



Government of India
Department of Atomic Energy
Bhabha Atomic Research Centre Facilities
PRPD, Kalpakkam



NOTICE INVITING E-TENDER (RT)

NIT No. BARC/ PRPD/NF-HCM /K- 2919 /2023

Head, PRPD, BARCF, Kalpakkam – 603102, Tamil Nadu on behalf of the President of India invites online item rate tender (in two parts), from the contractors who have carried out similar works and technically & financially sound for the work "Annual Landscape and Cosmetic maintenance at PRPD, Kalpakkam for the year 2024-25". The details are as mentioned below.

PART-A: INSTRUCTIONS AND INFORMATION

| I | General Information |
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| 1. | The intending bidder must read the terms and conditions of the tender documents. He should only submit bids if he consider himself eligible and he is in possession of all documents required. |
| 2. | The information and instruction for bidders along with technical bid and financial bids etc. are posted on website shall form part of the bid document |
| 3. | It is mandatory for all the applicants / Bidders to have class-III digital signature certificate from any of the licensed Certifying Agency to participate in e-tendering. |
| II | Registration in CPP Portal (For new bidders) |
| 1. | Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) by clicking on the link " Online bidder Enrolment " on the CPP Portal which is free of charge. |
| 2. | As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts. |
| 3. | Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal. |
| 4. | Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/nCode / eMudhra etc.), with their profile. |
| 5. | Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse |
| 6. | Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token. |
| 7. | The applicants, who have already obtained such valid user ID & password from https://eprocure.gov.in , for any other project of BARC / DAE/ Any Govt project, need not obtain fresh user ID & password for the purpose of participation in the present tender. |
| III | Searching For Tender Documents (For new bidders) |
| 1. | There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the |

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| | bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal. |
| 2. | Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e- mail in case there is any corrigendum issued to the tender document. |
| 3. | The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk. |
| IV | Preparation & Submission of Bids |
| 1. | Bids shall be submitted online only at CPPP website : https://eprocure.gov.in/eprocure/app |
| 2. | Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues. |
| 3. | The NIT & tender document consisting of drawings, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website https://eprocure.gov.in/eprocure/app . Also NIT can be viewed from www.igcar.gov.in . |
| 4. | The bid can only be submitted after uploading the mandatory scanned documents such as Demand Draft or Pay order of any Scheduled Bank towards cost of tender document and EMD in favor of "AAO, PRPD, BARCF", payable at KALPAKKAM and other documents as specified. |
| 5. | The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document. |
| 6. | Bidder has to select the payment option as "offline" to pay the EMD as applicable and enter details of the instrument (where ever applicable). |
| 7. | Bidder should prepare the EMD as per the instructions specified in the tender document. The original shall be send by post/courier/to be submitted in person to the concerned official latest by the last date of bid submission or as specified in the tender documents. The details of EMD physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected. |
| 8. | The tenderers are advised to submit the hard copies of EMD and other documents etc. well in advance to the Tender Inviting Authority, so that it should reach on or before the due date and time. Delay in receipt of hard copies due to security restriction, postal delay or delay due to any other reasons etc. shall not be accepted and tender shall be rejected forthwith. If the bids are withdrawn or modified during the period of validity, EMD submitted by the bidder shall be forfeited to Government of India. |
| 9. | The agency shall download the pre bid clarification if any for the work and upload the same (scanned copy) duly signed and sealed. The revised documents (if any) shall be uploaded in CPPP portal. |
| 10. | Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard Bill of Quantities (BOQ) format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the SKY BLUE coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected. |
| 11. | Bid documents may be scanned with 100 dpi with colour option which helps in reducing size of the scanned document. |

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| 12. | The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission. |
| 13. | Submission of the tender documents after the due date and time (including extended period) shall not be permitted. Time being displayed on e-tendering/ Central Public Procurement portal shall be final and binding on bidders. |
| 14. | All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers. |
| 15. | The uploaded tender documents become readable only after the tender opening by the authorized bid openers. |
| 16. | Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details. |
| 17. | The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings. |
| 18. | Intending Bidders are advised to visit this website regularly till closing date of submission to keep themselves updated as any change/ modification in the tender will be intimated through this website only by corrigendum / addendum/ amendment. |
| 19. | After submission of the bid / document the bidder can re-submit revised bid/document any number of times but before last time and date of submission of bid/document as notified. |
| 20. | In the case of bids in two / three stage system and if it is desired to submit revised financial bid then it shall be mandatory to submit revised financial bid. If not submitted then the bid submitted earlier shall become invalid. |
| 21. | Tenderers are advised to upload their documents well in advance, to avoid last minute rush on the server or complications in uploading. PRPD, BARCF in any case, shall not be held responsible for any type of difficulties during uploading the documents including server and technical problems whatsoever. |
| VI | Assistance To Bidders |
| 1. | Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) by clicking on the link " Online bidder Enrolment " on the CPP Portal which is free of charge. In order to participate in online e-tendering process, it is mandatory for the applicants to have user ID & password to get access to the website https://eprocure.gov.in/eprocure/app . For assistance/clarifications, please contact a) 24x7 CPP Portal Helpdesk - 0120-4001 002, 0120-4001 005, 0120-6277 787 b) Local Helpdesk for DAE - Shri. Bhushan / Shri. Mayur at 022 25487480 c) email at support-eproc@nic.in |

PART-B: NIT DETAILS

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| 1 | NIT No. | BARC/ PRPD/NF-HCM /K- 2919 /2023 |
| 2 | Name of work | Annual Landscape and Cosmetic maintenance at PRPD, Kalpakkam for the year 2024-25. |
| 3 | Estimated cost | ₹60,80,000/- (Rupees Fifty Six Lakhs Eighty Thousand Only) |
| 4 | EMD (2% of estimated cost) | Earnest Money of ₹1,21,600/- in original to be submitted preferably in the form of Fixed Deposit Receipt (FDR) /Demand Draft / Banker's Cheque / Pay Order issued by a scheduled Bank in favour of Assistant Accounts Officer (AAO), PRPD, BARCF payable at Kalpakkam. EMD in the form of cheque/cash will not be accepted. |
| 5 | Completion period | 12 (Twelve) Months |
| 6 | Tender Processing Fee | Nil |
| 7. | Security Deposit | 2.5% of tendered value. |
| 8 | Performance Guarantee | 3% of tendered value. |
| 9 | Tender Publishing Date | 19.02.2024 |
| 10 | Document Download / Sale Start Date | From 20.02.2024 (11.00 hrs.) https://eprocure.gov.in/eprocure/app |
| 11 | Seek Clarification Start Date | Queries (if any) to be uploaded on website https://eprocure.gov.in/eprocure/app 21.02.2024(10:00hrs) |
| 12 | Seek Clarification End Date | 04.03.2024 |
| 13 | Bid Submission Start Date | 21.02.2024 |
| 14 | Bid Submission & sale Closing Date | 06.03.2024 (14.00 hrs.) |
| 15 | Last date for submission of original EMD | On or before 11.03.2024 (15:00) in Room No.213, Building No.02, PRPD, BARCF, Kalpakkam. |
| 16 | Date and time of online opening of Technical bid. | 12.03.2024 (15:30 hrs.) in the Office of Accounts, PRPD, BARCF, Kalpakkam |
| 17 | Date of opening of Financial Bids | Will be notified at a later date |
| 18 | For any clarification regarding tender may contact | OIC-NF, PRPD, BARC (Ph. No.- 044-27480500 - Extn: 47660 / 47767 or 044-27480270); Email: csmrsag@igcar.gov.in ; rentiway@igcar.gov.in , |

PART-C: REQUIREMENTS AND ELIGIBILITY CRITERIA

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| 1. | Contractors who fulfill the following requirements shall ONLY be eligible to apply. (The firm shall be registered in India & Joint ventures are not accepted). |
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| 2. | <p>Should have satisfactorily completed similar works in India during the last seven years ending previous day of last date of submission of tenders. For this purpose, cost of work shall mean gross value the completed work including cost of material supplied by the Government/Client but excluding those supplied free of cost. This should be certified by an officer not below the rank of Executive Engineer / Project Manager or equivalent.</p> <p>Completed three similar works each costing not less than 40% of estimated cost</p> <p style="text-align: center;">or</p> <p>Completed two similar works each costing not less than 60% of estimated cost,</p> <p style="text-align: center;">or</p> <p>Completed one similar work costing not less than 80% of estimated cost.</p> <p>Important Notes:</p> <p>i) Similar work shall mean: 'Maintenance works in Industrial Premises' In addition, Contractor shall have experience in Horticultural/cosmetic maintenance work.</p> <p>ii) Cost of works shall mean gross value of the completed work including the cost of materials supplied by the Client, but excluding those supplied free of cost. The value of executed works shall be brought to the current costing level by enhancing the actual value of work at a simple rate of 7% per annum; calculated from the date of completion to the last date of receipt of applications for tender.</p> <p>iii) Similar work carried out either by works contract or purchase contract will be considered.</p> <p>iv) TDS Certificate for proof of value of work executed for various clients.</p> |
| 3. | <p>Should have had average annual financial turn over (gross) of 100% of estimated cost during the immediate last 3 consecutive financial year ending 31st March, 2023. (Scanned copy of Certificate from CA to be uploaded). Year in which no turnover is shown would also be considered for working out the average.</p> |
| 4. | <p>Should not have incurred any loss in more than two years during the last five years ending 31st March, 2023. Duly certified by the licensed CA.</p> |
| 5. | <p>Should have latest Solvency Certificate of 40% of estimated cost from scheduled bank.</p> |
| 6. | <p>The bidder should be "Class-I / II Local Supplier" as defined in Public Procurement (Preference to Make in India), Order-2017, Order No."P-45021/2/2017-B.E.-II, Revision, dated 16/09/2020 and as amended from time to time. An undertaking to this effect should be provided.</p> |
| 7. | <p>Compliance of Eligible Source Countries notification issued by Govt. of India vide F. No 6/18/2019-PPD dtd 23.07.2020 regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries. Form of certificate on bidder letter head to this effect shall be submitted.</p> |
| 8. | <p>The bidding capacity of the contractor should be equal to or more than the estimated cost of the work put to tender. The bidding capacity shall be worked out by the following formula: Bidding Capacity = {[A x N x 2] – B} Where, A= Maximum turn over in construction works executed in any one year during the last five years taking into account the completed as well as works in progress. The value of completed works shall be brought to current costing level by enhancing at a simple rate of 7% per annum.</p> |

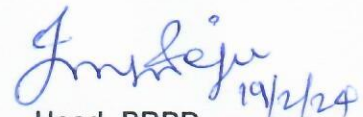
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| | <p>N= Number of years prescribed for completion of work for which bids has been invited.</p> <p>B = Value of existing commitments and ongoing works to be completed during the period of completion of work for which bids have been invited.</p> |
| 9. | <p>Contractor shall furnish declaration that he has not been debarred from tendering by any authority / agency. (Scanned copy of the declaration duly signed & sealed on letter head of the bidder to be uploaded at the time of submission of bid). If any such case known to the department at later stage, the contractor will be disqualified / Rejected / Terminated. In case if a bidder is debarred by any Government agency for bidding as on closing date of submission of this tender, then the bid is liable to be rejected.</p> |
| 10. | <p>The intending bidder must read the terms and conditions as per "CPWD General Conditions of Contract - 2014" carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.</p> <p>Department reserves the right of Non-consideration of Tender documents of the agencies who are not fulfilling the NIT stipulations and / or having adverse report on the works carried out by them in the past.</p> |
| 11. | <p>UNDERTAKING: -I/We undertake and confirm that eligible similar works(s) has/have not been executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding in PRPD, BARCF in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Performance Guarantee.</p> <p>(Scanned copy to be uploaded at the time of submission of tender.)</p> |
| 12. | <p>Tender will be kept valid for 90 (Ninety) days from the Last date of closing of online submission of tenders.</p> |
| 13. | <p>Proof of registration if any with Government / Semi Government organizations like CPWD, MES, BSNL, Railways, State PWDs, Private Firms etc. in appropriate class OR having experience in execution of similar nature of works as additional information.</p> <p>The applicant may furnish any additional information which they think necessary to establish their capabilities to successfully complete the envisaged work. No information shall be entertained after last date of online submission of tenders unless it is called by the competent authority.</p> |
| 14. | <p>Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them (if required), through a Technical Evaluation Committee, constituted by PRPD.</p> <p>If any information furnished by the applicant is found incorrect at a later stage, they shall be liable to be debarred from tendering /taking up of work in BARCF/PRPD. PRPD/BARCF reserves the right to verify the particulars furnished by the applicant independently and reject any application without assigning any reason and to restrict the list of pre-qualified agencies to any number deemed suitable in case too many applications are received satisfying the laid down Pre-qualification criteria..</p> |
| <p>Information on compliance after awarding the contract</p> | |
| 15. | <p>Successful Tenderer will be issued Letter of Intent/Letter of Acceptance/Work Order (LOI/LOA/WO) to deposit an amount equal to 3% of the tendered value of the contract as irrevocable performance guarantee in the form of Bank Guarantee from any of the schedule bank or by Demand Draft / Fixed Deposit Receipt (DD/FDR) from SBI/Canara Bank drawn in favour of AAO, PRPD, BARC Facilities, Kalpakkam and payable at Kalpakkam within a period of 15 days from the date of issue of Letter of Intent.</p> |

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| | If the successful tenderer, fails to furnish the prescribed performance guarantee on or before stipulated date, PRPD shall without prejudice to any other right or remedy, forfeit the Earnest Money Deposit absolutely to the President automatically without any notice. |
| 16. | In addition to the above, the successful tenderer is required to remit Security Deposit amounting to 2.5% of the tendered value which shall be deducted @ 5% of the gross amount of bill from each running bill as well as final bill till total security deposit is recovered. |
| 17. | Deduction: IT@2% and TDS @2% under GST shall be deducted from each bill and deducted value will be remitted to the concern tax authorities. Any other taxes /cess as per Government directives shall be deducted from each bill paid to the contractor, from time to time. |
| 18. | The contractor shall comply with provisions of Contract labour act -1970, Workmen's compensation act 1923, Minimum wages Act 1948, EPF Act, Gratuity Act and other labour laws as applicable. The contractor should intimate the maximum number of labourers employed / likely to be employed by him to the Engineer in Charge, before commencement of the work. In case the Contract labour act does not apply to the firm, it shall be intimated the Engineer in Charge before commencing the work. All the workers are to be paid applicable minimum wages and payment is to be made through Bank. The EPF & ESI contributions for all the workers on the part of employer in respect of this contract as applicable shall be borne by the contractor. Records with respect to wages, PF, insurance, etc. of the workers shall be maintained & produced on demand for verification. In case of any failure to comply with these above provisions, department shall be entitled to recover the same from the bills. |
| 19. | The contractor shall be responsible for the strict observance and implementation of all the safety precautions & procedures and house-keeping practices. The contractor shall comply with all the instructions given by the Engineer from time to time on these aspects in this regard. |
| Note: Department reserves the right to accept or reject any application(s), without assigning any reason thereof. The applications with any condition shall be rejected forthwith. | |

PART-D: MANDATORY DOCUMENTS TO BE UPLOADED

(Scanned copy of original certificates to be uploaded)

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| 1 | Summary of Financial Turn Over and Profit & Loss statement certified by licensed CA for last 5 financial years (colour scanned copy) . |
| 2 | Latest Bank Solvency Certificate (<i>colour scanned copy</i>) & should not be older than one year from the date of opening of tender or should have the validity. |
| 3 | List of similar works completed in last 7 years indicating & List of work in hand 1. Agency for whom executed 2. Value of Work 3. Stipulated time of completion 4. Actual time of completion. |
| 4 | Certificates of Work Experience / Performance Certificates / Completion certificates. |
| 5 | List of Staff, Structure & Organization. |
| 6 | List of Machinery, Tools & Tackles |
| 7 | Bidding Capacity |
| 8 | Certificates: |
| | i. Registration certificate, if any |
| | ii. WO/Purchase Order copies & Certificates of Work Experience / Performance Certificates |
| | iii. Certificate of Registration for GST |
| | iv. PAN (Permanent Account Number) Card |
| | v. Registration with EPFO and ESIC |
| 9 | Undertaking that the eligible similar work(s) have not been executed through another contractor on back to back basis |
| 10 | Undertaking for (a) having gone through the documents as per Technical Bid. and (b) downloaded the Pre-bid clarifications |
| 11 | Minimum wages declaration signed by the contractor on their letter head |


Head, PRPD

For & on behalf of the President of India.