

Notice Invitation e-Tender

JMI/BD/ E- NIT/No.12/2021-22

July 30, 2021

Online tenders in two bid system on **percentage rates basis** (rate should be quoted in words as well as in figures) are invited from **Specialized Agencies** who have experience of Construction of Gate work for **“Construction of basic structure of Centenary Gate (Phase-I), Jamia Millia Islamia.”** Manual bids shall not be accepted.

1. Tender documents may be downloaded from CPPP site <https://eprocure.gov.in/eprocure/app> as per the schedule as given in as under.

CRITICAL DATE SHEET

Publishing Date	30.07.2021 (5.00 PM)
Bid Documents Download / Sale Start Date	30.07.2021 (5.00 PM)
Estimated Cost	61,30,746/-
Completion time	120 Days
Bid Submission start date	30.07.2021 (5.00 PM)
Bid Submission end date	14.08.2021 (5.00 PM)
Last date for submission of DD for tender fee & EMD	16.08.2021 (5.00 PM)
Bid Opening date	17.08.2021 (11.30 AM)

Cost and Earnest Money

Tender Fee/Cost	Rs. 1000/- (non- refundable & non-transferable)
Earnest Money	Rs. 1,22,700/-

2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>. Bidder/Contractors are advised to follow the instructions provided in the ‘Instructions to the contractors/Bidder for the e-submission of the bids online through the Central public Procurement Portal for e procurement at <https://eprocure.gov.in/eprocure/app>’. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned documents.
3. Tender fee & Earnest money Deposit (EMD) both separately in the shape of Bank draft drawn in favour of Registrar, Jamia Millia Islamia, New Delhi valid for a period of ninety (90) days from the date of submission of application for tender on any scheduled bank payable at New Delhi.

The Hard copy of original instruments in respect of Tender fee and Earnest Money must be delivered to Tender Cell, Building & Construction Department, Jamia Millia Islamia, New Delhi after bid submission and before opening of Technical bid date / time as mentioned in critical date sheet. Tender shall be rejected for non-submission of original payment instruments in shape DD, against the bid. Office of the Professor In-Charge will be opened during Jamia working days upto 4:00 PM.

- i) EMDs of remaining Bidders, except of the first Bidder (L1) shall be returned with in a period of 30 Days from the date of opening of the Bid.

- ii) No interest shall be paid on EMD.
 - iii) **Online bid documents submitted by intending bidders shall be opened only of those bidders, who has scanned and uploaded copy of Earnest Money Deposited and tender cost along with bid.**
 - iv) EMD shall be forfeited, in any of the following cases:
 - The Bidder withdraws its Proposal after the opening of the financial bid.
 - The Successful Bidder fails to accept LOA within the stipulated period.
 - The Successful Bidder fails to submit the performance Guarantee within the stipulated period and sign the Agreement.
4. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstances will father and his son(s) or other close relation who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tender of both parties liable to rejection.
 5. Bidder who has downloaded the tender from the Central Public Procurement Portal (CPPP) website: <https://eprocure.gov.in/eprocure/app>, <https://eprocure.gov.in/eprocure/app> shall not temper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tempered /modified in any manner, tender will be completely rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with JMIU.
 6. Bidder must have successfully completed at least three similar works (**similar work shall mean: Construction of Gate Work. Please refer the attached drawing for reference**) each costing not less than the amount equal to 40% of the estimated cost, or have completed two similar works each costing not less than the amount equal to 60% of the estimated cost or have completed one similar work costing not less than the amount equal to 80% of the estimated cost of the work for which the tender is to be invited, during last seven years.
 7. *The Successful bidder (L-1) shall make arrangements to cordon off the site using profile sheets and other safety precautions without charging any extra cost.*
 8. Bids will be opened as per date/time as mentioned in the Tender Critical Date Sheet. After online opening of Technical-Bid the results of their qualification as well as schedule of Price-Bid opening will be intimated later. Jamia Millia Islamia reserves the right to reject the lowest tender, any other tender or all the tenders without assigning any reason.

Executive Engineer

Professor in-Charge

Copy to:

- 1 Registrar, Jamia Millia Islamia,
- 2 Finance Officer, JMI.
- 3 IAO, F & A Office, JMI
- 4 Prof. In-charge- Building & Construction Department, JMI,
- 5 Executive Engineer - Building & Construction Department, JMI,
- 6 AEE(C)- III - Building & Construction Department, JMI,
- 7 Jamia Web Site- <http://www.jmi.ac.in>

Eligibility Requirements:-

1. The **Specialized Agencies** who have experience of Construction of Gate work.
2. The bidder should not be black listed from any authorities.
3. The bidder should have the following documents:
 - i) PAN Number
 - ii) Previous year Income Tax Return / Clearance
 - iii) TIN Number / GST Registration
 - iv) Latest ITR
 - v) ESIC Registration
 - vi) EPFO Registration
 - vii) Power of attorney / Authority letter in case person other than the bidder has signed the Tender documents.
4. Technical bid, price bid and undertaking form should be duly filled in and signed.
5. The bidder should upload the signed and scanned copies of all the documents during online bid submission.
6. The bidder/ contractor should submit the Tender fee and Earnest Money Deposit as per the details given in the NIT.
7. The bidder/ contractor should submit the Performance Certificate of successfully completed works in last seven years as per the details given in the NIT.
8. Tender acceptance letter duly filled by the Bidder.

PRICE BID

- (a) Price bid undertaking
- (b) Schedule of price bid in the form of BOQ_XXXX .xls

PRICE BID UNDERTAKING

From: (Full name and address of the Bidder)

To,

Dear Sir/Madam,

1. I submit the Price bid for _____ and related activities as envisaged in the Bid document.
2. I have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them. __
3. I offer to work at the rates as indicated in the price Bid, BOQ inclusive of all applicable taxes.
4. I / we are not blacklisted in any authorities/ Department.

Yours Faithfully
Signature of the Authorized Representative

Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 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 Enrollment**” 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 II or 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.

SEARCHING FOR TENDER DOCUMENTS

- 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 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.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) 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.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee and EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, 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.
- 5) 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 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 white 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.
- 6) 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.
- 7) 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 openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (ie 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.
- 9) 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.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Number: 0120-4200462, 0120-4001002,

Mobile Number: 91 8826246593,

In Office Hours: 8804377070

E-Mail: support-eproc[at]nic[dot]in

- 3) For Tender related Query may please contact:
Tel: 26981717#1605, 1604

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date:

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like NIT, Agreement, schedule(s), etc .), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. The corrigendum(s) issued from time to time by your department/ organization has also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.

5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)

