

In lieu of IAFW-2162 (Revised 1960)

**OFFICE OF THE GARRISON ENGINEER (WORKS) 2**  
**DIRECTOR GENERAL NAVAL PROJECT VISAKHAPATNAM-14**

**NOTICE INVITING TENDER (NIT)**

1. A tender is invited for the work as mentioned in Appendix 'A' to this Notice Inviting Tender (NIT).
2. The work is estimated to cost as indicated in aforesaid Appendix 'A'. This estimate, however, is not a guarantee and is merely given as a rough guide and if the work cost more or less, tenderer/ bidder will have no claim on that account. The tender shall be based on as mentioned in aforesaid Appendix 'A'.
3. The work is to be completed within the period as indicated in aforesaid Appendix 'A' in accordance with the phasing, if any, indicated in the tender form the date of handing over site, which will be on or about two weeks after the date of Acceptance of tender.
4. Normally, contractors whose names are in the **DGNP/MES** approved list for the area in which the work lies, and within whose financial category the estimated amount would fall, may tender/bid but in case of term contracts, contractors of categories SS to E may tender/bid. In case, where the tender amount is in excess of the financial limit of the consultant and the Accepting Officer decides to accept the tender/bid, in which event the tenderer/bidder would be required to lodge Additional Security Deposit as notified by the Accepting officer in terms of Conditions of contract. Contractor whose names are on the DGNP/MES approved list and who have deposited Standing Security and have executed Standing Security Bond may also tender/bid without depositing Earnest Money along with the tender/bid submitted by such a tenderer/bidder is accepted, the contractor will be required to lodge with the controller of defence accounts concerned the amount of 'Individual security deposit' within thirty days of the receipt by him of notification of acceptance of his tender/bid, falling with this sum will be recovered from 1<sup>st</sup> RAR payment or from the first final bill. In the case of term/running contracts, remaining sum shall be recovered from subsequent bill(s) of the contractor. Not more than one tender/bid shall be submitted/uploaded by one contractor or one firm of contractor. Under no circumstances will a father and his son[s] or other close relations who have business dealings with one another will be allowed to tender/bid for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
5. The office of the Garrison Engineer(Works)2, Director General Naval Project, Naval Base Post, Visakhapatnam – 530 014 will be the Accepting Officer here-in-after referred to as such for the purpose of this contract.
6. The Technical Bid and Financial Bid (Cover-1 and Cover-2) shall be uploaded by the tenderer/ bidder on or before the date & time mentioned in NIT. A scanned copy of DD with enlistment/approved details/documents shall be uploaded as Cover-1 ('T' bid) of the tender/bid on e-tendering portal. DD is refundable in case T bid is not accepted resulting in non-opening of 'Q' bid. The applicant contractor shall bear the cost of bank charges for procuring and encashing the DD and shall not have any claim from Government whatsoever on this account.

**NOTICE INVITING TENDER (Contd...)**

7. Tender form and conditions of contract and other necessary documents shall be available on [www.defproc.gov.in](http://www.defproc.gov.in) site for download and shall form part of contract agreement in case the tender/bid is accepted.
8. In case of contractor who has not executed the Standing Security Bond, the Cover-1 shall be accompanied with by Earnest Money of amount as mentioned in Appendix 'A' in the form of deposit at call receipt in favour of concerned DGNP (V) (see Appendix 'A' ) by a scheduled Bank or in receipted treasury challan the amount being credited to the revenue deposit of the concerned DGNP(V) (see Appendix 'A').
9. A contractor who is not enlisted for the area in which the work lies but whose name is in the E-in-C approved list and who has deposited standing security and executed standing security Bond may bid without depositing earnest money alongwith the tender, but if the Accepting officer accepts the tender/bid, the consultant will be required to lodge with the Controller of Defence Accounts concerned the amount of 'Individual security deposit; within thirty days of the receipt by him of notification of acceptance of his tender/bid, failing which this sum will be recovered from 1<sup>st</sup> RAR payment or from the first final bill in the case of term/running contracts, remaining sum shall be recovered from subsequent bill(s) of the consultant.
10. A contractor who has executed Standing Security Bond but not corresponding to the appropriate Class as mentioned above, shall lodge with the Accepting Officer, Additional Security Deposit as notified by the Accepting Officer within thirty days of the receipt of his notification of acceptance of his tender/bid, failing which this sum will be recovered from the first RAR payment or from the first Final Bill. In the case of term/running contracts, remaining sum shall be recovered from subsequent bill(s) of the consultant. However, in case where any payment is made to the consultant within thirty days of the receipt by him of notification of acceptance of tender/bid, the amount of additional Security Deposit shall be recovered from such payment.
11. The Garrison Engineer(Works)2 will return the Earnest Money wherever applicable to all unsuccessful tenderers/bidders by endorsing an authority on the deposit-at-Call receipt for its refund, on production by the tenderer, bidder a certificate of the Accepting Officer that a bonafide tender/bid was received and all documents were returned.
12. The Garrison Engineer(Works)2 will either return the Earnest Money to the successful tenderer/bidder by endorsing an authority on the deposit-at-call receipt for its refund on receipt of an appropriate amount of Security Deposit or will retain the same in part or full on account of security deposit if such a transaction is feasible.
13. Copies of the drawings and other document pertaining to the work signed for the purpose of identification by the Accepting Officer or his accredited representative, sample of materials and stores to be supplied by the consultant will also be available for inspection by the tenderer/bidder at the office of Accepting Officer and concerned GE during working hours.
14. The tenderers/bidders are advised to visit the site of work by making prior appointment with GE(Wks) 2 who is also the Executing Agency of the work (see appendix 'A'). The tenderers/bidders are deemed to have full knowledge of all relevant documents, samples, site etc. whether they have inspected them or not.

**NOTICE INVITING TENDER (Contd...)**

15. Any tender/bid which proposes any alteration to any of the conditions laid down or which proposes any other condition or prescription whatsoever, is liable to be rejected.
16. The uploading of bid implies that bidder has read this notice and the Conditions of Contract and has made himself aware of the scope and specification of work to be done and of the conditions and rates at which stores, tools and plants etc will be issued to him and local conditions and other factors having bearing on the execution of the work.
17. Tenderers/ bidders must be in possession of a copy of the MES Standard Schedule of Rates (see Appendix 'A') including amendments and errata thereto.
18. Invitation for e-tender does not constitute any guarantee for validation of 'T' bid and subsequent opening of finance bid of any applicant/bidder, even of approved contractors of appropriate class, merely by virtue of enclosing DD. Accepting Officer reserves the right to reject the 'T' bid and not open the finance bid of any applicant/bidder. 'T' bid validation shall be decided by the Accepting Officer based on, inter alia, capability of the firm as per criteria given in Appx 'A' to this NIT. The applicant contractor/bidder will be informed regarding non-validation of his 'T' bid assigning reasons thereof through the [www.defproc.gov.in](http://www.defproc.gov.in) website. The applicant contractor/bidder if he so desires may appeal to DGNP Visakhapatnam with copy to the Accepting Officer before the scheduled date of opening of Finance Bid. The decision of the Next Higher Engineer Authority (NHEA) i.e. CWE(Works)2,DGNP, Visakhapatnam shall be final and binding. The contractor/bidder shall not be entitled for any compensation whatsoever for rejection of his bid.
19. The Accepting Officer reserves the right to accept a tender submitted by a public Undertaking, giving a price preference over other Tender(s)/bids which may be lower, as are admissible under the Government Policy No claim for any compensation or otherwise shall be admissible from such tenderer/bidder whose tender/bid is rejected.
20. Accepting Officer does not bind himself to accept the lowest or any tender/bid or to give any reason for not doing so.
21. This **Notice Inviting Tender (NIT)** including Appendix 'A'; shall form part of the contract.

Signature of contractor  
Date:

Garrison Engineer(Works)2  
Accepting Officer

APPENDIX 'A' TO NOTICE INVITING TENDER (NIT)

1.	Name of Work	REPAIR/REPLACEMENT OF FLOORING, BRICKWORK, PLASTERING AND OTHER MISC B&R WORKS TO CERTAIN BUILDINGS UNDER DGNP, VISAKHAPATNAM.
2.	Estimated Cost	₹ 9.50 Lakhs
3.	Period of completion	05 months
4.	Cost of tender documents	₹500/- in the shape of DD/Bankers cheque from any schedule Bank in favour of DGNP(V) and payable at Visakhapatnam
5.	Website/portal address	<a href="http://www.defproc.gov.in">www.defproc.gov.in</a>
6.	Type of contract	The tender shall be based on measurement contracts (IAFW-1779-A) and GCC (IAFW-2249) with Schedule 'A' (list of items of work) to be priced by tenderer. The tenderers are required to quote their contract sum/ Price bid
7.	Information & Details:	
	(a) Bid submission start date	Refer Critical dates shown in below
	(b) Last date of bid submission	
	(c) Date of bid opening	
8.	Eligibility Criteria	
	(A) For DGNP(V)/MES enlisted contractors	All contractors enlisted with DGNP(V)/MES in Class 'E' category 'a(i)' shall be considered qualified provided they do not carry adverse remarks in WLR of competent engineering authority.
	(B) For other contractors	<p>(a) The firms not enlisted with DGNP(V)/MES shall meet with enlistment criteria of E class DGNP (V)/MES contractors &amp; category a(i) with regard to having satisfactorily completed requisite value works, annual turnover, Solvency, working capital, Immovable property/fixed assets, T&amp;P Engineering establishment, no recovery outstanding in any Govt. Department, police verification/passport, etc. Enlistment criteria may be seen in para 1.4 of section 1 of part-I of MES Manual on Contracts-2007 (Reprint 2012) as available in all MES formations.</p> <p>(b) These firms shall also submit copy of Police verification from police authority of the area where the registered office of the firm is located/notarized copy of valid passport of proprietor/each partner/each Director.</p> <p>(c) They should not carry adverse remarks in WLR/or any other similar report of any authority.</p>
	(C) For All contractors	Contractor will not be allowed to execute the work by subletting or through power of attorney holder on his behalf to a third party/ another firm except sons/daughters of Proprietor/Partner/ Director and firm's own employees, Director, Project Manager. This shall be subject to certain conditions which will be prescribed in the NOT forming part of the tender documents.
9.	Tender issuing and Accepting Officer	GE(Wks)2
10.	Executing agency	GE (Wks)2
11.	Earnest Money	₹ 19,000/- in the form of Call Deposit Receipt from any Scheduled Bank in favour of DGNP (Visakhapatnam). BGB not acceptable.

**APPENDIX 'A' TO NOTICE INVITING TENDER (Contd....)****NOTES:**

- (a) The Contractor enlisted up to one class below the eligible class may also apply/bid. Application/bids from one class below eligible class applicant may be considered in the event of inadequate response/bids from the applicant of eligible class.
- (b)
  - (i) Application/bids not accompanied by scanned copies of requisite DD/Bankers Cheque towards cost of tender and earnest money (as applicable) shall not be consider for validation of 'T' bid and their finance bids will not be opened.
  - (ii) Tenders/bidders to note that they should ensure that their original DD's and earnest money (as applicable) are received within 05 days of bids submission end date.
  - (iii) In case of applications/bids from approved contractors of E-in-C, where Scanned copies of requisite DD/Bankers cheque towards cost of tender has been uploaded but physical copies are not received by the stipulated date, finance bids will be opened. However non-Submission of Physical copies of cost of tender shall be considered as willful negligence bidder within ulterior motives and such bidder shall be banned from bidding for a period of six months commencing from the date of opening of finance bid.
  - (iv) In case of applications/bids from unapproved contractors, where Scanned copies of requisite DD/Bankers cheque towards cost of tender has been uploaded but physical copies are not received by the stipulated date, finance bids will not be opened. Name of such consultants along with complete address shall be circulated for not opening of their bids for a period of six months commencing from the date of opening of finance bid.
  - (v) In case of applications/bids (approved contractors as well as unapproved contractors) where Scanned copies of requisite Earnest Money (as applicable) were uploaded but the same are not received in Physical from within stipulated time, such bids shall not qualify for opening of finance bids.
- (c) Contractors approved with DGNP(V)/MES will upload following documents for checking eligibility:-
  - (i) Application for bid in Firm's letter head
  - (ii) Enlistment letter
  - (iii) Scanned copy of DD of cost of tender
  - (v) Scanned copies of GST registration and EPF code registration
- (d) Contractors not approved with DGNP(V)/MES will be required to upload necessary documents to prove their eligibility for enlistment in eligible class & category of work, including affidavit for no recovery outstanding. List of documents required for approved in E-in-C has been given in para 1.5 of section 1 of Part 1 of MES Manual on contracts 2007 (reprint 2012). Following documents shall also be uploaded amongst others.
  - (i) Details of three highest valued similar nature of works executed during last five years financial year-wise in tabular form giving name of work, Accepting Officer's details. Viz, Address, Telephone, Fax No. E-mail ID etc, date of acceptance of tender and actual date of completion. This shall be duly signed by proprietor/all partners/authorised Director of Pvt/ Public Ltd, as applicable. It should indicate whether extension was granted or compensation was levied. Attested copy of acceptance letter and completion certificate shall be enclosed of each work. In case performance report has been given by the client same shall also be submitted duly attested.

**APPENDIX 'A' TO NOTICE INVITING TENDER (Contd....)**

- (ii) Solvency certificate and working Capital Certificate issued by scheduled bank as per Annexure No. I.
- (iii) Annual turnover certificate for last 2 years issued by Chartered Accountant along with relevant pages of audited balance sheets in support thereof as per Annexure No. I.
- (iv) Affidavits for possession of movable & immovable properties by proprietor/partner owning the immovable property along with Valuation Certificate from Regd. valuer in support of movable & immovable properties. In case of Limited Company, the immovable property is required to be in the name of the company as per Annexure No. I.
- (v) In addition, the unapproved contractors shall also furnish affidavit on non Judicial stamp paper in the form of hard copy declaring their turnover for last 2 (Two) years.
- (vi) Scanned copy of DD cost of tender and earnest money.
- (e) In case of rejection of technical/ prequalification bid, contractor may appeal to next higher Engineer authority i.e. CWE(Works)2, DGNP, Visakhapatnam against rejection, whose decision shall be final and binding. However contractor/ bidder shall not be entitled to any compensation whatsoever for rejection of technical /prequalification bid.
- (f) The Applicant must be uploading of copy of GST registration, Provident Fund code number, if not in possession of this number shall be disqualified in Technical bid **(Cover No. 1)** evaluation and his price bid **(Cover No. 2)** shall not be opened.

**(g) CRITICAL DATES:**

a)	Publishing date and time of tender document	: 11 Jul 2018 at 1800 Hrs
b)	Clarification start date and time	: 11 Jul 2018 at 1815 Hrs
c)	Clarification end date and time	: 17 Jul 2018 at 1000 Hrs
d)	Pre bid meeting date and time	: Nil
e)	Starting date and time of bid submission <b>(Cover No. 1 &amp; 2)</b>	: 24 Jul 2018 at 1800 Hrs
f)	Closing date and time of bid submission <b>(Cover No. 1 &amp; 2)</b>	: 31 Jul 2018 at 1800 Hrs
g)	Date and Time of bid Opening (Technical Bid i.e <b>Cover No. 1</b> )	: 01 Aug 2018 at 1300 Hrs
h)	Date and time of bid opening (Price Bid i.e <b>Cover No.2</b> )	: Will be intimated online after completion of evaluation of Technical Bid/ Applications <b>(Cover -1)</b>

Signature of Contractor

(Devendra Parihar, IDSE)  
EE(SG), GE(Wks)2  
Accepting officer

File No. DG/8944/ /GE(Wks)2  
Dated : Jul 2018  
Office of GE(Wks)2  
Director General Naval Project  
Naval Base Post, Visakhapatnam – 530 014

**APPENDIX 'A' TO NOTICE INVITING TENDER (Contd....)**

Annexure No. I

**ELIGIBILITY CRITERIA FOR UNAPPROVED CONTRACTORS****1. PAST EXPERIENCE OF COMPLETED WORKS IN LAST FIVE YEARS AND/ OR TURNOVER AS APLICABLE: (As per CVC guidelines issued vide office memorandum No 12-02-1-CTE-6 dated 17 Dec 2002)**

- (i) Average annual financial turnover during last three consecutive years, ending 31 Mar of the previous financial year, shall not less than Rs. 10.00 Lakhs.
- (ii) Experience of having successfully completed similar works during last 5 years ending last day of month previous to the one in which applications are invited shall be either of the following.
  - (a) Three similar completed works costing not less than Rs. 4.00 Lakhs.  
or
  - (b) Two similar completed works costing not less than Rs. 5.00 Lakhs.  
or
  - (c) One similar completed works costing not less than Rs. 8.00 Lakhs.

**Note** : Definition of Similar works means "Repair/replacement of flooring, brickwork, plastering and other misc B&R works to certain buildings under DGNP, Visakhapatnam".

**2. FINANCIAL SOUNDNESS (Certificate from Nationalised / Scheduled Bank. On requisite specimen to be furnished. Proforma of these documents is given below):**

- (i) Firm shall be solvent upto Rs.10.00 Lakhs or financially sound for engagement of upto Rs.10.00 Lakhs.
- (ii) Firm shall have working capital not less than Rs. 05 Lakhs.
- (iii) To arrive at the value of similar work completed to the present value, escalation @ 5 % per annum for each completed year from the actual completion date (as mentioned in the completion certificate) on the actual value of work completed at SI (a), (b) & (c) may be added. The value so arrived shall be compared with the above mentioned requirement for the purpose of pre-qualification.
- (iv) The firm should have organizational setup, past experience and have reputation in the market as contractor having construction experience. The firm should have all requisite equipment for construction. The firm shall submit documents towards experience of having executed such similar works, response to completion of defects rectification and no contractual disputes in last two years.
- (v) No joint venture, no consortium partners shall be permitted to participate in the tender.
- (vi) The bidder should have carried out qualifying work completed by their firm and not through any other agency firm of joint venture.

**APPENDIX 'A' TO NOTICE INVITING TENDER (Contd....)**

Annexure No. I (Contd...)

- (vii) The bidder should be Indian Engineer consulting firm with no foreign association. Involvement of any for foreign nationals or associates is strictly not permitted.
  - (viii) The consultant shall submit constitution and legal status of the firm ie proprietorship/ partnership/Ltd concern duly supported with copy of document.
  - (ix) The firm should not banned/black listed in any Defence/Govt work.
3. **ENGINEERING ESTABLISHMENT:**
- (a) The firm should have employed one graduate civil engineer, from a government recognized institution.
  - or
  - (b) The firm should have employed one diploma civil engineer, from a government recognized institution with minimum experience of 02 years.

Above documents shall be in affidavit form duly self attested and notarized.

**FORM OF SOLVENCY CERTIFICATE FROM A NATIONALISED / SCHEDULED BANK**Bank Address and code

This is certified that to the best of our knowledge and information that M/s /Shri /Smt \_\_\_\_\_ having address \_\_\_\_\_, a customer of our bank are/is respectable and can be considered solvent upto Rs. \_\_\_\_\_ (Rupees\_\_\_\_\_ ) / financially sound for any engagement upto Rs. \_\_\_\_\_ (Rupees\_\_\_\_\_ ). This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Place:

Date:

Signature of Bank Manager  
(Name, Designation, personal code No.  
of Signatory & Seal of Bank)

**Note:** In case of partnership firm, certificate to include names of all partners as per record with bank.



**APPENDIX 'A' TO NOTICE INVITING TENDER (Contd....)**

Annexure No. I (Contd...)

**FORM OF WORKING CAPITAL CERTIFICATE FROM A NATIONALISED /  
SCHEDULED BANK**Bank Address and code

This is certified that M/s /Shri /Smt \_\_\_\_\_ having address \_\_\_\_\_, has/ have maintaining a saving bank account/ current/ fixed deposit account with this branch of bank since \_\_\_\_\_ and an amount not less than Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) has been available to the credit in his/ her/ their account Nos. \_\_\_\_\_ for the last three months.

The Firm is enjoying overdraft/ credit facility upto limit of Rs. \_\_\_\_\_.

Place:

Signature of Bank Manager

Date:

(Name, Designation, personal code No. of Signatory &amp; Seal of Bank)

**Note:** Please forward above documents issued by your Bankers in original to be received in the office of DGNP(V) within 05 days of opening date and time of Technical Bid (Cover No. 1). Above certificates shall not older than 6 months as on closing date of Bid submission. Signatory shall endorse his rubber seal, indicate his name & bank employee number, Bank address particulars like full address, telephone & fax number.

4. **LIMIT OF MINIMUM RESERVES/ TOTAL OF MOVABLE OR IMMOVABLE PROPERTY OR FIXED ASSETS (IN CASE OF COMPANIES) 80% OF MINIMUM RESERVES/ ASSETS SHALL BE IN SHAPE OF IMMOVABLE PROPERTY):**

Rs. 08.00 Lakhs.

Fixed Assets

- (i) Please forward affidavits on no Judicial stamp paper of Rs. 100/- each duly notarized and supported by copies of present valuation certificates for both immovable and movable property separately. It should also indicate that immovable property is free from mortgage, hypothecation or any other disputes and encumbrances and clearly belongs to consultant and shall not be sold, transferred, gifted or otherwise disposed off without prior information to this office.
- (ii) Immovable assets value indicated shall be supported by valuation certificate from Govt. registered valuer.
- (iii) Movable assets like Scooter/ Car etc., or NSC's / fixed deposits etc. shall be supported by certified photocopies of updated RC books, valid current insurance papers, NSC's/Fixed deposits & valuation certificate from Govt. approved valuer as applicable.

(Affidavit to this effect containing stipulations mentioned above shall be furnished along with valuation report from Govt. approved valuer)

**APPENDIX 'A' TO NOTICE INVITING TENDER (Contd....)**

Annexure No. I (Contd...)

5. POLICE VERIFICATION: Copy of police verification certificate of proprietor/ All partners/ all directors from police authority of the area where registered office is located. Alternatively notarized copy of valid passport of proprietor/ each partners/ each director can be submitted.
6. CERTIFICATE REGARDING NO RECOVERY OUTSTANDING IN ANY GOVT DEPARTMENT: Affidavit to this effect shall be furnished.
7. Organization of Firm: Documents regarding Proprietorship/ Partnership/ Private Limited concern to be submitted. Also affidavit regarding no sister concern in MES (Military Engineer Services) and no near relative in MES to be furnished.
8. Particulars of works completed in other Govt Department during last five years giving designation and full address of the office under whom works executed as per proforma appended below submitted:-

SI No	CA No	Name of work	Amount of contract	Formation Viz CE, CWE, GE or officer of other Deptt. (Fax No. /email address/ address with pin code)	Date of commencement	Original date of completion	Actual date of completion	Remarks
1	2	3	4	5	6	7	8	9

9. The capability of contractor as indicated in quarterly work load return of the Department shall be also verified/ checked.
10. DSC used by the tenderer shall be issued on behalf of the applicant firm.

(Devendra Parihar, IDSE)  
 EE(SG), GE(Wks)2  
 Accepting Officer