

# **INDIAN INSTITUTE OF TECHNOLOGY INDORE**

## **Notice Inviting Tender**

1. Item rate tenders are invited from eligible contractors registered/enlisted with Central Government Departments/State Government Departments/ Central Autonomous Bodies/ State Autonomous Bodies/ Central Public Sector Undertakings/ State Public Sector Undertakings/IITs/IIMs or Central/State universities/Institutes for the following work :-

<b>Sr. No.</b>	<b>Name of Work</b>	<b>Estimated Cost of work (Rs)</b>	<b>Earnest Money Deposit (Rs)</b>	<b>Time for Completion</b>	<b>Last Date and Time of submission of Tender documents</b>
1	Construction of Faculty Housing (G+6) at IIT Indore, Simrol campus	27, 61,19,800	37,61,200	12 Months	April 15, 2016 up to 3.00 P.M.

Cost of blank tender documents Rs 10,000/- non refundable in the form of Demand Draft in favour of **Registrar IIT Indore** payable at Indore (Rs 5000/- for contractors enlisted with institute IIT Indore in the appropriate category)

**Blank tender document will be issued from 10am to 5pm on working days starting from March 29, 2016 to March 31, 2016 on receipt of application from intending applicants on their letter head.**

**Last date of receipt of Tender: - April 15, 2016 up to 3pm**

**Opening of technical bid: - April 15, 2016 at 3.30pm**

**Opening of Financial bid: -** The date and time shall be communicated to the tenderers who will qualify in technical evaluation

2. The tenders are to be submitted in the office of the Superintending Engineer & Project In charge at Field office cum SIC lab, IIT Indore, Khandwa Road, Simrol Campus, Indore- 452020(MP).
3. Detailed NIT is available on the institute website [www.iiti.ac.in](http://www.iiti.ac.in)
4. **Time limit:** 12months from 15<sup>th</sup> day from the issue of work order or actual date of commencement whichever is earlier.
5. Should have satisfactorily completed during last Seven years ending February 29, 2016 (To be supported with Work completion certificate from the issuing authority not below the rank of Executive Engineer along with copy of work order. Original certificate and work order to be produced for verification).

- i. **Three** similar works each costing not less than 40% of tender value (each)  
Or
- ii. **Two** similar works each costing not less than 60% of tender value (each)  
Or
- iii. **One** similar works costing not less than 80% of tender value

**And**

Contractor must have executed at least one work with any government/autonomous body of value not less than 40% of tender value.

6. Average annual turnover for the last 3 years ending 31.03.2015 must be 100% of estimated cost of work
7. Tenders shall be accompanied by **Earnest money** of Rs. 37, 61,200/- in the form of Demand Draft in favour of **Registrar IIT Indore** payable at Indore having validity for 3 months.
8. Should have a solvency certificate of Rs.11, 04, 47,920/-.
9. Intending tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and subsoil (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 tender and execution of work. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. The tenderer 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 tender by a tenderer 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 rates at which materials, tools and plant, etc. if any will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.
10. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
11. No Engineer of gazetted rank or other gazetted officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of one year after his retirement from Government service, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.
12. The interested Firms are required to furnish the following documents for Technical

evaluation

- a) Copy of valid registration.
- b) Constitution of the Organization & Year of incorporation.
- c) Organizational Structure.
- d) Annual turnover as per ITCC or Profit & Loss statement certified by CA for the last 3 years ending on 31.03.2015. If any loss is incurred in last 3 years, please provide details.
- e) Latest Bank Solvency Certificate of 40% estimated cost of work, not older than 1 year from the date of submission of tender.
- f) PAN No./VAT/EPF/ESIC certificate.
- g) Income Tax Clearance Certificates for the last 3 years ending on 31.03.2015.
- h) List of similar works carried out for the last seven years indicating the Organization for whom executed, indicating Value of work, Completion time (Stipulated and Actual).
- i) List of similar works in hand indicating the organizations for whom the work is executed, Value of work, Completion time: Stipulated and Actual present status of the work indicating balance of work as on February 29, 2016 (copy of work order to be enclosed).
- j) Work Completion Certificate duly issued by the Authorized signatory along with copy of work order.
- k) List of Technical staff.
- l) List of plants & equipments.
- m) Affidavit for not being black listed in any department. This is applicable for all contractors (including contractors enlisted with institute) participating in the bidding of the work.

**13. Tender Document Contains-**

- i. N.I.T.
- ii. Bill of quantities
- iii. General conditions of contract
- iv. Special conditions of contract
- v. Technical Specifications
- vi. Makes of Materials.
- vii. Schematic drawings

**14. Three envelope Tender procedure shall be followed. Tenderer has to submit three sealed envelopes containing the documents as detailed below simultaneously, enclosed in a **Fourth Envelope**.**

<b>ENVELOPE-1</b>	EMD
<b>ENVELOPE-2</b>	Technical Bid
<b>ENVELOPE-3</b>	Financial Bid

All the three envelopes shall be put in a fourth envelope which shall be duly sealed. **All the 4 envelopes shall be super-scribed with the Name of Work and**

**Name & address of intending tenderer. Respective envelopes shall also be marked as envelope 1, envelope 2, and envelope 3 as detailed above.** Tenders who do not conform to the specified requirements will be treated non-responsive and tender will not be opened.

Initially, only the **envelope -1** shall be opened, if found responsive then the **envelope-2** (Technical Bid) shall be opened at the date and time given in the Tender Document. The Financial Bid shall remain sealed and unopened and in the custody of **IIT Indore**.

After technical evaluation, date and time of opening of Financial Bid shall be communicated by **IIT Indore** to the tenderers qualifying in technical evaluation. The Financial Bids of only the tenderers found technically qualified as per the tender shall be opened in presence of the tenderers.

**15. Clarification/ amendments, if any shall be uploaded on website only. Tenderers are requested to see the website regularly. Ignorance of corrigendum on website will not be accepted as ground of non observance of corrigendum.**

**16. Bill of quantities is enclosed with tender document, the rate shall be quoted against each item separately in figures as well as in words. All correction/s must be sealed and signed by the tenderer with date.**

During Financial Bid evaluation, the correct figure in case of arithmetical errors will be considered on the following basis:

a) If there is a discrepancy between words and figures, following procedure shall be followed:

- i. the unit price which correspond to the total price for the item worked out by the tenderer shall be followed;
- ii. If the total price of an item is not worked out by the tenderer or it does not correspond with the rates written either in words or figures then the rate quoted by the tenderer in words shall be taken as correct.

b) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected;

c) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.

d) The unit wise amounts will be rounded to the nearest rupee

e) The tendered rates of items against which no rate or price is entered by the

tenderer will be taken as zero and the price of the same shall be deemed to have been covered by the rates/amount quoted in other items. Contractor will be bound to execute the same item at his own cost.

17. The rate must include all taxes except service tax which will be reimbursed separately when paid genuinely, on demand and with prior approval of Project In charge and upon submission of proof of payment.
18. The contractor shall pay not less than the minimum wages to labours engaged by him on the work.
19. Contractor will execute the work during working hours from 9am to 6pm on working days. Permission of Engineer In charge and Chief Security Officer will be required in writing for working on holidays and beyond working hours.
20. The tender for the works shall remain open for acceptance for a period of Ninety days from the last date of submission of tenders. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit of the said earnest money as aforesaid. Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.
21. The contractor whose bid is accepted will be required to furnish **performance guarantee of 5% (Five Percent)** of the bid amount in the form of Demand Draft in favour of **Registrar IIT Indore** payable at Indore. In case the contractor fails to deposit the said performance guarantee within 5 working days from the letter of intent including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor.
22. The competent authority on behalf of the IIT Indore does not bind himself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected. Conditional tender including conditional rebate shall be summarily rejected.
23. The competent authority on behalf of the IIT Indore 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.
24. Similar works means construction of R.C.C. frame structure building.
25. The schematic Architectural drawings are available with IITI. The contractors are required to engage consultants for structural and architectural services for detailed drawings & design, the scope of work shall be as follows but not limited to: -
  - A) For Structural consultant
    - a) Structural design, detailed engineering design and preparation of working

drawings. (6 copies each)

- b) Site visits when required for inspection and checking of foundation strata and reinforcement for all major structural units like slabs etc. during construction stage. Attending site meeting twice a week.
- c) Any other relevant technical inputs required for successful completion of the building.
- d) Submission of as built drawings (3 copies each, cloth bound)
- e) Submission of detailed design, design basis report, drawings and any other information/ report required for proof checking of design.

B) For Architectural consultant

- a) Preparation of detailed working drawings (Civil, electrical, IT & MEP) as per the schematic drawings available with the institute.(6 copies each)
- b) Attending site meeting twice a week and as and when required.
- c) High level supervision.
- d) Implementation of GRIHA norms.
- e) Any other relevant technical inputs required for successful completion of the building.
- f) Issue of completion certificate.
- g) Submission of as built drawings (3 copies each, cloth bound)

**26.** The rates must include the consultancy fees of structural, Architectural, MEP and IT services.

**27.** There will be no technical evaluation and eligibility criteria required for the enlisted contractors with IITI (enlisted in the appropriate category). The enlisted contractors are required to submit the enlistment certificate issued by the Institute (i.e. IITI). Enlisted contractors can submit the additional documents, if they desire.

**28.** Agencies black listed from any Central Government Departments/State Government Departments/ Central Autonomous Bodies/ State Autonomous Bodies/ Central Public Sector Undertakings/ State Public Sector Undertakings/IITs/IIMs or Central/State universities/Institutes etc. are required to inform the same to IITI. This is applicable to all bidder including contractors enlisted with the institute (i.e. IITI).

**Superintending Engineer & Project In charge  
(IIT Indore)**