible bidders at the time of opening of Financial Bid, which shall be intimated to the concerned agencies at later stage. A part of earnest money is acceptable in the form of bank guarantee also. In such case 50% of earnest money shall have to be deposited in the manner above and balance may be deposited in the form of Bank Guarantee of any scheduled bank having validity for 6(six) months or more from the last date of receipt of bids.

8b. Exemption from submission of EMD and tender fees: Bidders registered with MSME & NSIC will be exempted for EMD & TENDER FEES as per GOI rules. Proof of valid registration should be attached along with the Technical Bid (Envelope II) failing which the Tender will be rejected.

9. Prebid meeting shall be held at the office of Dean (IPS) conference Room, 1st Floor, Main Building, IIT Bombay, Powai, Mumbai 400 076 at 1130 hrs. on 08/05/2019 to clear the doubts of intending tenderer if any. Subsequent to the Pre-Bid meeting clarifications to the queries shall be up loaded in the Institute website [http://www.iitb.ac.in/deanpl/tender.html]. Queries for clarification to be submitted in hard copy prior to the meeting. Prospective bidders should take note that Clarifications to the queries, the Addendum / Corrigendum transpired at the Prebid Meeting shall form part of the tender document.

Schedule:

Visit to site: 1000 Hrs to 1130 Hrs on 8/5/2019 Pre-bid meeting: 1130 Hrs onwards.
10. Application supported by prescribed Tender Fees of Rs.1,000/- in separate envelope and documents related to “Eligibility” (Envelope - 1) and “Technical Bid & Financial Bid” (Envelope 2) shall be placed in separate sealed envelope respectively. The bids will be received in the office of Dean (IPS), 1st Floor Main Building, IIT Bombay up to 1500 hrs. on 21/05/2019. The Envelope -1 “Eligibility Documents” shall be opened by Dean IPS or his authorized representative in his office on the same day at 1530 hrs. The time and date of opening of Envelope -2 – “Technical Bid & Financial Bid” and “EMD” shall be communicated at later date.

Intended bidders please note that, following documents shall be submitted in the printed format, each page duly sealed and signed by the bidder.

10A. Envelope- 1 –Documents related to Eligibility Criteria as per the format.
10B. Envelope- 2 – Technical and Financial Bid and EMD - Consists of Three volumes (Volume I, II, and III)

**Volume I**

i) Covering Letter from the tenderer submitting the tender.

ii) Notice inviting the tender including information and instructions to the Bidder.

iii) Item Rate Tender & Contract for works.

iv) Conditions of contract and Proforma of Schedules – Schedule ‘A’ to ‘F’

v) Statement of Queries raised & clarification offered during Pre-bid meeting.

Every page of each of the above documents (i) to (v) shall be signed and stamped by the tenderer in token of acceptance of the contents, conditions and the documents.

**Volume II**

DG Set with AMF Panel (Specifications, drawings and list of approved makes)

Every page of each of the above documents shall be duly signed and stamped by the tenderer in token of acceptance of the contents, conditions and the documents.

**Volume III**

“Financial Bid” shall contain “Bill of Quantities-B.O.Q.” duly filled in with rates (in figures & words) and amounts quoted. Each page of the B.O.Q. shall be signed and stamped by the tenderers.

11. The contractor whose bid is accepted will be required to deposit performance guarantee equal to 5% (Five percent) of the bid amount within the period specified in Schedule “F”. This guarantee shall be in the form of an irrevocable Bank Guarantee bond of any scheduled bank or State Bank of India in accordance with the form prescribed or in the form of Govt. security, fixed deposit receipt etc., as in
the case of recovery of security deposit within prescribed number of days of the
issue of letter of acceptance. This period can be further extended by the engineer-
in-charge up to a maximum period of prescribed number of days on written
request of the Contractor. In case the contractor fails to deposit the said
performance guarantee within the period as indicated in schedule ‘F’ including
the extended period if any, the Earnest Money deposited by the contractor shall be
forfeited automatically, without notice to the contractor.

12. The description of the work which is enclosed separately as Appendix- ‘A’ of NIT
Intending Bidders are advised to inspect and examine the site and its surroundings
and satisfy themselves before submitting their bids as to the site conditions, the form
and nature of the site, the means of access to the site 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 inspect it or not and no extra charge consequent on
any misunderstanding or otherwise shall be allowed. The bidder shall be responsible
for arranging and maintaining at his own cost all materials, tools and 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 of conditions and other factors having a bearing on the execution
of the work.

Tender documents consisting of plans, specifications, the schedule of quantities of the
various classes of work to be done and the set of terms & conditions of contract to be
complied with by the bidder whose tender may be accepted and other necessary
documents can be seen, in the office of Dean IPS ,Main Building,IIT Bombay , phone
No: 2576 4017 between 11.30hrs to 17.00hrs from 02/05/2019 to 20/05/2019 except all
Saturdays ,Sundays and public holidays.

Tender documents in the form of booklet consisting Volume I -Contract conditions,
Volume II-Technical Specifications –DG Set (including List of Approved Makes) and
Volume III -Bill of quantities are to be downloaded from IITB website www.iitb.ac.in/deanpl/tender.html ,Tender documents excluding the above viz.
Drawings in the form of hard copy shall be available from the office of Dean IPS ,Main
Building,IIT Bombay between 11.30hrs to 17.00Hrs from 02/05/2019 to 20/05/2019
except all Saturdays ,Sundays and public holidays. Cost of tender documents (non
refundable) shall be Rs.1000/- (One thousand only) to be paid in the form of Demand
draft drawn in favour of Registrar IIT(B) payable at Mumbai, to be submitted in a
separate cover at the time of submission of tender documents. Tenders without fee
shall not be considered.

13. The competent authority on behalf of the Director, Indian Institute of Technology
Bombay does not bind itself to accept the lowest or any other tender and reserves to
itself the authority to reject any or all the tenders received without the assignment of
any reason. All tenders in which any of the prescribed condition is not fulfilled or any
condition including that of conditional rebate put forth by the tenderer shall be
summarily rejected.
14. Canvassing whether directly or indirectly in connection with tenders is strictly prohibited and tenders submitted by the contractors who resort to canvassing will be liable to rejection.

15. The competent authority on behalf of the Director, Indian Institute of Technology Bombay reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.

16. The tender for the works shall remain open for acceptance for a period of one hundred & twenty (120) days from the date of Opening of the Financial Bid. If any tenderer withdraws his tender before the said period or issue of letter of acceptance which-ever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then IITB shall without prejudice to any other right or remedy, be at liberty to forfeit the 50% of said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the re-tendering process of the work.

17. This Notice Inviting Tender shall form a part of the contract document. The successful tenderer on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract Agreement consisting of:
   a) The notice inviting tender, all the documents including additional condition, specifications and drawing, if any, forms of the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.

18. **NOT APPLICABLE**

For composite tenders
   a. The bidders must associate himself, with agencies of the appropriate class eligible to bid for each of the minor components individually.
   b. The eligible bidder shall quote rate of all items of major component as well as for all items of minor components of work.
   c. Entire work under the scope of composite bid including major and all minor components shall be executed under one agreement.
   d. In case the main contractor intends to change any of the above agency / agencies during the operation of the contract, he shall obtain prior approval of Engineer-In-Charge. The new agency/agencies shall also have to satisfy the laid down eligibility criteria. In case the engineer In-charge is not satisfied with the performance of any agency he can direct the contractor to change the agency executing such items of work and this shall be binding on the contractor.
   e. The main contractor has to enter into agreement with contractor(s) associated by him for execution of minor component(s). Copy of such agreement shall be submitted to Engineer-in-charge. In case of change of associate contractor, the main contractor has to enter into agreement with the new contractor associated by him.
   f. The composite work shall be treated as complete when all components of work are completed. The completion certificate of the composite work shall be recorded by Engineer-in-charge of major components after record of completion certificate of all other components.
   g. Final bill of whole work shall be finalized and paid by the Engineer-in-charge.
The tenderer must associate with agencies that are technically and financially capable for the other components individually. The list of proposed agencies shall be submitted along with organization details, annual turnover, list of work carried out / executing, list of technical persons employed and a valid license, along with the tender.

The tenderer shall quote his rate as per various terms and conditions of the tender forms. The rate quoted in the tender form shall be written in figures and words, failing which the bid will be liable for disqualification.

The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion.

It will be obligatory on part of the tenderer to sign the tender document for all the components (Schedule of Quantities, conditions, special conditions and Proforma schedules etc.)

Dean (I.P.S)

ON BEHALF OF
INDIAN INSTITUTE OF TECHNOLOGY – BOMBAY
INFORMATION & INSTRUCTIONS FOR BIDDERS

1.0 General:
1.1 All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a “nil” or “no such case” entry should be made in that column. If any particulars/query is not applicable in case of the bidder, it should be stated as “not applicable”. The bidders are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the bid being summarily disqualified. Bids made by telegram or telex and those received late will not be entertained.

1.2 The bid should be legibly type-written. The bidder should sign and stamp each page of the tender document.

1.3 Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Pages of the eligibility criteria document are numbered. Additional sheets, if any added by the contractor, should also be numbered by him. They should be submitted as a package with signed letter of transmittal.

1.4 References, information and certificates from the respective clients certifying suitability, technical knowledge or capability of the bidder should be signed by an officer not below the rank of Executive Engineer or equivalent.

1.5 The bidder may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of eligibility criteria document unless it is called for by the Employer.

1.6 Any information furnished by the bidder found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/taking up of work in Indian Institute of Technology Bombay. If such bidder happens to be enlisted contractor in Indian Institute of Technology Bombay, his name shall also be removed from the approved list of contractors.

2.0 Definitions:
2.1 In this document the following words and expressions have the meaning hereby assigned to them.

2.2 Employer: Means the Director of Indian Institute of Technology, Bombay, acting through the Dean – Infrastructure, Planning & Support.

2.3 Bidder: Means the individual, proprietary firm, firm in partnership, limited company private or public or corporation.
2.4 “Year” means “Financial Year” unless stated otherwise.

3.0 **Method of application:**

3.1 If the bidder is an individual, the application shall be signed by him above his full type written name and Current address.

3.2 If the bidder is a proprietary firm, the application shall be signed by the proprietor above his full type Written name and the full name of his firm with its current address.

3.3 If the bidder is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses, or, alternatively, by a partner holding power of attorney for the firm. In the later case a certified copy of the power of attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.

3.4 If the bidder is a limited company or a corporation, the application shall be signed by a duly authorized Person holding power of attorney for signing the application accompanied by a copy of the power of attorney. The bidder should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

4.0 **Final decision making authority.**

The employer reserves the right to accept or reject any bid and to annul the process and reject all bids at any time, without assigning any reason or incurring any liability to the bidders.

5.0 **Particulars provisional**

The particulars of the work given in Annexure – A are provisional. They are liable to change and must be considered only as advance information to assist the bidder.

6.0 **Site visit**

The bidder is advised to visit the site of work, at his own cost, and examine it and its surroundings to himself collect all information that he considers necessary for proper assessment of the prospective assignment.