HINDUSTAN PREFAB LIMITED

(A Govt. of India Enterprise)

Jangpura, New Delhi - 110014

Provision of Furniture, Acoustic, Heating Ventilating and Air Conditioning System, Audio System and Connected Items for Auditorium at Shokhuvi, Nagaland.

PRE-QUALIFICATION
(TECHNICAL BID)

NIT NO: HPL/DGM(C)/TC/2017-18/61 Dated: 16.10.2017

Last date for issue of Tender Form : 31.10.2017

Last date for submission of Tender: 31.10.2017

COST OF TENDER : Rs. 5900/-

EMD : Rs 9.23 Lakh

ISSUED TO M/S: .....

Ph- (011) 43149800-899, Fax: (011) 26340365
E-mail:- hindprefab@gmail.com
Website:www.hindprefab.in

INFORMATION & INSTRUCTIONS FOR APPLICANTS

1.0 General:

1.1 Letter of transmittal and forms for pre-qualification are given in Annexure - II.

1.2 All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil" or no such case" entry should be mentioned made in that column. If any particulars/query is not applicable in case of the applicant, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified. Applications made by telegram, Fax or E-mail and those received late will not be entertained.

1.3 The application as per **Annexure-II should be type written**. **The applicant should sign each page of the application.**

1.4 **Over writing should be avoided. Use of fluid is not allowed.** Correction, if any, should be made by neatly crossing out, initialing, dating and rewriting. Change of rates(s) and/or amount by erasing and/or use of correcting fluid are not allowed and tenders are liable to be rejected. Pages of the pre-qualification documents are numbered. Additional sheets, if any added by the contractor, should also be numbered by him they should be submitted as a package with signed letter of transmittal.

1.5 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 Executive Engineer or equivalent.

1.6 The applicant may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is however, advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification document unless it is called for by the HPL.

1.7 Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from tendering/ taking up of work in HPL.

1.8 The applicant should attach attested copies of valid Registration under EPF, Service Tax, ST/WCT/VAT/GST, Labour License Building and Other Construction Works Welfare Cess Act 1996, ESIC, Permanent Account No. etc.

2.0 DEFINITIONS

2.1 In this document the following words and expressions have the meaning hereby assigned to them.

2.2 Owner/Client: - Means Assam Rifles (AR)

2.3 Employer: - Means the Hindustan Prefab Limited. (HPL)

2.4 Applicant: - Means the individual, proprietary firm, firm in partnership, limited company, private or Public or corporation.

2.5 "Year" means "Financial Year" unless stated otherwise.

2.6 "Similar work means "as mentioned in 7.1(A) ii".

3.0 METHOD OF APPLICATION:

3.1 If the applicant is an individual, the application shall be signed by him above his full typewritten name and current address.

3.2 If the applicant is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.

3.3 If the applicant is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten name and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case a certified copy of the Power of Attorney should accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm should accompany the application.

3.4 If the applicant is a limited company or a corporation, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a copy of the Power of Attorney. The applicant should also furnish a copy of the Memorandum and Articles of Association duly attested by a Public Notary/ Gazetted Officer.

4.0 FINAL DECISION MAKING AUTHORITY

The HPL reserves the right to accept or reject any application and to annual the pre-qualification process and reject all applications at any time, without assigning any reason or incurring any liability to the applicants.

5.0 PARTICULARS PROVISIONAL

The particulars of the work given in NIT are provisional. They are liable to change and must be considered only as advance information to assist the applicant.

6.0 SITE VISIT

The applicant is advised to visit the site of work, at his own cost, and examine it and its surroundings to himself collect all information that he consider necessary for proper assessment of the prospective assignment.

7.1(A) INITIAL CRITERIA FOR ELIGIBILITY FOR TECHNICAL BID:-

1. The applicant should have experience of having successfully completed works during the last seven years ending last day of the month previous to the one in which applications are invited:

(i) Three similar works each of value not less than 40% of the estimated cost put to Tender.

OR

Two similar completed works each of value not less than 60% of the estimated cost Put to tender.

OR

One similar completed work of value not less than 80% of the estimated cost put to

(ii) Similar work shall means work of HVAC & Furniture.

Or

The bidder of civil work may also participate by enter into an association with other associates for HVAC and furniture works. The main tenderer should submit the association on a Non judicial stamp paper of Rs. 100/-. The main tenderer/associated firm should have valid contractor license in their own firm name for electrical installation works.

(iii) The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to last date of receipt of applications for tenders. For this purpose, „cost of work‟ shall mean gross value of the completed work including the cost of materials supplied by the Govt. / 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.

2 The applicant should have had average annual financial turnover on construction works minimum of 50% of total estimated cost put to tender during the last three years ending 31 March 2017. This should be duly audited by a Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.

3 The applicant should not have incurred any loss in more than two years during the last five years ending 31 March 2017 which should be duly certified by the Chartered Accountant.

4 The applicant should have a solvency of 40% of estimated cost certified by his Bankers. The solvency certificate should not be more than 6 months old as on the last date of submission of tender.

5 The applicant should have sufficient number of Technical and Administrative employees for the proper execution of the contract. The applicant shall have to submit a list of these employees stating clearly how these would be involved in this work within 15 days of award of work.

6 The applicant's performance for each work completed in the last 7 years and in hand should be certified by an officer not below the rank of Executive Engineer or equivalent and should be obtained in sealed cover.

8 EVALUATION CRITERIA FOR PRE-QUALIFICATION

8.1 For the purpose of pre-qualification, applicants will be evaluated in the following manner:

8.2 The initial criteria prescribed in para 01 to 05 above in respect of experience of similar class of works completed and financial turnover etc. will first be scrutinized and the applicant's eligibility for pre-qualification for the work be determined.

8.3 The applicants qualifying the initial criteria as set out in para 01 to 05 above will be evaluated for following criteria by scoring method on the basis of details furnished by them:

a)	Financial strength (Form 'A') –	Max 20 Marks
b)	Experience in similar nature of works during last Seven years (Form 'B') -	Max 20 Marks
c)	Performance on works (Form 'D') -Time over run	Max 20 Marks
d)	Performance on works (Form 'D') -Quality	Max 40 Marks
	Total	100 Marks

To qualify, the applicant must secure at least fifty percent marks in each above & sixty percent marks in aggregate.

The HPL, however, reserves the right to restrict the list of pre-qualified contractors to any number deemed suitable by it. In case Completion Certificate issued by Private organization should be supported by TDS certificate.

9.4 **FINANCIAL INFORMATION**

Applicant should furnish the following financial information: Annual financial statement for the last five year (in Form "A")

10.0 EXPERIENCE IN WORKS HIGHLIGHTING EXPERIENCE IN SIMILAR WORKS

10.1 Structure & Organization (in Form "G)

11.0 ORGANISATION INFORMATION

Applicant is required to submit the following information in respect of his organization (in Form "E")

Number of Technical & Administrative Employees in parent company, subsidiary company and how these would be involved in this work (in Form "E").

12.0 The document submitted by the contractor / construction agency in support of their work experience, financial credential, Income tax return, Turnover etc. should be self-attested.

FORM 'F'
To be filled up by tenderer

DETAILS OF CONSTRUCTION PLANT AND EQUIPMENT PROPOSED TO BE USED IN CARRYING OUT THE WORK.

Name of equipment	**Nos. (min)**	**Capacity or type**	**Age**	**Condition**	**Ownership status**			**Current location**	**Remarks**
					Presently owned	Leased	To be pur-chased		

Contractor has to submit plant & equipment list required for execution of work and plant & equipment will remain available at site during execution. However engineer in charge may hire requisite plant & equipment on cost and risk of contractor.

Annexure - II

LETTER OF TRANSMITTAL

From:

To,
The DGM (C) /TC
Hindustan Prefab Limited,
Jangpura, New Delhi: 110 014.

SUBJECT: Submission of pre-qualification for the work of "**Provision of Furniture, Acoustic, Heating Ventilating and Air Conditioning System, Audio System and Connected Items for Auditorium at Shokhuvi, Nagaland.**

Sir,
Having examined the details given in pre-qualification press-Notice and Pre-qualification document for the above work, I/We hereby submit the pre-qualification document and other relevant information.

1. I /We hereby certify that all the statements made and information supplied in the enclosed forms A to F and accompanying statement are true and correct.

2. I / We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.

3. I /We submit the requisite certified solvency certificate and authorize the **DGM (C) /TC** or his authorized representatives to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/We also authorize **DGM (C)/TC** or his authorized representative to approach individuals, employers, firm and corporation to verify our competence and general reputation.

4. I /We submit the following certificates in support of our suitability, technical know-how and capability for having successfully completed the following works.

Sl. No.	Name of work	Certificate from

Enclosures:

Seal of Applicant Signature of Applicant (s)

Date of Submission