



भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे

**INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH (IISER) PUNE**  
(An Autonomous Institution of the Ministry of HRD, Govt. of India)

**“CONSTRUCTION OF DINING BLOCK IN THE PREMISES OF IISER-PUNE”**

**NOTICE INVITING TENDER**

# भारतीय विज्ञान शिक्षा एवं अनुसंधान संस्थान पुणे

INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH  
(IISER) PUNE

## SECTION I -NOTICE INVITING TENDER

NIT No. IISER/PUNE/38/2011-2012

- 1 The Project Engineer cum Estate Officer on behalf of the Director IISER Pune invites sealed two parts item rates composite ( Civil, Plumbing & Sanitary, Electrical works, Lifts and Fire protection system etc ) Tenders for the following work from Contractors, who are eligible as per the minimum requirements defined in clause @ & 3 below and who are on approved list of the appropriate class of PSUs or Government department or with large industrial house. Work executed for private body will be considered only if contractor/ firm produces tax deduction at source certificate.

Name of work & Location : Construction of Dining block at IISER Campus, Pune

NIT NUMBER : IISER/PUNE/38/2011-2012

Estimated cost put to tender : **Rs 2965 Lakhs**

Period of completion : **12 ( Twelve ) months** including monsoon period

Cost of tender documents : Rs. 15000/- (Fifteen thousand only) - ( Non – refundable )

Bid security/ EMD : Rs 40 Lakhs

Last Dates & time of sale of Tender : 23/2/2012 upto 4.30 P.M.

Pre bid meeting date & time : 24/2/1012 at 11:00 hours at the office of The Director, IISER Pune, 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008

Last date & time of submission of tender : up to 3.00 PM on 29/2/2012

Time & date of opening of Tender : At 3:30 PM on **29/2/2012**

2. The applicant should be a well established and reputed civil engineering / building contractor of long standing experience of minimum 10 (Ten) years and capability in

the construction of multi -storied building in RCC framed structure fulfilling following requirement will be eligible to apply.

Joint Ventures are not accepted

- a) Should have satisfactorily completed 3 similar works each costing Rs. **11.86 crores** or completed two similar works each costing Rs **14.83 crores** or completed one similar work costing Rs **23.72 crores,** during the last seven years ending 31/1/2012.

This should be certified by an officer not below the rank of Executive Engineer in Govt. Departments and Superintending Engineer/ Chief Project manager or Equivalent in other organizations.

- b) Should have had average financial turnover of Rs **8.90 crores** on construction work during the last three consecutive financial years ending 31<sup>st</sup> March 2011
- c) Should not have incurred any loss in more than two year during the last five year ending **31<sup>st</sup> March 2011.**
- d) Should have **solvency of Rs 11.86 Crores** certified by a Scheduled Bank and obtained not earlier than three months before the date of submission of Bid.

### 3. CONTRACT ELIGIBILITY CRITERIA

Further, the contract eligibility includes the following:

- 3.1 Experience on similar type of completed works executed during the **last seven years;** and details like monetary value, clients, proof of satisfactory completion.  
Similar works means composite works consisting of Civil & sanitary works, internal electrification etc. in under single or different contracts. The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 10% per annum, calculated from the date of completion to the last date of receipt of applications for tenders.
- 3.2 Registration, if any, with specified departments (CPWD, State PWDs, MES, Railways, PSUs etc)/ Organizations, class / type of registration or previous pre- qualification(s) for similar projects.
- 3.3 Documentary evidence of adequate financial standing, Certified by Bankers, Audited Profit & Loss A/c and Balance Sheet, Annual turnover in **last five years,** access to adequate working capital.
- 3.4 Information regarding projects in hand, current orders, regarding litigation, exclusion/expulsion or black listing, if any.
- 3.5 Construction Equipment proposed to be deployed for the project and proof of its availability; equipment proposed to be purchased or leased.
- 3.6 Key personnel available and proposed to be engaged for management and supervision of the Project, their qualifications and experience.
- 3.7 Project planning and quality control procedures to be adopted. Construction

methodology & QA manual to be submitted along with the tender.

- 3.8 Bidders who meet minimum criteria will be qualified only if their available bid capacity is more than the bid value. The bid capacity of the contractor shall be determined by the following formula:

$$\text{Bid Capacity} = (A \times N \times 2) - B$$

Where,

'A' = maximum value of works executed in any one year during last five years

'B' = Value of existing commitments and ongoing works to be completed in the next 'N' years

'N' = Number of years prescribed for completion of the subject contract

- 3.9 Bidders not meeting the minimum eligibility criteria shall be summarily rejected.

- 4 The time allowed for carrying out the work will be 12 ( Twelve ) months including monsoon period from the date of start as defined in schedule 'F' or from the first date of handing over of the site, whichever is later, in accordance with the phasing, if any, indicated in the tender

- 5 The bid shall be submitted in the original bid document (as issued by the IISER, Pune) super scribing the name of work as specified below clause 6.

## 6 **Submission of Bid Documents**

- 6.1 The bid submitted by the Bidder shall comprise the following:

- a) Documents in support of Minimum requirements as per Para 3
- b) Bid Security
- c) Information in Formats, as specified as per Annexure 1.
- d) Priced Bill of Quantities

and any other information required to be completed and submitted by Bidders in accordance with these instructions.

The Bidder shall submit the above documents as below,

### A) **Part I – Technical Bid**

Envelope 1

- Sections I to VII
- Documents in support of Minimum requirements as per Para 3.
- Information as per Annexure 1

Envelope 2

- Bid security,

B) **Part II – Commercial Bid**

Envelope 3

- Priced bill of quantities

All the envelopes should be sealed & super scribed separately with appropriate Envelope number and heading as defined above.

- 7 Director, Indian Institute of Science Education & Research, Pune shall be the "Accepting Authority" hereinafter referred to as such for the purpose of this Contract.
- 8 Bidding documents may be purchased from the office of **The Director, IISER Pune, 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008** from **16/2/2012 to 23/2/1012** between 10.00 Am to 4.30pm by paying a non-refundable fee of Rs.15000/- in the form of pay order or Demand Draft on any Scheduled Commercial bank payable at Pune in favour of The Director, IISER Pune. Interested Bidders may obtain further information at the same address. Sale of the documents will be only to bidders who satisfy the eligibility criteria.
- 9 Bids must be accompanied by bid-security (Earnest Money Deposit) amount specified for the work in clause 10 payable at Pune and drawn in favour of The Director; IISER Pune Bid Security shall have to be valid for 90 days beyond the validity of the bid.
- 10 **Bid Security,**
- 10.1 The bid shall be accompanied by bid security amount of Rs 40 **Lakh**. The bid security amount may be paid in any one of the following forms:
- a) Deposit at call receipt of a Scheduled Bank Guaranteed by RBI, duly pledged in favour of The Director, IISER Pune payable at Pune.
  - b) Demand draft of any Scheduled Bank, drawn in Favour of the The Director, IISER Pune payable at Pune.
  - c) A part of earnest money is acceptable in the form of bank guarantee also.  
In such case, 50% of earnest money or Rs. 20 lakh, whichever is less, will have to be deposited in shape prescribed above, and balance in shape of irrevocable Bank Guarantee from a Scheduled Bank and shall be valid 90 days after the validity of the offer (as per standard proforma attached).
- 10.2 Bid Security of unsuccessful Bidders will be returned to them within 90 days from the date of acceptance of bid of the successful Bidder.
- 10.3 The Bid Security may be forfeited, if

- 
- a) The Bidder withdraws / modifies his Bid or any item thereof after opening of bid.
- b) The successful Bidder fails within the specified time limit to commence the work.
- 11 The document in prescribed form duly completed and signed shall be submitted in a sealed cover. The sealed cover Super-scribed "Tender document for the work of **"CONSTRUCTION OF DINING BLOCK IN THE PREMISES OF IISER-PUNE"**". Bids must be dropped in the box at 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008 on 29/2/2012 between 10:00 hrs to 15:00 hrs. Technical Bid will be opened on the same day at 15.30 hours, in the presence of the Bidders who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be received and opened on the next working day at the same time and venue.
- 12 A pre-bid meeting will be held on 24/2/2012 at 11 00 hours at the office of The Director, IISER Pune, 900, NCL Innovation Park, Dr. Homi Bhabha Road, Pashan, Pune-411 008 to clarify the issues and to answer questions on any matter that may be raised at that stage as stated in Clause 13.
- 13 **Pre-bid meeting**
- 13.1 The Bidder or his officially authorized representative is invited to attend a pre-bid meeting, which will take place as referred in clause 12 of NIT. Bidder/ bidder representative who wish to attend Pre-bid meeting should carry a valid identity proof certifying his designation with said firm.
- 13.2 The purpose of the meeting is to clarify issues and to answer questions on matters that may be raised at that stage.
- 13.3 The Bidder is requested to submit their questions/ queries/ clarifications in writing or by email/ fax to reach the IISER Pune before the meeting. Bidders can send Pre-bid queries on their letter head referring tender number by Speed post on above said address so as to reach IISER Pune or on fax No 020-25908187 or on e-mail address [ysrajput@iiserpune.ac.in](mailto:ysrajput@iiserpune.ac.in) before 24/2/2012 up to 11 00 Hours.
- 13.4 Minutes of the meeting, including the text of the questions raised (without identifying the source of enquiry) and the responses given will be transmitted to all purchasers of the bidding documents. Any modification of the bidding documents which may become necessary as a result of the pre-bid meeting shall be made by the IISER, Pune and shall form part of bidding documents.
- 14 **Cost of Bidding**
- 14.1 The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the IISER, Pune will in no case be responsible and liable for these costs.
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**15 Site visit**

- 15.1 The Bidder should inform the IISER in advance about the proposed site visit.
- 15.2 The Bidder, at his own responsibility and risk is encouraged to visit, inspect and survey the Site and its surroundings and satisfy himself before submitting his bid as to the form and nature of the Site, the means of access to the Site, the accommodation he may require, etc.
- 15.3 In general, Bidders shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. A Bidder shall be deemed to have full knowledge of the Site, whether he inspects it or not and no extra claims due to any misunderstanding or otherwise shall be allowed.
- 15.4 The costs of visiting the Site shall be at the Bidders' own expense. Any report shared at the site, by the IISER is subject to verification by the contractor. Any deviations of information in the report and the actual site will not be the responsibility of the IISER.

**16 Content of Bidding Documents**

- 16.1 Submission of a bid by a Bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be executed and local conditions and other factors having a bearing on the execution of the works.
- 16.2 The Bidder shall submit the Bid, which satisfies each and every condition laid down in the bid documents, failing which, the bid is liable to be rejected.
- 16.3 The Bid shall contain no alterations or additions or overwriting, except those to comply with instructions issued by the IISER, Pune, or as necessary to correct errors made by the Bidder in which case such corrections shall be initialed by the person or persons signing the bid. Use of correction fluid is not permitted
- 16.4 This Notice Inviting Tender shall form part of the Contract document.
- 16.4.1 The documents listed below comprises one set of bid document that are issued to Bidders:

**PART-I**

- a) Notice Inviting Tender (Including eligibility criteria)
- b) Tender Form and General Rules and Directions for the Guidance of the Contractor
- c) General Conditions of Contract
- d) Special Conditions of Contract
- e) Safety Code for Contract Work
- f) Technical Specifications
- g) Schedule of Drawings and List of Specifications
- h) Tender Drawings

**PART-II****Schedule of Quantities and Rates****17 Amendment of Bid Documents**

- 17.1 Before the deadline for submission of bids, the IISER Pune may modify the bidding documents by issuing addenda.
- 17.2 Any addendum so issued shall be part of the bid documents as well as Contract document and shall be communicated in writing or by email / fax to all the purchasers of the bidding documents. Prospective Bidders shall acknowledge receipt of each addendum by email / fax to the IISER, Pune. Original addendum issued by IISER, Pune duly signed should be submitted along with tender documents.

**18 Bid Validity**

- 18.1 The bids submitted shall remain valid for acceptance for a period of 90 days from the date of opening of the bid. If any bidder withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the IISER, Pune, then the IISER, Pune shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the bidder shall not be allowed to participate in the re-tendering process of the work.

**19 Bid Opening****PART I**

- 19.1 On the due date and appointed time as specified in clause 11. IISER, Pune will first open Part I of all bids received, including amendment as per clause 17 if applicable in the presence of the Bidders or their representatives who choose to attend. In the event of the specified date for Bid opening being declared a holiday by the IISER, Pune, and the Bids will be opened at the appointed time and location on the next working day.
- 19.2 If all Bidders have submitted unconditional Bids together with requisite Bid security, then all Bidders will be so informed then and there. If any Bid does not contain Bid security in the manner prescribed in the Bid documents, then that Bid will be rejected and the Bidder informed accordingly. The sealed envelope containing priced BOQ will be returned to him without opening. All other valid Bids shall be considered for evaluation.
- 19.3 It is required that along with the tender the tenderer will submit a list of their sub-vendors for specialists' trades like Electrical, Lifts, Fire protection system etc., conforming to the criteria set out in the tender document under clause 1.5, **Information and Instruction to Applicants** of NIT. If, however, the sub-vendors so selected by the Contractor are subsequently found not to meet the criteria IISER and Consultant reserve the right to reject this selection and nominate a panel of sub-

Vendors from among whom the Contractor should select an agency and get the work executed from this agency only

## 20 Evaluation criteria

**20.1** The bidder qualifying initial criteria as set out in Para 2&3 and the details furnished by bidders in the Proforma enclosed as Annexure-1 of Section II will be evaluated.

Performa's listed are elaborated below,

- I) Initial bidding capacity Proforma "A"
- II) Financial Information Proforma "B"
  - a) Solvency certificates from a scheduled bank - Form I
  - b) Details of all works of similar nature completed during the last 5 years ending last day of the 31<sup>st</sup> march 2010 Proforma "C"
  - c) Project under execution or Awarded Proforma "C1"
  - d) Performance report of works referred to in Proforma 'C' & 'C1' – Form II
  - e) Organization structure Personnel & Establishment Proforma "D"
  - f) Details of technical & administrative personnel to be employed for the Work, Proforma "D1"
  - g) Details of construction plant & equipment likely to be used in carrying out the work Proforma "E"
  - h) Details of any other plant & equipment required for the work (not included in Proforma 'E') and available with the applicant may also be indicated.
  - i) ISO certification on works if any Form III
  - J Confidential report to be obtained by the IISER from the client on the work executed by the contractor during last five year certification if any if required
- m) The bidders qualifying the initial criteria as set out in clause no 3.8 will be evaluated based on the information submitted by bidders as per clause no 20.1 after due verification and selection will be made by IISER, PUNE on the basis of the strength of individual applicants. Main consideration will be the ability of the Principal Contractor to fulfill technical, financial, contractual and legal obligations. Special emphasis will be laid on competence to do good quality works within specified time schedule and in close co-ordination with other agencies over and above the rate structure of the items.
- n) Even though any bidder may satisfy the above requirement, he would be liable to disqualification if he has
  - i) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures as required in the eligibility criteria documents.

- 
- ii) Records of poor performance such abandoning work, not properly completing the contract, or financial failure/weakness etc.

## **PART II**

### **21 Opening of Price bid**

- 21.1 After technical evaluation of (part I) bids as per clause 3 only technically qualified bidders will be informed about the date & venue of opening of priced bid. Priced bid will be opened in the presence of representatives of intending bidders on the same date.

### **22. Clarification of Bids**

- 22.1 To assist in the examination and comparison of Bids, the IISER, Pune may, at its discretion, ask any Bidder for clarification of his Bid, including breakdown of unit rates. The request for clarification and the response shall be in writing or by email / fax, but no change in the price or substance of the Bid shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered by the IISER, Pune in the evaluation of the bids
- 22.2 No, Bidder shall contact the IISER, Pune on any matter relating to his bid from the time of the bid opening to the time the contract is awarded.
- 22.3 Any effort by the Bidder to influence the IISER's bid evaluation, bid comparison or contract award decisions, may result in the rejection of his bid.

23. Indian Institute of Science Education and Research Pune, does not bind itself to accept the lowest or any other bid, and reserves the right to reject any or all of the tenders received without assigning any reasons. Bids in which any of the prescribed conditions are not fulfilled or any conditions including that of the conditional rebate put forth by the bidder shall be summarily rejected.

- 24 If the Bid of the successful Bidder is seriously unbalanced in relation to the Engineer-in-charge or his representative's estimate of the cost of work to be executed under the contract, the IISER, Pune may require the Bidder to produce detailed rate analyses for any or all items of the Bill of Quantities, to demonstrate the internal consistency of those rates with the implementation / construction methods and schedule proposed.

### **25 Award Criteria**

- 25.1. The IISER, Pune shall award the Contract to the Bidder whose evaluated offer / bid has been determined to be the technically suitable and financially lowest and is substantially responsive to the Bidding Document, provided further that the Bidder is determined to be qualified to execute the Contract satisfactorily. The Board of Governors of IISER reserves the right to accept or reject any application and to annul the pre-qualification process and reject all applications at any time, without thereby incurring any liability to the affected applicants or specifying the grounds for the Employer's action

- 26 The contractor whose tender is accepted will be required to furnish Performance guarantee of 5% (Five Percent) of the tendered amount within the period specified in Schedule C. This guarantee shall be in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated in Schedule 'C' including the extended period if any, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor and without prejudice to any other right or remedy.
- 27 Pre qualification document already submitted to IISER by the bidders shall form part of tender document and the bidders should quote his rates taking into account the clauses of pre qualification document.
- 28 Disclosures  
Any change in the constitution of the contractor's firm, where it is a partnership firm, as declared in the prequalification documents submitted by the bidders at the time of submission of pre qualification documents, should be disclosed to the IISER, Pune, at any time between the submission of bids and the signing of the contract.

Project Engineer cum Estate Officer

For & on behalf of the Director, IISER, Pune.

## SECTION I

### II) ADDITIONAL INFORMATION AND INSTRUCTION TO APPLICANTS

**1.0. GENERAL****1.1 STATEMENT OF OBJECTIVES AND BRIEF PARTICULARS OF THE WORK**

The IISER Pune, proposes to construct a Campus building on its land measuring about 3,96,704 Sqm (98.0 Acres) located in a prime location of the Pune city , Maharashtra State.

The proposed Dinning block shall be predominantly reinforced concrete framed structure for Basement + 3 Floors with a total built-up area of approximately 1.00 lakhs sqft. The proposed basement floor is planned for parking and other purpose,

The scope of the works given as below ,

- RCC footings &Raft
- RCC framed structure
- Masonry and internal & external finishing works
- Plumbing & Sanitary works
- Internal & External electrification
- Fire protection System
- Lifts
- HVAC
- IBMS

Also , the Entire campus should be constructed as per GRIHA Green building recommendations to obtain 4 star rating.

- ❖ The entire Project will be executed under a Single Point Responsibility system.
- ❖ All drawings (Architectural / Structural / Services) for the work shall be made available by the employer.
- ❖ Work shall be executed according to Conditions of Contract, Specifications, BOQ and Drawings
- ❖ Work shall in general be executed as per, particular Technical Specifications, CPWD Specification, National Building code of India, relevant Indian Standard (IS) Codes, etc
- ❖ As these buildings will have green building features, Contractors are expected to provide adequate and complete documentation, towards obtaining certification from GRIHA

1.2 Letter of transmittal and forms for pre-qualification are attached (Annexure I)

1.3. All information called for in the enclosed forms should be furnished against the respective columns in the forms. If information is furnished in a separate document, reference to the same should be given against respective columns. Such separate documents shall be chronologically placed at the end of the prescribed application. If information is 'nil' it should also be mentioned as 'nil' or 'no such case'. If, any particulars/query is not applicable in case of the applicant, it should be stated as 'not applicable'. However, the applicants are cautioned that not giving complete information called for in the application forms required, not giving it in clear terms or making change in the prescribed forms or deliberately suppressing the information

may result in the applicant being summarily disqualified. Applications made by Fax and those received late will not be entertained.

- 1.4. References, information and certificates from the respective clients certifying suitability, technical know-how or capability of the applicant should be signed by an officer not below the rank of Superintending Engineer/Chief Project Manager or equivalent.
- 1.5. The Tenderer is advised to attach any additional information which he thinks is necessary in regard to his capabilities to establish that the applicant is capable in all respects to successfully complete the envisaged work. He is however, advised not to attach superfluous information. No further information will be entertained after pre-qualification document is submitted, unless it is called for by Employer.
- 1.6. The applicant may engage sub vendors for execution of Electrical, Lifts, FPS etc and other services as mentioned below, or may execute the same on their own. In either case, the eligibility criteria given below shall be satisfied.

The applicant Principal Contractor shall associate (Association through MOU / Subsisting agreement) with contractors for Electrical/ Fire Fighting/Fire Detection / Lift who shall satisfy the eligibility criteria given below for each type of specialized Electrical Mechanical services. For this purposes, the applicant principal contractor shall give preferably 3 (Three) names for each category of associates. IISER will approve associates after verifying their credentials and experience. However, responsibility of getting the work done efficiently will rest with the Principal contractor. The consent letter from different associates shall also be enclosed along with tender. The associate contractors meet the eligibility criteria, given below. In case, the applicant himself has executed specialized works as given below in his own name, he will be considered for qualifying for E&M works. He should support his claim with full details as required below:

The Principal contractor or Associates shall be required to possess valid license for respective trade for executing the specialized services.

#### **CRITERIA FOR ELGIBILITY OF SUB VENDORS**

**The contractor shall give the list of sub vendors and their credentials as given below,**

##### **A) Electrical Installations**

- i. The work involves providing EI & Fans, power wiring, distribution boards, rising mains, P/F lighting luminaries, floor trunking etc.
- ii. Contractors who are enlisted in the Class-I category or Specialized firms who have carried out at least 3 (Three) works of similar nature in their own name in a **multi storied building** during the last 7 (Seven) years reckoned upto 31/1/2012. The works execution aggregate turnover shall not be less than Rs **7.00 crores** in the past 5 (Five) years

##### **B). LIFTS**

- i. The work involves supply, installations, testing and commissioning of passenger lifts to

carry a capacity of 15 to 20 persons etc.

- ii. The specialized agencies who have satisfactorily completed at least 10 **lifts** in their own name during the last 5 (Five) years reckoned upto 31/1/2012
- iii. The works execution aggregate turnover shall not be less than **4.50 crores** in the past 5 (Five) years.

**C). FIRE FIGHTING SYSTEM**

- i. The work involves supply, installations, testing and commissioning of wet riser system, yard hydrant and sprinklers system, automatic fire detection system, fire alarm system etc.
- ii. The specialized agencies who have satisfactorily completed at least FIVE **works of similar nature** in their own name in a **multi storeyed** buildings during the last 5 (Five) years reckoned upto 31/1/2012
- iii. The works execution average turnover shall not be less than **2.50 crores** in the past (Five) years.

**D). HVAC SYSTEM**

- i. The work involves supply, installations, testing and commissioning of Evaporative cooling system and HVAC etc.
- ii. The specialized agencies who have satisfactorily completed at least FIVE **works of similar nature** in their own name in a **multi storeyed** buildings during the last 5 (Five) years reckoned upto 31/1/2012
- iv. The works execution average turnover shall not be less than **6.25 crores** in the past (Five) years.

1.7 LETTER OF TRANSMITTAL

The applicant should submit the letter of transmittal attached with tender document.

**LETTER OF TRANSMITTAL**

From

To

**THE DIRECTOR,**  
**INDIAN INSTITUTE OF SCIENCE EDUCATION & RESEARCH (IISER)**  
 900, NCL INNOVATION PARK,  
 Dr.HOMI BHABHA ROAD, PUNE – 411 008

**Sub: SUBMISSION OF TENDER DOCUMENTS FOR THE WORK OF “CONSTRUCTION DINING  
 BLOCK IN THE PREMISES OF IISER-PUNE”**

Sir,

Having examined the details given in press notification and the tender document for the above work, I/we hereby submit the tender documents and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for eligibility criteria and have no further pertinent information to supply.
3. I/We submit the requisite certified solvency certificate and authorize the Director, IISER, Pune – 411 008 to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/We also authorize Project Engineer, Pune to approach individuals, employers, firms and corporation to verify our competence and general reputation.
4. I/We submit the following certificates in support of our suitability, technical know-how & capability for having successfully completed the following works

Name of Work:

Certificate from

- 1.
- 2.
- 3.

- 1.
- 2.
- 3.

Enclosures:

Seal of applicant

Date of submission

Signature(s) of applicant(s)

## ANNEXURE 1

## PROFORMA 'A'

## INFORMATION REGARDING INITIAL BIDDING CAPACITY

The information to be filled in by the Bidder in the following pages will be used for purposes of Pre-qualification as provided above.

## 1. For Individual Bidders

## 1.1 Constitution or legal status of Bidder (Attach Copy)

Place of registration:

Principal place of business:

(Power of attorney of signatory of Bid)

## 1.2 Value of work Completed during the last five years (in Rs. Lacs)

<i>Particular</i>	<i>Year</i>	<i>Value</i>
Total value of Work Executed in the last five years **	2006-07	
	2007-08	
	2008-09	
	2009-10	
	2010-11	

\*\* Immediately proceeding the financial year in which bids are received. Attach certificate from Chartered accountant.

1.3 (works for which bids have been submitted and works which are yet to be completed) as on the date of this bid calculated as per **clause 3.8**(A) Existing commitments and on-going works: (format for **clause 3.7**)

<i>Description Of work</i>	<i>Place &amp; state</i>	<i>Contract No. &amp; Date</i>	<i>Name &amp; Address of Client</i>	<i>Value of Contract (Rs. Lacs)</i>	<i>Stipulated period of completion</i>	<i>Value of work remaining to be completed</i>	<i>Anticipated date of completion (Rs. Million)</i>	<i>Remarks Information regarding the litigation if any</i>

(B) Works for which bids already submitted (format for **clause 3.7**)

<i>Description of work</i>	<i>Place &amp; State</i>	<i>Name and Address of Client</i>	<i>Value of contract Rs in Lakhs</i>	<i>Stipulated period of completion</i>	<i>Date when decision is expected</i>	<i>Remarks if any</i>

**PROFORMA 'B'****FINANCIAL INFORMATION**

- I. Financial Analysis-Details to be furnished duly supported by figures in balance sheet/profit & loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income tax Department (Copies to be attached.)

**Years**

<b>Year</b>	<b>2006- 07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>
<b>Gross annual turn over</b>					
<b>Profit/ Loss</b>					

- II. Financial arrangements for carrying out the proposed work.
- III. Solvency Certificate from Bankers of the bidder in the prescribed Form "I".

Signature of Chartered Accountant with Seal

Signature of Bidder(s)

**Form I****FORM OF BANKERS' CERTIFICATE FROM A SCHEDULED BANK**

This is to certify that to the best of our knowledge and information that;

\_\_\_\_\_  
(Name of the individual or the firm)

\_\_\_\_\_  
(Name of the proprietor in case of a sole proprietorship concern or names of partners in case of partnership concern as per bank's record, be indicated)

\_\_\_\_\_  
(Address of the customer as per bank record)

is a / are customer(s) of our bank, is/are respectable and can be treated as good for any engagement upto a limit of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_ only)

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

**Signature of the Manager**

**Seal of Bank**

**Note :** This certificate should be issued on the letter head and addressed to the DIRECTOR , 900, NCL INNOVATION PARK, Dr.HOMI BHABAHA ROAD, PUNE – 411 008 in a Sealed Cover

**PROFORMA 'C'****DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE LAST 5 YEARS ENDING  
LAST DAY OF THE MONTH**

<i>S. No.</i>	<i>Name of work/ project and location</i>	<i>Owner or Sponsoring organization</i>	<i>Cost of work in crores of Rupees</i>	<i>Date of commencement As per contract</i>	<i>Stipulated date of completion</i>	<i>Actual date of completion</i>	<i>Litigation/arbitration cases pending/in progress with details</i>	<i>Name and address/telephone number of officer to whom reference may be made</i>	<i>Remarks</i>
1	2	3	4	5	6	7	8	9	10

- Indicate gross amount claimed and amount awarded by the Arbitrator.

**SIGNATURE OF BIDDER(S)**

## PROFORMA "C1"

## PROJECTS UNDER EXECUTION OR AWARDED

<i>S No</i>	<i>Name of work/ project and location</i>	<i>Owner or Sponsoring organizati on</i>	<i>Cost of work in crores of Rupee-es</i>	<i>Date of commen- cement As per contract</i>	<i>Stipulat-ed date of completion</i>	<i>Actual date of compl- etion</i>	<i>Litigation/a rbitration cases pending /in progress with details</i>	<i>Name and address / telephone number of officer to whom reference may be made</i>	<i>Rema- rks</i>
1	2	3	4	5	6	7	8	9	10

Certified that the above list of works is completed and no work has been left out that the information given is corrected to my knowledge and belief.

**SIGNATURE OF BIDDER(S)**

## Form 'II'

**PERFORMANCE REPORT OF WORKS REFERRED TO IN PROFORMA 'C' & 'C1'**

1. Name of the work/  
Project & Location.
2. Agreement No.
3. Estimated Cost
4. Tendered Cost
5. Date of Start
6. Date of completion
  - (a) Stipulated date of completion.
  - (b) Actual date of completion.
7. Amount of compensation levied for delayed  
Completion if any.
8. Amount of reduced rate items,if any
9. Performance report
  - i) Quality of Work : Very Good / Good / Fair / Poor
  - ii) Financial soundness : Very Good / Good / Fair / Poor
  - iii) Technical Proficiency : Very Good / Good / Fair / Poor
  - iv) Resourcefulness : Very Good / Good / Fair / Poor
  - v) General Behaviour : Very Good / Good / Fair / Poor

**DATED:****Executive Engineer or Equivalent**

**PROFORMA 'D'****STRUCTURE AND ORGANISATION**

1. Name and address of the applicant
2. Telephone No./Telex No./Fax No.
3. Legal Status (attach copies of original Document defining the legal status)
  - (a) An Individual
  - (b) A proprietary Firm
  - (c) A Firm in partnership
  - (d) A limited Company or Corporation.
4. Particulars of registration with various Government bodies (Attach attested photo-copy)
  - a) Registration Number.
  - b) Organization / Place of registration
5. Names and Titles of Directors and officers with designation to be concerned with this work.
6. Designation of individuals authorized to act for the organization.
7. Was the bidder ever required to suspend construction for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of that.
8. Has the bidder, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give the name of the project and give reasons for abandonment.
9. Has the bidder or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organization at any time? If so, give details:
10. Has the bidder or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give detail.
11. In which field of Civil Engineering Construction, the bidder has specialization and interest ?
- 12 Any other information considered necessary but not included above.

**SIGNATURE OF BIDDER(S)**

**PROFORMA 'D1'****DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THE WORK**

S.No	Designation	Strength	Allotted for this project	Name	Qualification	Professional Experience and details of work carried out	How these would be involved in this work	Remarks
1	2	3	4	5	6	7	8	9

**Signature of Bidders**

## PROFORMA 'E'

**DETAILS OF CONSTRUCTION PLANT AND EQUIPMENT LIKELY  
TO BE USED IN CARRYING OUT THE WORK**

S.NO.	Name of Equipment	Nos	Cap a- city or type	Age	Working Condition	Ownership status			Curent location	Re ma rks
						O w n	Lease	purchased		
1	2	3	4	5	6	7	8	9	10	11
	<b>Earth moving equipment</b> 1.Excavators(Various sizes)									
	<b>Equipment for hoisting &amp; lifting</b> 1. Tower Crane 2. Builder's hoist									
	<b>Equipment for concrete work</b> 1. Concrete batching plant 2. Concrete pump 3. Concrete transit mixer 4. Concrete mixer(diesel) 5. Concrete mixer (Electrical) 6. Needle vibrator(Elec.) 7. Needle vibrator(petrol) 8. Table vibrator (elect./petrol)									
	<b>Equipment for building work</b> 1. Block making m/c. 2. Bar bending m/c. 3. Bar cutting m/c. 4. Wood thickness planner 5. Drilling m/c. 6. Circular saw m/c. 7. Welding m/c.									

<p>8. Welding transformer                  9. Cube testing m/c.                  10. M.S. Pipes                  11. Steel shuttering                  12. Steel Scaffolding                  13. Grinding/polishing m/c.  <b>Equipment for compaction</b>                  1. Rollers  <b>Equipment for transportation</b>                  1. Tippers                  2. Trucks  <b>Pneumatic equipment</b>                  1. Air compressor(diesel)  <b>De-watering equipment</b>                  1. Pump(Diesel)                  2. Pump(Electrical)  <b>Power equipment</b>                  1. Diesel generator  <b>(Another plant/equipment)</b>  <b>Survey Instruments</b>  <b>Electronic total out station</b>  <b>Levelling instruments etc</b>  <b>Laboratory Equipments.</b></p>											
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Signature of Bidder(s)

**Form 'III'**

**PROFORMA ON ISO CERTIFICATION, IF ANY**

1. Year of Certification
  
2. Name and Address of Certifying Agency
  
3. Name of Management Representative
  
4. Validity of Certificate

Note : Attested copy of certificate (attested by Government Officer or Notary Public) to be enclosed.

**SIGNATURE OF BIDDER**

**WITH SEAL**

**CHECK LIST:** (Details of Enclosures.)

Sl.No	Description of item	Enclosed	Not enclosed
1.	Pre-Qualification Documents as per Annexure 1 Pro forma A to E Form I to III		
2.	Power of attorney as required		
3.	Certificate of Registration as required		
4.	Memorandum of Articles of association as required		
5.	Audited Balance Sheet and Profit & Loss statement for the past five financial years duly certified by a Chartered Accountant.		
6.	Consent letter from associates if Electro-Mechanical services are proposed to be done through Associates, under reference to Para 1.6 A to D under Section-II. Information and Instructions to applicants		
8.	Supporting certificates for technical and financial capability from relevant authorities.		
9	Organization Chart with responsibilities, Curriculum Vitae of personnel proposed for this project.		
10	Any other important information.		