

भारत सरकार/GOVERNMENT OF INDIA
अंतरिक्ष विभाग/DEPARTMENT OF SPACE
उत्तर-पूर्वी अंतरिक्ष उपयोग केंद्र/NORTH EASTERN SPACE APPLICATIONS CENTRE
उमियम/UMIAM-793103, मेघालय/MEGHALAYA
Ph No. 0364-2570774, Fax- 0364- 2570139

NOTICE INVITING TENDER

Tender Notice Nos: NESAC/CMD/E/86/2016 dated 27/07/2016

1. On behalf of the Director, NESAC sealed, item-rate tenders are invited for the following works.

Sl. No.	Description	Details
1	Title of work	Annual Operation & Maintenance Contract (AOMC) service for Electrical installations at NESAC office and residential campus at Umiam and at DWR facility, Cherrapunjee, Meghalaya
2	Estimated cost put to tender	Rs. 32,08,890/-
3	Period of completion in months reckoned from the 15th day of date of issue of work order.	Twelve Months
4	Cost of tender document	Rs. 575.00 (500+ 75.00 ST)
5	Period during which the request for tender document can be made	02/08/2016 to 19/08/2016
6	Issue of tender document closes on.	19/08/2016 at 1500 hrs
7	Last date and time for receipt of tenders.	22/08/2016 up to 1500 hrs
8	Due date and time of opening of tenders.	22/08/2016 up to 1530 hrs
9	Earnest money deposit (EMD)	Rs 64,178/-

2. Eligibility Criteria for Issue of Tender Documents

Tender documents will be issued only to those who satisfy the following eligibility criteria:

Sl. No	Eligibility Criteria	Documentary proof for the eligibility (Self attested copies to be submitted)
a	<p>a. Should have satisfactorily completed the works as mentioned below during the last Seven years.</p> <p>i. Three similar works each costing not less than 12,83,556.00 of the estimated cost.</p> <p>(or)</p> <p>ii. Two similar works each costing not less than 19,25,334.00 of the estimated cost</p> <p>(or)</p> <p>iii. One similar work costing not less than 25,67,112.00 of the estimated cost</p>	<p>i. Certified copy of work orders and completion certificates issued by the authority concerned to establish work experience.</p> <p>ii. Completion certificates for works issued by Private parties shall be supported by TDS (Tax Deducted at Source) certificates.</p>
	<p>Note:</p> <p>i. Similar work shall mean works of “Annual Operation & Maintenance Contract for Electrical Installations which includes sub-station equipped with Transformer, Diesel Generator, HT & LT panel ; building lightings and fitting; area lighting; motor& pump for water supply etc.</p> <p>ii. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to last date of receipt of application for bids</p>	
b.	<p>i. Proof of valid ESI Registration</p> <p>ii. Proof of valid EPF Registration</p> <p>iii. Proof of valid Service Tax Registration</p>	<p>Self attested copy of valid ESI, EPF & Service Tax Registration</p>
c.	<p>Electrical License</p>	<p>The tenderer should have a valid electrical license of appropriate class issued by Central/ State Electricity Authority.</p>
d.	<p>Valid registration certificate</p>	<p>From any State/Central/Public sector organization.</p>

Sl. No	Eligibility Criteria	Documentary proof for the eligibility (Self attested copies to be submitted)
e.	Labour License	From competent Authority
f.	Professional tax	From Autonomous District Council.
g.	Trading License for non-tribal contractors otherwise ST certificate.	From competent Authority
h.	IT Return of the last three year	From competent Authority
i	Financial Statement like profit and loss account, Balance sheet etc in support of financial turnover of the agency.	Certified copy from Chartered Accountant for annual financial turnover and balance sheet showing profit/loss
j.	A copy of PAN /GIR card	

3. Issue of tender documents on the basis of the documentary eligibility alone will not make a tenderer eligible for participating in the bidding. The documents furnished by the tenderers will be subjected to verification subsequently by Department. If found not meeting the requirement, such offers will be rejected.
4. On request in writing, with requisite fee in the form of Demand Draft and eligibility documents specified above, tender documents along with all required documents can be obtained from **Office of the Director, NESAC, Umiam, Meghalaya Pin-793103** on any working day during the period mentioned in Para 1 above, except on Saturdays, Sundays and Public holidays.
5. (a) Tenders should be accompanied with Earnest Money Deposit for value specified in Para 1 above, in the form of Demand Draft/Deposit at Call receipt/ Term Deposit Receipt of any Scheduled Bank issued in favour of **Director, NESAC, Umiam, Meghalaya payable at SBI, Umiam** (or) in the form of Bank guarantee issued by a scheduled bank. Earnest Money Deposit shall be valid for **180 days** from the due date of receipt of tenders. In case, EMD in the form of DD is furnished, the same will be encashed immediately on opening of tenders and refund of EMD for unsuccessful tenderer will be made through cheque/electronically by the department.

(b) The MSME units claiming exemption of tender cost/EMD/Security Deposit Should submit the NSIC registration certificate which clearly indicates the monetary limit and validity of the registration. NSIC certificate shall be valid as on due date or extended date of the tender
6. Tenders should be submitted in three sealed covers as below,

Cover i :- Containing Earnest money Deposit - This cover shall be super-scribed with 'Earnest money Deposit' and also the name of the work, NIT number and name of tenderer. Tenders without requisite EMD with full validity as specified in Para (5) above will be summarily rejected.

Cover ii :- Containing Techno-Commercial bid -This cover shall be super-scribed with 'Technical & Commercial Bid' and also the name of the work, NIT number and name of tenderer. This cover shall contain the full set of tender documents issued to the tenderer, (except the price bid – which should be in cover iii), duly filled in and signed. In case the tenderer intends any observation / comments / remarks on Departmental conditions and specifications, the same shall be brought out in the technical & commercial bid. Or else a confirmation that the tenderer agrees to the terms and conditions and specifications of the tender 'in toto' shall be enclosed.

Cover iii :- Containing price bid – This cover shall be super-scribed with 'Price Bid' and also the name of the work, NIT number and name of tenderer. The tenderers shall quote

rates in figure as well as in words and amounts tendered by them. The amount for each item shall be worked out and requisite amount given. All corrections shall be attested by the dated initials of the tenderer. The rates shall be filled only on the price bid format furnished along with the tender document. Any conditions in the price bid will make the price bid invalid and liable for rejection.

All the three covers mentioned above shall be put in another sealed cover super-scribing the name of work, NIT number and Name of Tenderer. Tenders submitted in any other manner will be rejected.

7. Tender documents will be issued only on hard copy form. Price shall be quoted only on the price schedule / bill of quantities forming part of the original set of tender documents issued by Department and returned in original in cover (iii) specified in Para 6 above.
8. Tenderers shall sign all the pages of Technical & Commercial bid and Price bid without fail. The original full set of tender document, duly filled in at required pages, along with drawings should be returned along with the tender.
9. Tenders will be received and opened at the Office of the **Director, NESAC, Umiam, Meghalaya** on the stipulated date and time specified in Para 1 above. Delayed and late tenders will be summarily rejected. Tenders will be opened in the presence of attending tenderers or their authorized representatives.
10. On the due date of opening, the Cover (i) will be opened initially. Subsequently, on the same day Cover (ii) of those tenderers who furnished valid EMD only will be opened. On opening of Cover ii, Technical & commercial bid, further detailed scrutiny / evaluation will be carried out. During the evaluation of techno-commercial bids, the documents furnished by the tenderers will be scrutinized in detail. Any tender, found as not fulfilling the eligibility criteria will be rejected at this stage and such offers will not be considered for further processing. The price bid of only those tenderers who have been qualified during the scrutiny and technical evaluation will be opened separately on a specified date (with due intimation to the qualified bidders) and further processed, as per tender procedure/ stipulations.
11. Earnest money of the successful contractor will be converted into Performance guarantee. Same will be returned after completion of work. In cases of exemption for payment of Earnest money, separate performance guarantee at 2% of the estimated cost put to tender to be submitted immediately on receipt of letter of acceptance/ work order.
12. Intending tenderers may inspect the site before submitting the tenders, with the prior permission of **Director, NESAC, Umiam, Meghalaya**.
13. The Director, NESAC, Umiam, Meghalaya is not bound to accept the lowest or any other tender and reserves 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.
14. The Director, NESAC, Umiam, Meghalaya on behalf of President of India also reserves the right to alter the scope/ or reduce quantum of work before issue of work order and the tenderer shall not have any claim what so ever on this account.
15. The Director, NESAC, Umiam, Meghalaya on behalf of President of India reserves 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. Canvassing directly or indirectly, in connection with tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.

17. Director, NESAC, Umiam, Meghalaya reserves the option to give preferences to the offers in accordance with the policies of the Government from time to time.
18. The contractor shall not be permitted to tender for works in the Division of that particular Centre of the Department responsible for award and execution of contracts for which his/her near relative is working. He/she shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Gazetted Officer in the Department of Space. Any breach of this condition by the contractor would render him liable for rejection of tender or cancellation of contract.
19. The tender should be valid for **minimum period of 120 days** from the due date of receipt of the tender specified in Para 1 above. If any tenderer withdraws the offer within the validity period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 50% (Fifty Percent) of the Earnest Money Deposit absolutely. Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.
20. On concluding the tender, an agreement shall be drawn with the successful tenderer.

Sd/-
Director, NESAC
Umiam, Meghalaya