

CANTONMENT BOARD, KASAULI



E-TENDER FOR TERM CONTRACT WORKS AS PER MES SSR 2010 (ZONE 'C') AT CANTT BOARD, KASAULI

Issued By
Cantonment Board Kasauli

O/O Chief Executive Officer
Cantonment Board Kasauli
Under Ministry of Defence, Govt. Of India
Distt. Solan, HP-173204
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Fax No. 01792-72029
Email-id:- cbkasauli@dgest.org
Website : www.cbkasauli.org

TENDER SUBMITTED BY

Name of the bidder:-.....

Address:-

.....

Tel/Mob. No.:-.....

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NOTICE INVITING TENDER (NIT)

Sealed tenders in prescribed form are invited as under:-

1.	NAME OF WORK	:	Maintenance and Repairs of Cantt. Fund Buildings, Staff Quarters, Group toilet, urinals, dust bins, Market stalls and water tanks.
2.	LOCATION OF SITE	:	Kasauli Cantonment Board, Himachal Pradesh
3.	ESTIMATED VALUE OF WORK	:	Rs. 4000000/-(Forty lakh)
4.	EARNEST MONEY DEPOSIT	:	Rs. 100000 /-
5.	COST OF TENDER FORM	:	Rs. 400/- only
6.	REGISTRATION FEE	:	Rs. 250/- only
7.	ELIGIBILITY CRITERIA	:	As per Tender Conditions
8.	TENDER RECEIVING AUTHORITY	:	Chief Executive Officer, Cantonment Board, Kasauli, Himachal Pradesh.
9.	ISSUE OF TENDER	:	17-08-2019 at 1700 hrs
10.	PRE-BID MEETING	:	On 26-08-2019 at 1430 hours
11.	LAST DATE FOR BID SUBMISSION	:	09-09-2019 at 1700 hrs
12.	DATE OF OPENING OF TECHNICAL BID	:	11-09-2019 at 1000 hrs


 CHIEF EXECUTIVE OFFICER, KASAULI
 (JIGYASA RAJ)

SECTION-1 : DETAILED NOTICE INVITING TENDER (DNIT)

The Cantonment Board, Kasauli invites E - Tenders through electronic tendering system under two-bid system <http://eprocure.gov.in/eprocure/app> for Maintenance and Repairs of Cantt. Fund Buildings, Staff Quarters, Group toilet, urinals, dust bins, Market stalls and water tanks according to terms and conditions given in tender form for the financial year 2019-2020 ending on 31-03-2020.

- **Earnest Money deposit : Rs. 100000/-**
 - **Cost of Tender Document : Rs. 400/- (Non refundable)**
 - **Reg. Fee : Rs. 250/- (Shall be paid once for a financial year)**
1. The contractor/firm/co., should not have been blacklisted by any Govt., Semi-Govt. Deptt. or any other organization. An affidavit to that effect on Non-Judicial stamp paper of Rs.10/- duly notarized should be uploaded with the Technical Bid. Also note that the applicant must not have formed/be part of any cartel at any time for processing any contract including the present tender.
 2. The contractor must be registered with MES/CPWD/PWD/Railways/Any Govt. organization.
 3. The tender consisting of two bid process including **Technical bid** and **Financial bid**.
 4. Cantonment Board, Kasauli is not responsible for any delay due to link failure/internet problem etc. in respect of uploading of any documents or in submission of e-bid. It is the responsibility of the Bidder to make sure that the required documents/e-bid shall be uploaded in time.
 5. Online technical bid shall be opened as specified in NIT. The technical bids shall be scrutinized by the committee constituted for the purpose. The Financial bids of those contractors/firms etc. whose technical bids are acceptable shall alone be opened and the decision of the C.E.O/Cantt Board in this regard is final and binding. The Financial bids may be opened either on the same day or later.
 6. Earnest Money Deposit (EMD), Reg. Fee and cost of tender for an amount as specified in NIT, is to be made in online mode. The bidder can make payment either through net banking or through NEFT/RTGS. The amount will be credited in Cantonment Board, KASAULI Public Account as under:-

- (i) Name of Bank - State Bank of India
- (ii) Branch - Kasauli, Distt., Solan (HP)
- (iii) Bank Account - 55091243176
- (iv) IFS Code - SBIN0050122

The proof of payment on account of Reg Fee, Earnest Money and cost of tender is to be Uploaded by the tenderer with tender document. In case of Non-receipt of payment of **EMD** and

cost of tender, the tender document of the tenderer cannot be entertained. Reg. fee shall be paid once for a financial year. It is not required to pay reg. fee separately for each tender.

7. The acceptance of a tender will rest with the Competent Authority, who does not bind himself to accept the lowest tender and reserves to himself the authority to reject any or all of the tenders received, without assigning any reasons whatsoever. All tenders in which any of the prescribed conditions are not fulfilled, or are incomplete in any respect are liable to be rejected.
8. Tender containing any condition leading to unknown/indefinite liability, are liable to be summarily rejected.
9. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
10. **The Contractor/firm must be registered with GST. Documents related to the statutory requirements, such as registration with PAN/TIN/TAN, GST, P.Tax & Service Tax etc alongwith proof must be uploaded with tender document.** The rate quoted by the contractor/firm should take care of all such taxes as aforesaid, till the completion of work. All taxes including GST, Income tax, Service tax etc as applicable till completion of work in respect of this contract shall be payable by contractor and the Board will not entertain any claim whatsoever in this respect.
11. CEO/Cantonment Board, Kasauli reserve the right to postpone and/or extend the date of receipt or opening of tenders or to withdraw the tender notice, without assigning any reason thereof. In such cases, the bidders shall not be entitled to any form of compensation from the Cantonment Board.
12. The pre-bid meeting shall be held in the office of Tender inviting Authority on the scheduled date and time, only if specified online. Non-attendance of pre-bid meeting will not be a cause for disqualification of the bidder and it shall be presumed that the bidder does not require any clarification. The purpose of the pre-bid meeting will be to clarify issues.
13. Uploading copy of **Provident Fund Code No.** is mandatory, failing which bidder will be disqualified in Technical bid.
14. Average annual turnover of the contractor during the last 3 years as on 31.03.2019 should be at least 30% of the estimated amount. The bidder shall have to upload the audited balance sheet in this regard failing which the tender will not be entertained.
15. The bidder should have satisfactorily done/completed **single** contract of similar nature costing at least 80% of the estimated amount during the last 7 years as on 31.03.2019.

Or

The bidder should have satisfactorily done/completed **2 (two)** number of contracts of similar nature each costing at least 50% of the estimated amount during the last 7 years as on 31.03.2019.

Or

The bidder should have satisfactorily done/completed **3 (Three)** number of contracts of similar nature each costing at least 40% of the estimated amount during the last 7 years as on 31.03.2019.

Such services must have been provided to only Central/State Government departments, Central/State Autonomous bodies, Central/State Public Sector Undertakings/Public Sector organizations etc.

16. The contractor should have Income Tax, PAN and GST number etc.
17. As proof for satisfactory completion of similar work (Specific work name should be mentioned in the work done / completion certificate), completion certificate should be issued by Central/State Government departments, Central/State Autonomous bodies, Central/State Public Sector Undertakings etc.
18. Copies of relevant documents/certificates should be uploaded as a proof for information furnished in the application form.

Sd/-
CHIEF EXECUTIVE OFFICER, KASAULI

A. MODE OF SUBMISSION OF TENDER

The Agency/Contractor has to submit online bids through procurement web portal <http://eprocure.gov.in/eprocure/app>. viz. Technical bid (Cover 1) and financial bid (Cover 2).

No Manual Bid will be accepted :-

I. (Cover 1) TECHNICAL BID, UPLOAD THE FOLLOWING DOCUMENTS IN THE TECHNICAL BID :-

The technical bid (Cover 1) must be accompanied with documents mentioned in Detailed NIT.

II. (COVER 2) FINANCIAL / PRICE BID

a) Schedule of Financial/Prince bid in the form of BOQ.xls .Do not tamper / change the BOQ sheet otherwise bid will be rejected. Only mention the % age rates in Blank column amount as asked therein.

B. SELECTION CRITERIA

I. Technical bid (Cover 1): Technical bid submitted online will be opened in the Office of the Cantonment Board, Kasauli in the presence of Chief Executive Officer/tender opening committee (Bid openers). Technical bid will be opened online first to verify its contents as per requirements. If the various documents contained do not meet the requirements of the Cantonment Board Kasauli, the contractor's financial bid will not be considered for further action.

II. Financial bid (Cover 2): Financial bid of only those Agency/Contractors who qualified in the technical bid (Cover 1) will be opened on the date and time declared in tender notice. If the financial bid i.e. BOQ could not be opened due to "Document Decryption Failed" reason the failed bid/bids shall be considered to be rejected.

Cantonment Board, Kasauli is not responsible for any delay due to link failure/internet problem etc. in respect of submission/receipt of any documents or in submission of e-bid. It is the responsibility of the Bidder to make sure that the required documents/ e-bid shall be submitted in time.

Tender Opening committee constituted by the **Cantonment Board Kasauli** will examine the entire proposal on the basis of technical Bid and the financial Bid of only those **Bidder/Agencies** will be opened who qualifies in the technical bid evaluation.

C. INSTRUCTIONS TO BIDDER

1. Technical bid and financial/price bid will be submitted concurrently, duly digitally signed in the website portal www.eprocure.gov.in/cppp . The tender document may be downloaded from website & submission of technical bid / financial bid as per Tender time schedule.
2. Tenders are to be submitted online through the website stated above. All the documents uploaded by the Tender inviting Authority form an integral part of contract & Agency/Contractors are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within stipulated date and time as given in the Tender Notice
3. The Agency/Contractor shall carefully go through the documents and prepare the required documents, and upload the scanned documents in Portable Document Format (PDF) to the portal in the designated location of Technical Bid. He needs to fill up the % age rates, for the financial Bid in the designated cell and upload the same in designated location of financial bid.
4. The documents uploaded must be virus scanned and digitally signed using the Digital Signature Certificate (DSC) by the authorized signatory.
5. For submission of e-tender, bidders are requested to get themselves registered with www.eprocure.gov.in website alongwith class-II/III Digital Signature Certificate (DSC) issued by authorized issuing authority under IT Act 2003.
6. For complete details, refer website www.eprocure.gov.in at CPP portal.
7. The Cantt. Board may issue amendment / errata to the tender documents before due date of submission of tender. The Agency/Contractors are required to read the tender documents in conjunction with amendments, if any, issued by the Cantt. Board The Agency/Contractor is not supposed to incorporate any amendment / errata in the body of tender documents either in ink or pencil. In case the Agency/Contractor on the body of tender incorporates amendments/errata issued, they shall not be considered and the amendment / errata issued by the Cantt. Board shall only hold good. The amendments/errata issued to these documents if any would be uploaded on web site of <http://eprocure.gov.in/eprocure/app>. and will also be uploaded on Cantonment Board web site www.cbkasauli.org.The contractors shall visit these sites from time to time to see these amendments/errata's.
8. The bidders are required to upload the completed documents only after satisfying each and every condition laid down in the tender documents.
9. Cantonment Board Kasauli / CEO reserves the right to postpone and / or extend the date of receipt of opening of tenders or to withdraw the tender notice, without assigning any reason thereof. In such cases, the bidders shall not be entitled to any form of compensation from the Cantonment Board.

D. SPECIAL INSTRUCTIONS TO THE CONTRACTORS/BIDDERS FOR THE E-SUBMISSION OF THE BIDS ONLINE THROUGH THIS EPROCUREMENT PORTAL

1. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
2. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
3. If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online on the portal or on <http://eprocure.gov.in/eprocure/app>. or www.cbkasauli.org.
4. The bidder should read the terms and conditions and accepts the same to proceed further to submit the bids
5. The **Tender Inviting Authority (TIA)** will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
6. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
7. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.

E. GENERAL TERMS & CONDITIONS

1. The EMD of un-successful Bidders shall be refunded only after the contract has been awarded to the successful Bidder. No interest shall be paid on the EMD.
2. **EARNEST MONEY AND SECURITY DEPOSITS**
The successful tenderer to whom the contract is awarded will have to deposit as initial security deposit. The earnest money will be refunded to the contractor in the event of his tender being rejected. The earnest money of successful contractor will be adjusted against his security deposit if he so requests. The security deposit will be deposited by the successful contractor @ 5% of estimated cost shown in the tender.
3. In case the successful contractor fails to complete all the formalities with regard to submission of original documents, execution of contract agreement and commencement of services within stipulated time period, the Cantt Board may award the contract to another tenderer as it deems fit or may go for re-tendering. Such decision of Cantt Board will be final and binding.
4. In case of any contradiction in the terms and conditions of tender document, the decision of CEO/Cantt Board shall be final with regard to such term and conditions.
5. In case of any clerical/typographical/grammatical mistake in the Tender Document, the decision of CEO/Cantt Board shall be final and binding in this regard.
6. If same rate is received from the bidders, then Cantonment Board will call for negotiation, and select the one who offers the least.
7. Bid submitted by Bidder shall remain valid for acceptance for a period of 90 (ninety) days from the date of opening of the BID. Bidders shall not be entitled during the said ninety days' period to revoke or cancel the BID or to vary the same or any term thereof without the consent in writing to the Cantt. Board.
8. The contract will be valid for one year from the date of commencement;
9. The conditions will also form part and parcel of the agreement to be executed with the successful tenderers.
10. Contractors should quote his rates at the % above or below the MES SSR 2010 amended upto date.
11. The Contractor shall deposit cost of tender, Reg. Fee and EMD through Online mode only . The Contractor shall deposit separate cost of tender for all the categories of works in which he is interested to quote the rates and shall deposit reg. fee of Rs. 500 once for a financial year.

12. The successful contractor will have to deposit security as mentioned above against each work in cash or by deposit-at-call within 10 days of the date of acceptance, which will be refunded after twelve months of the lapse of the contract if not otherwise forfeited under conditions of agreement. If the security is not deposited within 10 days the tender will be cancelled and earnest money will be forfeited.
13. The successful contractor will have to execute an agreement on a Non-Judicial Stamp Paper of appropriate value within 10 days of acceptance of tender. Conditions of the agreement may be seen in the office of the Cantonment Board, KASAULI on any working day during working hours.
14. The work which may be sanctioned by the Govt. under special grant-in-aid and out of service charges will not be entrusted to the successful contractor for which separate tender will be called.
15. No material viz. bituminous, wood, cement, sand, aggregates, steel etc. shall be supplied by the Cantonment Board Kasauli. The road roller, mixer and other machinery required in execution of any repair work will have to be arranged by the contractor at his own level.
16. Conditional tenders will not be accepted.
17. The contractor will have to arrange water from his own sources.
18. If the contractor fails to execute any work entrusted to him within prescribed time, the Chief Executive Officer will be at liberty to get the work executed through any other agency at risk and cost of the contractor and if the security falls short the contractor will pay the difference in cash.
19. Income Tax, GST and Sales Tax/Water Charges/Labour Cess and other taxes/charges as applicable under rules will be deducted from the bills of the contractor.
20. It will be at discretion of the Chief Executive Officer to get any work executed departmentally or as a deposit work through MES/PWD/CPWD by inviting fresh tenders.
21. This tender notice will be part & parcel of the contract agreement.
22. The contractor should get approval of the G.I. Pipe, G.I. Sheet and other building material to be used for the work from the undersigned/J.E. before commencement of work.
23. GST will be deducted by this office during payment as applicable. The bidder/firm will be liable to pay balance GST to the Government as per rules.
24. As per instruction issued by E-in- Branch vide letter No. 66546/Manual/77/E8 dated 06 Nov 2015. Bidder is required to registered under EMPLOYEE'S PROVIDENT FUNDS & MISCELLANEOUS PROVISIONS (EPF & MP) ACT,1952-REG. Uploading copy of

- Provident fund code No.** along with other requisite document (i.e. Fee Detail, application on letter head of firm for request issue of tender, Work Experience certificates, Enlistment letter and other document for MES un-enlisted contractor)in cover No. 1 is mandatory; failing which bidder will be disqualified in "Technical Bid Evaluation and his financial bid shall not be opened. Any claim on this account shall not be entertained at later stage.
25. The Contractor must be registered with GST. Documents related to the statutory requirement, such as registration with PAN/TIN/TAN, GST, P. Tax & Service Tax etc. along with proofs must be supplied with tender document
 26. The Contractor should not have been blacklisted by any Govt., Semi-Govt. Deptt., or any other organization. An affidavit to that effect on Non-Judicial stamp paper of Rs. 10/- duly notarized should be enclosed with the Technical Bid. Also to note that the applicant is /has not formed/part of any cartel at any time for processing any contract including the present tender.
 27. Each **Contractor** shall submit only one Tender for the entire scope of work. A **Contractor** who submits more than one tender or part tender, his tender will be treated as non-responsive & rejected.
 28. *The Contractor must be registered with MES/CPWD/PWD/Railway/Any govt organization*
 29. Uploading copy of **Provident fund code No.** is mandatory, failing which bidder will be disqualified in Technical Bid Evaluation and financial bid will not be opened.
 30. The projected estimated cost in the tender may increase or decrease during the financial year as per approval of Board and as per availability of funds.
 31. No free entry of the vehicles will be allowed from the Cantt Board Barrier for execution of Cantonment Board works.

The Above terms and conditions will form the part of agreement.

Sd/-
CHIEF EXECUTIVE OFFICER, KASAULI

Aforementioned conditions are acceptable to me.

Signature of Contractor.

FORM F – 1

FORM OF SUBMISSION OF TECHNICAL BID

From:

(Name of Bidder)

To

The Chief Executive Officer,
Cantonment Board, Kasauli

SUB: Maintenance and Repairs of Cantt. Fund Buildings, Staff Quarters, Group toilet, urinals, dust bins, Market stalls and water tanks.

Sir,

We herewith enclose Technical bid for the above assignment. We undertake that, in competing for (and, if award is made to us, in executing) the contract for the above assignment, we will strictly observe the laws against fraud and corruption in force in India, namely “Prevention of Corruption Act 1988”.

Yours faithfully,

Signature:

Name:

Address.....

.....

(Authorized representative)

FORM F – 2

FORM OF SUBMISSION OF FINANCIAL BID

From:

(Name of Bidder)

To

The Chief Executive Officer,
Cantonment Board, Kasauli

SUB: Maintenance and Repairs of Cantt. Fund Buildings, Staff Quarters, Group toilet, urinals, dust bins, Market stalls and water tanks.

Sir,

We herewith enclose financial bid for the above assignment. We undertake that, in competing for (and, if award is made to us, in executing) the contract for the above assignment, we will strictly observe the laws against fraud and corruption in force in India, namely “Prevention of Corruption Act 1988”.

Yours faithfully,

Signature:

Name:

Address.....

.....

(Authorized representative)

F-3
BIDDER'S GENERAL INFORMATION

Bidder should indicate following information along with the self-attested photocopies of supporting documents:

1. Name of Contractor :
2. Number of Years in Operation(Attach proof) :
3. Registered address :
4. Operational Address if different from above:
5. Telephone No. (Landline) :
6. Tele fax No. :
7. Mobile No. :
8. Email Address :
9. Name & Address of Branch, if any :
10. Registration No. With MES/CPWD/PWD/Railway/Any Govt org. :
11. Type of Organization (whether private limited/LLP/partnership/sole : proprietorship) as per attached proof:
12. Name of Proprietor/ Partners/Designated Partners/ Directors of the organization/Firm:
13. ISO Certification, if any {If yes, please furnish details}:
14. Provident Fund code No. :-
15. GST Registration No. (if already registered attach proof):-
16. Turn Over Certificate attached: Yes / No
17. Work Experience certificate submitted: - Yes / No

(SIGNATURE OF BIDDER WITH SEAL)

Note: - Scanned signed copies must be uploaded online.

FORM F-4**DETAILS OF REG. FEE/TENDER DOCUMENT FEE AND EARNEST MONEY DEPOSIT**

1. Transaction Reference No. (UTR no.) against payment of Registration Fee :		
2. Transaction Reference No. (UTR no.) against payment of Tender Document Fee downloaded from the CPP portal :		
3. Transaction Reference No. (UTR no.) & date of transaction against payment of Earnest Money Deposit :		

Dated:-

**Signature of the Bidder or
His /Her authorized signatory
With Seal of the Agency/
Contractor**

Note: - Scanned signed copies must be uploaded online.