

A.NOTICE INVITING TENDER

NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA
(An Institute of National Importance under MoE, Govt. of India)
Bijni Complex, Laitumkhrah, Shillong-793003
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Tender Notice No.NITMGH /EN/TENDERS/03/2022-23/70(C)

Dated: April 18th 2022

1. Director, NIT Meghalaya invites sealed item rate tenders from registered & eligible contractors/firms having sufficient credentials and financial capability for the following work.

SI.No.	Description	Details
1.	Title of work	Renovation (Civil works) of Type-II(B3,B4 & B6) BSNL Quarters leased to be used as Transit House by NIT Meghalaya at Dharapur NE-I Store Compound, Guwahati.
2.	Estimated cost put to tender	Rs.20,00,000/-
3.	Period of completion in months reckoned from the 15th day of date of issue of work order.	30 (Thirty) Days.
4.	Cost of tender document.	N/A
5.	Period during which the tender document can be downloaded.	22.04.2022 to 05.05.2022
6.	Last date and time for receipt of tenders.	05.05.2022 upto 13.00 hrs.
7.	Due date and time of opening of tenders.(technical bids only)	05.05.2022 from 14.00hrs onwards.
8.	Earnest money deposit (EMD)	Rs.40,000/-

2. Eligibility Criteria:

The agency shall fulfill the following conditions.

SI.No.	Eligibility Criteria	Documentary proof for the eligibility (To be scanned & uploaded)
1.	Should have satisfactorily completed the works as mentioned below during the last Seven years. i. Three similar works each costing not less than 40% of the estimated cost (i.e. Rs.8.00 lakhs) (or) ii. Two similar works each costing not less than 60% of the estimated cost (i.e. Rs.12.00 lakhs)	i. Work orders and completion certificates issued by the authority concerned to establish work experience. ii. Completion certificates for works issued by Private parties shall be supported by TDS (Tax Deducted at Source) certificates.

	(or) iii. One similar work costing not less than 80% of the estimated cost, (i.e. Rs.16.00 lakhs)	
	Note: i. Similar work shall mean <u>Execution of Civil works.</u> 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.	
2.	Should have had average annual financial turnover not less than 30% of the estimated cost (i.e. Rs. 6.00 lakhs) of the work during the last three years ending 31st March 2022.	Chartered Accountant certificate for the Annual financial turnover and balance sheet showing Profit & Loss.
3.	Should not have incurred any loss in more than two years during the last five years ending 31st March 2022	
4.	Should have a solvency of 40% of the estimated cost of the work (i.e. Rs.8.00 lakhs)	Current solvency certificate from any Scheduled Bank.
5.	The bidding capacity of the contractor should be more than the estimated cost of the work put to tender. The bidding capacity shall be worked out and declared by the tenderer and enclosed with the request for tender document based on the formula: $(A \times N \times 2) - B$ <i>where,</i> A- Maximum value of work executed in one year (maximum turnover in one year) during last 5 years at current price level taking into account the work completed as well as work in progress. B- Value of existing commitments and ongoing work to be completed during the next 'N' years at current price level. N- Number of years prescribed for completion of the subject contract for which bids are invited	i. A statement of ongoing works indicating financial commitment for each of these works during the stipulated period of completion mentioned for the subject tender as per Format-1 enclosed herewith to be furnished. This is required in support of parameter 'B'. ii. Current costing level for value of work may be worked out as mentioned in the note (ii) above.

3. Tenderers meeting the above eligibility criteria can download the detailed tender document from the Institute website @ www.nitm.ac.in with effect from **22.04.2022 to 05.05.2022**. The downloaded tender documents to be accompanied along with all documents as mentioned above should be submitted and reached the office of **Director, NIT Meghalaya at Bijni Complex, Laitumkhrah, Shillong** as on the due date mentioned in para 1 above.
4. Downloading of tender documents 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 the Institute. If found not meeting the requirements, such offers will be rejected.
5. 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, NIT Meghalaya Shillong, payable at SBI Malki (Dhanketi), Shillong** (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.
6. Tenders should be submitted in three sealed cloth lined covers as below,

Cover i. Containing Earnest Money Deposit & Tender fee-This cover shall be super-scribed with 'Earnest Money Deposit' & 'Tender fee' 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 downloaded by 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 Institute 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 cloth lined cover super-scribing the name of work, NIT number and Name of Tenderer. Tenders submitted in any other manner will be rejected.

7. Price shall be quoted only on the price schedule / schedule of quantities forming part of the original set of tender documents downloaded by the tenderer and submitted in cover (iii) specified in Para 6 above.
8. Tenderer(s) quoted below the tender value of the work shall not be accepted.

9. Tenderers shall sign all the pages of Technical & Commercial Bid and Price Bid without fail. The full set of tender document, duly filled in at required pages, along with drawings (if supplied) should be submitted along with the tender.
10. Tenders will be received and opened at the Office of the **Director, NIT Meghalaya Shillong** on the stipulated date and time specified in Para 1 above. Delayed and late tenders will summarily be rejected. Tenders will be opened in the presence of intending tenderers or their authorized representative(s), if any.
11. 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) i.e. 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. At this stage, the competency of the tenderers will be further evaluated by a Technical Evaluation Committee (TEC). 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.
12. The contractor, whose offer is accepted, will be required to furnish performance guarantee of 3% (Three Percent) (as per Ministry of Finance, Deptt. of Expenditure, OM No.F.9/4/2020-PPD Dated 12th November, 2020) of the tendered amount within 15 days from the date of issue of letter of intent/ work order. This guarantee shall be in the form of Deposit at Call receipt/ Term Deposit Receipt of any Scheduled Bank issued in favour of **Director, NIT Meghalaya Shillong payable at SBI Malki (Dhanketi, Shillong)** (or) in the form of Bank Guarantee issued by a scheduled bank in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period specified including the extended period if any, the Earnest Money deposited by the contractor will be forfeited and letter of intent/ work order cancelled automatically without any notice to the contractor. The Earnest Money deposited along with tender shall be refunded only after receiving the aforesaid performance guarantee.
13. Intending tenderers may inspect the site before submitting the tenders, with the prior permission of **Director, NIT Meghalaya**.
14. The **Director, NIT 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.
15. The **Director, NIT Meghalaya** 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.
16. The **Director, NIT Meghalaya** 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.
17. 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.

18. The tenderer shall submit along with the tender all the mandatory documents required for construction works; viz; Registration Certificate, GST Registration, Valid Tax Clearance Certificate, PAN Card, EPIC, ST Certificate, Trading License (as applicable), TIN/TAN, Labour License, EPFO Registration Certificate, etc. are to be submitted along with the tender ; failing which tender(s) will summarily be rejected.
19. Non-Tribal contractors shall produce/furnish valid "Trading License" issued by the competent authority for undertaking work in Meghalaya as per the extant rules of statutory authority; without which tender shall be disqualified.
20. Contractor shall follow all laws, regulations and acts of Central/ State Government and other statutory bodies relating to engaging labourers in work, wages and all related provisions and indemnify Government/Institute against payment to be made under and for the observance of the said labour laws.
21. The **Director, NIT Meghalaya** reserves the option to give preferences to the offers in accordance with the policies of the Government from time to time.
22. The contractor shall not be permitted to tender for works in the particular Centre/Section/Department of the Institute 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 Institute. Any breach of this condition by the contractor would render him liable for rejection of tender or cancellation of contract.
23. 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 Institute, 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.
24. On concluding the tender, an agreement shall be drawn with the successful tenderer.

**Sd/-
Director,
NIT Meghalaya
Shillong**