



NIQ/08/EE/AIIMS/RPR/2023-24

Date: 18-01-2024

**DRAFT- NOTICE INVITINGe-QUOTATION**

The Executive Engineer, AIIMS, Raipur on behalf of Director, AIIMS, Raipur invites online **Percentage Rate bid/ ~~Item Rate bid~~ in Single bid system** from approved and eligible enlisted contractor of CPWD / M.E.S. / BSNL (Construction) / Railway / C.G.P.W.D. for the work of “Repair of breaker & Replacement of Spring charge mechanism of Air Circuit Breaker panel installed at Substation No. 4, AIIMS Raipur”

(a)	Name of Work	“Repair of breaker & Replacement of Spring charge mechanism of Air Circuit Breaker panel installed at Substation No. 4, AIIMS Raipur”
(b)	NIQ No.	<b>8/NIQ/EE/AIIMS/RPR/2023-24</b>
(c)	Contract Period	<b>01 month</b>
(d)	Estimated Cost	<b>Rs. 99,993.00</b>
(e)	Earnest Money Deposit (Mandatory to submit EMD for participating in bid.)	<b>Rs.3,000.00 (to be submitted in the form an account payee demand draft, fixed deposit receipt from a commercial bank, bank guarantee issued/ confirmed from any of the commercial bank in India in favour of AIIMS, Raipur in the office of Project Cell, AIIMS, Raipur before the last date of opening of Bid.)</b>
(f)	Bid documents may be seen on	AIIMS web site <a href="http://www.aiimsraipur.edu.in">www.aiimsraipur.edu.in</a> and CPPP site <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
(g)	Last Date & Time of Submission	<b>By 29-01-2024 UP TO 15:00 Hours through online.</b>
(h)	Date & Time for opening of Technical & financial Bid	<b>On 30-01-2024 at 15:30 Hours.</b>

1. The intending Bidder must read the Terms & conditions carefully. He/ She should only submit bid if consider himself/herself eligible and bidder in possession of all the documents required.
2. Information and Instructions for bidders posted on website shall form part of bid document.
3. The Bid documents consisting of specifications, the schedule of quantities of various types of items to be executed and the set of terms & conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website [www.aiimsRaipur.edu.in](http://www.aiimsRaipur.edu.in) or <https://eprocure.gov.in/eprocure/app>.
4. Those contractors not registered on the website mentioned above, are required to get registered beforehand.
5. The intending bidder must have valid class-III digital signature to submit the bid.

6. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
7. Contractor can upload documents in the form of JPG format and PDF format.
8. Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO). In such a case, firm will have to execute those items free of cost.
9. The department reserve the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criterion

**List of Documents to be scanned and uploaded within the period of bid submission:-**

1. Enlistment Order for the Contractor (Wherever applicable).
2. Scanned Copy of EMD (Original to be submitted as mentioned in Information and Instructions for Bidders for e-Quotation).
3. Vendor Details as per (Annexure-A).
4. GST Registration Certificate.
5. Affidavit on non-judicial paper of Rs. 50/- duly attested by Notary/ Magistrate for PAST CONTRACTUAL PERFORMANCE (Proforma-VII).
6. Valid Electrical license.

**Executive Engineer  
AIIMS, Raipur**

## Information and instruction forbidders for e-Quotation:

1. The enlistment of the contractors should be valid on the last date of submission of bids. In case the last date of submission of bid is extended, the enlistment of contractor should be valid on the original date of submission of bids.
2. The intending bidder must read the terms and conditions of Bid document carefully. Bidder may submit bid having all required documents.
3. Intending bidders shall have to register at CPPP portal to participate in the Bid process. For details kindly visit website [http:// eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) or In case the bidder requires any elucidation regarding the Bid documents, may contact to the office of Project Cell, AIIMS Raipur before the opening of Bid date.
4. Bid can be downloaded from AIIMS Raipur website and Central Public Procurement Portal (CPPP) e-Procurement website.
5. The intending bidders must have valid class-III digital signature to submit the bid. **Manual bid shall not be accepted in any circumstance.** The complete bidding process is online bidding; Bidder should have valid digital Signature Certificate (DSC) for online submission of bids.
6. The bid document consisting of 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 [http:// eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) free of cost.
7. The bid can be submitted only after uploading the mandatory scanned documents up to 100 dpi Copies of eligibility documents and EMD as specified on the CPPP website within the period of Bid submission. Bidders can upload documents in the form of JPG format, PDF format and any other format as permissible by the CPPP portal.
8. *Bidders must ensure to quote rate of each item. If any cell is left blank the same shall be treated as "0". Therefore, If any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0"(ZERO). After submission of the bid online the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.*
9. After submission of bid online, it can be revised any number of times before specified time on last date of submission of bid. *While submitting the revised bid, bidder can revise the rate of one or more item(s) any number of times (need not re-enter rate of all the items) but before last time and date of submission of bid as notified.*

10. Financial bids shall be opened online only for bidders for whom EMD and other uploaded documents are found in order and who are found to be eligible to bid for work. On opening date, the bidder can log in and see the bid opening process. After opening of bid he/she will receive the competitor bid sheets.
11. If the bidder is found ineligible after opening of technical cum eligibility, bid shall become invalid.
12. **The Bidders shall have to submit original instrument for EMD before the last date of opening of Bid to the office of Bid Opening Authority. Bid security will be refunded to the successful bidder on receipt of a performance security. Bid securities of the unsuccessful bidders will be returned within 30 days of declaration of result of technical bid evaluation.**
13. The Technical cum Eligibility bid shall be opened first on due date and time as mentioned above. Opening of financial bids of contractors qualifying the eligibility shall be opened at a later date.
14. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many bids are received satisfying the laid down criteria.
15. **Sources and Verification of Bank Guarantees**

Bank Guarantee for EMD, ~~Performance Guarantee~~, Security Deposit should be irrevocable and operative Bank Guarantee (BG) as per format enclosed in the Bid Document and should be issued by a Scheduled Commercial (i.e. Indian or Foreign Banks included in the Second Schedule of Reserve Bank of India Act, 1934 excluding Co-operative banks or Regional Rural Banks). ~~In case of foreign bidders or in case of GTE, if Bank Guarantee is from a foreign bank branch situated outside India, the Bank Guarantee must be issued through any of the Scheduled Commercial Bank. In case BG is issued directly by a bank outside India, it should be executed on letter Head of the Bank and should be advised and made payable through their Indian Branch/Corresponding Bank in India.~~ The Issuing Bank should also state the name and designation of the next Higher Authority of the Officials who have issued the Bank Guarantee. Bank guarantees submitted by the tenderers/ contractors as EMD/ performance securities need to be immediately verified from the issuing bank **before acceptance**. There may not be any need to get the Bank Guarantee vetted from legal/ finance authority if it is in the specified format. Guidelines for verification of BGs submitted by the bidders/ contractors against EMD/ performance security/ advance payments and for various other purposes are as follows:

- i) BG shall be as per the prescribed formats;

- ii) The BG contains the name, designation and code number of the Bank officer(s) signing the guarantee(s);
  - iii) The address and other details (including telephone no.) of the controlling officer of the bank are obtained from the branch of the bank issuing the BG (this should be included in all BGs). The confirmation from the issuing branch of the bank is obtained in writing through registered post/ speed post/ courier. The bank should be advised to confirm the issuance of the BGs specifically quoting the letter of Procurement Entity on the printed official letterhead of the bank indicating address and other details (including telephone nos.) of the bank and the name, designation and code number of the officer(s) confirming the issuance of the BG; Pending receipt of confirmation as above, confirmation can also be obtained with the help of responsible officer at the field office, which is close to the issuing branch of the bank, who should personally obtain the confirmation from issuing branch of the bank and forward the confirmation report to the concerned procurement entity.
16. Intending Bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their bids, the means of access to the site, the accommodation they may require and in general 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 charge consequent on any misunderstanding or otherwise shall be allowed. The bidders shall be responsible for arranging and maintaining at his own cost, all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. 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 done and of conditions.
17. The Bid documents can be seen / downloaded from Official website & submitted through Online.
18. The competent authority on behalf of the Director, AIIMS, Raipur does not bind itself to accept the lowest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected.
19. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the contractors who resort to canvassing will be liable to rejection.

20. The Competent Authority, the **Engineer-In-Charge**, reserves to himself the right of accepting the whole or any part of the bid and the bidder shall be bound to perform the same at the rate quoted.
21. The contractor shall not be permitted to bid for works in the AIIMS, Raipur responsible for award and execution of contracts, in which his near relative is posted as an officer in any capacity between the grades of Executive Engineer and Junior Engineer (both inclusive). 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 relatives to any gazette officer in the AIIMS, Raipur. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of this Department.
22. The bid for the works shall remain open for acceptance for a period of **90 days** from the date of opening of bids.

**23. Signing of bid document:**

- a. If the bidder is an individual, the bid shall be signed by him above his full type written name and current address.
  - b. If the bidder is a proprietary firm, the bid shall be signed by the proprietor above his full type written name and the full name of his firm with its current address.
  - c. If the bidder is a firm in partnership, the bid shall be signed by all the partners of the firm above their full type written names and current addresses, or, alternatively, by a partner holding power of attorney for the firm. In the later 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.
  - d. If the bidder is a limited company or a corporation, the bid 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 bidder should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.
24. In the bid documents the word / sentence shall be read as under :-

- a. **President of India – Director, AIIMS, Raipur**
- b. **The terms Director General includes CPM/ADG region/ SDG PR Special Director General / Additional Director General and CPM/ Chief Engineer of the Zone - Director/Executive Engineer/Executive Engineer, AIIMS, Raipur.**
- c. **CPWD – AIIMS Raipur.**

**25. Any dispute or difference arising out of this contract or in connection therewith which cannot be amicably settled between the parties shall be finally settled under the rules of council of Arbitration of India by one or more arbitrator appointed in accordance with the said rules. The arbitration shall take place at Raipur (Chhattisgarh) and the resulting award shall be final and binding upon the parties**

## **Terms & Conditions:**

1. The first and final bill payment will be done after completion of work as per specification.
2. The work will be executed as per CPWD specification with updated correction slips.
3. Labor Law to be obeyed by the Agency.
4. Percentage rate Schedule of Quantity attached in CPP Portal.
5. Time allowed for the completion of the work is 01 month. It will be reckoned from the day after award of the work.
6. Security Deposit @2.5% of Quoted value is deducted in first & final bill and will be released after 06(Six) months of successfully completion of work.
7. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work.
8. All damages done to the building during execution of work shall be the responsibility of the contractor and the same will be made good immediately at his own cost to the satisfaction of the Engineer-in-Charge. Any expenditure incurred by the department in this condition shall be recovered from the contractor and decision of the Engineer-in-Charge about recovery shall be final.
9. Bidders are suggested to visit the site before participating in the online e-quotation.
10. The work will be done in a running hospital, hence the work to be done as per the rules and instructions of Engineer-In-Charge. All the conditions of work at site are applicable to the successful bidder.
11. All materials required for the job will have to be arranged by the Firm meeting the relevant codes specifications.
12. The Firm will have to make his own arrangement to transport the required materials shifting inside AIIMS and leaving the premises in a neat and tidy condition after the completion of the job to the satisfaction of the Engineer In charge.
13. The Firm will have to arrange for safe keeping of his materials and should provide necessary security arrangements for safe guarding the materials.
14. The Firms should note the site conditions before quoting, for the execution of this job and it will be sole responsibility of the firm to ensure that they abide by the various rules.

**FORM FOR DETAILED INFORMATION BY BIDDER (Vendor Details)**

1.	Name of the Bidder	
2.	Permanent Account No (PAN)	
3.	Particulars of Bank Account	
	a) Name of the Bank	
	b) Name of the Branch	
	c) Branch Code	
	d) Address	
	e) City Name	
	f) Telephone No	
4.	Legal status of the bidder (attach copies of original document defining the legal	
	a) An Individual	
	b) A proprietary firm	
	c) A firm in partnership	
	d) A limited company or Corporation	
5.	GST Registration Certificate No	
6.	Valid Email ID of the Bidder	
7.	Complete Postal Address of the bidder	

**Seal & Sign of Contractor**



## FORM OF EARNEST MONEY DEPOSIT

### (Bank Guarantee Bond)

WHEREAS, contractor..... (Name of contractor) (Hereinafter called "the contractor") has submitted his tender dated..... (date) for the construction of ..... (name of work) (hereinafter called "the Tender")

KNOW ALL PEOPLE by these presents that we ..... (name of bank) having our registered office at ..... (Hereinafter called "the Bank") are bound unto ..... (Name and division of Executive Engineer) (hereinafter called "the Engineer-in-Charge") in the sum of Rs. .... (Rs. in words ..... ) for which payment well and truly to be made to the said Engineer-in-Charge the Bank binds itself, his successors and assigns by these presents.

SEALED with the Common Seal of the said Bank this .....day of ..... 20... . THE CONDITIONS of this obligation are:

(1) If after tender opening the Contractor withdraws, his tender during the period of validity of tender (including extended validity of tender) specified in the Form of Tender;

(2) If the contractor having been notified of the acceptance of his tender by the Engineer-in-Charge:

(a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to contractor, if required; OR

(b) fails or refuses to furnish the Performance Guarantee, in accordance with the provisions of tender document and Instructions to contractor,

We undertake to pay to the Engineer-in-Charge either up to the above amount or part thereof upon receipt of his first written demand, without the Engineer-in-Charge having to substantiate his demand, provided that in his demand the Engineer-in-Charge will note that the amount claimed by him is due to him owing to the occurrence of one or any of the above conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date\* ..... after the deadline for submission of tender as such deadline is stated in the Instructions to contractor or as it may be extended by the Engineer-in-Charge, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE .....SIGNATURE OF THE BANK

WITNESS .....

SEAL (SIGNATURE, NAME AND ADDRESS)

\*Date to be worked out on the basis of validity period of 6 months from last date of receipt of tender.

**PAST CONTRACTUAL PERFORMANCE**

(Affidavit on non-judicial stamp paper of Rs.50/- duly attested by Notary/Magistrate)

This is to certify that We, M/s \_\_\_\_\_[Name of the Bidder with address], in submission of the Bid “( Name of the Work and NIT No.)”:

- i) have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
- ii) do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.;
- iii) have never been banned by any Central/State Govt. Departments/Public Sector Undertakings or Enterprises or Autonomous Bodies of Central/State Govt.;
- iv) have submitted all the supporting documents and furnished the relevant details as per the prescribed format.; and
- v) have submitted all the information and the requisite documents with the Bid and further certify that we are fully responsible for the correctness of the information and documents submitted by us.

**SEAL AND SIGNATURE OF THE BIDDER**

**Note:** Exceptions of the above, if any, shall be clearly mentioned with details by the bidder for evaluation/consideration if any.