

NATIONAL CENTRE FOR BIOLOGICAL SCIENCES
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Tender Notice No.: NCBS/Electrical/E-in-C/Tr-149/2020 Dated 07.02.2020

1. Separate sealed item rate tenders are invited on behalf of the Center Director, NCBS and will be received in the Office of the Head/SE&M (080 – 23666430) from Contractors who have executed works of similar nature and magnitude, for the following work:

NAME OF WORK:- Annual Maintenance Contract for Electrical installations at C.B Site- NCBS, Yelhanka.	
Estimated Cost: Rs. 24.00 Lakhs	E.M.D. Rs. 48,000/-
Performance Guarantee: 5% of the tendered value	Security Deposit: 2.5% of the tendered value
Date of Sale: From :10.02.2020 to 20.02.2020	Cost of Tender Documents Rs. 500/- .(Non-refundable)
Date of receipt of tenders and opening of Technical bid: Till 15:00 hours on 27.02.2020 and opening on 27.02.2020 from 15:30 hours	Opening of Price bid: Ref. para 5b of this NIT
Time for completion of work: 12 Months	

2. **Sale of tender documents:** Tender documents consisting of Technical bid and Price bid (to be complied with by the contractor whose tender may be accepted) and other necessary documents pertaining to the work will be open for inspection by the contracting agencies and which can be seen / purchased in the office of Head/SE&M between 10.00 hrs and 16.00 hrs every day, except on Saturdays, Sundays and Public Holidays, on production of the following documents:
3. Experience of having successfully completed works during the last seven years ending previous day of last date of submission of Tenders, the list of similar works completed with value of each work, the addresses of the clients for whom the works were executed should be furnished along with the application for the tender document.

Tender document will be issued only to those who have completed the works as below,

(a) One work of similar nature costing Rs. 19.20 Lakhs (80% of Tendered Amount)

OR

(b) Two works of similar nature costing Rs. 14.40 Lakhs (60% of Tendered Amount)

OR

(c) Three works of similar nature costing Rs. 9.60 Lakhs each (40% of Tendered Amount)

The value of executed works shall be brought to current costing level by enhancing actual the value of work at simple rate of 7% per annum; calculated from the date of completion to the last date of receipt of applications for tender.

Similar Nature of work –

Annual maintenance Contact of Electrical installations

- 4 (a). Tenderer should have a solvency of 40% of the tendered amount i.e. Rs. 9.60 Lakhs. Current year valid solvency certificate taken within last 06 months from any scheduled bank is to be produced.
- (b) Tenderer should have annual financial turnover not less than 100% of the tendered amount during the last three years ending on 31.03.2019.

5. Submission of Tender & Opening:

The tenderers shall be required to submit the bids in two envelopes in sealed cloth lined covers as below:-

Envelope 1 – Technical bid with EMD
Envelope 2 – Financial bid

- a. Envelope 1 should be super scribed with “Technical and Commercial bid” and contain the EMD in the prescribed form, any deviation with respect to SOQ/ Departmental conditions, list of works done and their details etc.
- b. Envelope 2 should contain the financial bid.

All the two envelopes shall be put in another sealed cloth lined cover super scribed with the name of work, NIT number and name of the Tenderer. The envelope - 1 will be opened first, in the presence of intending tenderers, on the due date and time for receipt and opening. (It may be noted that only those covers (Envelope–I) containing EMD in the prescribed form shall be taken for further consideration and all others, without EMD shall be rejected). **Proper evaluation of the technical offers opened will be done with the inspection of works done by Tenderers if required by NCBS committee. The Financial bids of the Tenderers who will be technically qualified only will be informed the date and time of opening of bids.**

Evaluation Criteria: - As per enclosed Annexure – 1

If any tenderer withdraws his tender after the price bid is opened within the validity - period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then the NCBS shall without prejudice to any / or other rights or remedy be at liberty to forfeit 50% (Fifty Percent) of the earnest money absolutely.

Application for tender document not accompanied by the following is liable for rejection of issue of tender document: -

- (i) Proof of experience in execution of similar nature and magnitude of work as indicated at Para above.
- (ii) Latest Bank Solvency certificate from any scheduled banks of Minimum Value (40% of the tendered amount).
- (iii) Performance certificates, GST Number and PAN (Permanent Account Number).
- (iv) Letter of authority in case the application is through authorized person.

6. Tenders are to be on the printed form of the NCBS which can be obtained on payment of the cost of documents as mentioned above by cash, crossed Demand Draft or Bankers cheque, drawn in favour of **NCBS payable** at Bangalore. The Contractors 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 totals given. All corrections shall be attested by the dated initials of the tenderer. The contractors not tendering for this work after the purchase of the tender documents must return the tender documents within 15 days of the due date of receipt of the tender. However, the cost of the tender documents will not be refunded.
7. **Performance guarantee:** The tenderer, whose tender is accepted, will be required to furnish performance guarantee of 5% of the tendered amount within the period specified in Schedule "F". This guarantee shall be in the form of Department's cash receipt (in case guarantee amount is less than Rs.10,000/-) or Deposit at call receipt / Demand Draft / Pay Order / Banker's cheque issued by a Scheduled Bank (in case guarantee amount is less than Rs.1,00,000/-) or Government Securities / Fixed Deposit Receipt (FDR) or Guarantee Bonds of any Scheduled Bank or The State Bank of India in accordance with the prescribed form.
8. **Acceptance of Tender:** The competent authority, on behalf of NCBS who does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all the tenders received, without assignment of any reason. All tenders, in which any of the prescribed condition is not fulfilled or any condition, including that of conditional rebates is put forth by the tenderer, shall be summarily rejected.
9. **Condition for tender submission:** The tenderer shall give a list of officials both Gazetted and non-gazetted employees in NCBS, who are related to him. The contractor shall not be permitted to tender for works in the Department (responsible for award and execution of contracts) in which his near relative is posted as equivalent to Accounts Officer or as an officer in the capacity of grades Scientific Officer "C" and above. He 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 relative to any gazetted officer in the Department of Biotechnology. Any breach of this condition by the contractor would render him liable to be barred from tendering in this Department.

No Engineer of Gazetted rank or other Gazetted Officer employed in Engineering or Administrative duties in an Engineering Department of the Government of India is allowed to work as a contractor for a period of **two** years after his retirement from Government Services, without the previous permission of the Government of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Government of India as aforesaid before submission of the tender or engagement in the contractor's service.

10. **Validity of Tender:** The tender for the work shall remain open for acceptance for a period of **90 days from the date of opening of Technical bid**. If any tenderer withdraws his tender before the said period, or issue of Letter of Intent, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, then the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money absolutely. Further the tenderer shall not be allowed to participate in the re-tendering process of the work.

11. **Site visit by the tenderer before tendering:** Tenderers are advised to inspect and examine the site, Substation, HT yard and the tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
12. **Tender documents & signing of contract:** The Notice Inviting Tender shall form a part of the contract document. The successful tenderer / contractor, on acceptance of his tender by the Accepting Authority, shall, within 15 days from the stipulated date of start of the work, sign the contract consisting of: The Notice Inviting Tender, all the documents including all conditions, specifications, if any, forms the tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
13. **Canvassing, either** directly or indirectly, in connection with the tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
14. Rates quoted by the Contractor in item rate tender in figures and words shall be accurately filled in so that there is no discrepancy in the rates written in figures and words. However, if any discrepancy is found, the rate, which corresponds with the amount worked out by the Contractor, shall be taken as correct.
16. If the amount of an item is not worked out by the Contractor or it does not correspond with the rate written either in figures or words, then the rate quoted by the Contractor in words shall be taken as correct.
17. Where the rates quoted by the Contractor in figures and in words tally but the amount is not worked out correctly the rate quoted by the Contractor will be taken as correct and not the amount.
18. Where the rates are not quoted by the Contractor in words and amount is not worked out or not worked out correctly, the rate quoted by the Contractor in figures will be taken as correct.
19. **IN EVENT NO RATE HAS BEEN QUOTED FOR ANY ITEM(S) LEAVING SPACE BOTH IN FIGURE(S), WORD(S), AND AMOUNT BLANK, IT WILL BE PRESUMED THAT THE CONTRACTOR HAS INCLUDED THE COST OF THIS /THESE ITEM(S) IN OTHER ITEMS AND RATE FOR SUCH ITEM(S) WILL BE CONSIDERED AS ZERO AND WORK WILL BE REQUIRED TO BE EXECUTED ACCORDINGLY.**
20. Pre-bid meeting:- Meeting will be conducted if required well before the date of receipt of tenders. The date and timings of pre –bid meeting will be informed separately.

Sd
Head/SE&M