

SECTION 1

***Notice Inviting
Tender***

NOTICE INVITING TENDER

1.1 GENERAL

1.1.1 Name of Work :

Delhi Metro Rail Corporation (DMRC) Ltd. invites Open e-tenders from eligible applicants, who fulfill qualification criteria as stipulated in Clause 1.1.3 of NIT, for the work, “**Construction of Firing Range for Delhi Home Guards, Raja Garden, New Delhi.**”

The brief scope of the work and site information is provided in NIT Section -3 and Section-5.

1.1.2 Key details :

| | |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cost of Work | Rs. 1.51 Crores |
| Tender Security Amount | Rs. 1,50,550/- |
| Completion period of the Work | 6 Months |
| Tender Documents on Sale | From 12.03.2015 to 14.04.2015 (upto 11:00 hrs) on e-tendering website www.tenderwizard.com/DMRC Tender document can only be obtained after registration of tenderer on the website www.tenderwizard.com/DMRC . For further information on this regard bidders are advised to contact on Tel: 011-23121134, Fax: 011-23121485 |
| Cost of Tender Documents | Rs. 5,250/- (inclusive of 5% DVAT) Non-Refundable (Demand Draft/Banker’s cheque) drawn on a Scheduled Commercial bank based in India and should be in favour of “Delhi Metro Rail Corporation Ltd.” payable at New Delhi.) Cost of tender documents i.e, D.D./Banker’s cheque, in original, shall be accepted only upto 15:00 hours on 14.04.2015 in the office of Chief Project Manager-2, at below mentioned address. |
| Pre-bid Meeting | 27.03.2015 @1100 Hrs |
| Last Date of Seeking Clarification | 27.03.2015 |
| Date of issuing addendum | 06.04.2015 |

| | |
|----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Date & Time of Submission of Tender | 14.04.2015 (upto 15:00 Hrs). |
| Date & Time of opening of Tender | 14.04.2015 at 15:05 Hrs. |
| Authority and place for submission of Tender cost, EMD, Pre-bid Meeting and seeking clarifications | <u>Office of Chief Project Manager-2,</u> Delhi Metro Rail Corporation, Opposite Inderlok Metro Station, Shahzada Bagh, Inderlok New Delhi –110035 Tel: 011-23121134, Fax: 011-23121485 |

1.1.3 QUALIFICATION CRITERIA :

1.1.3.1 Eligible Applicants :

- i. The tenders for this contract will be considered only from those tenderers (proprietorship firms, partnerships firms, companies, corporations, consortia) who meet requisite eligibility criteria prescribed in the sub-clauses of clause 1.1.3 of NIT.
- ii. A tenderer shall submit only one bid in the same tendering process, individually as a tenderer. A tenderer who submits or participates in more than one bid will cause all of the proposals in which the tenderer has participated to be disqualified. No tenderer can be a subcontractor while submitting a bid individually in the same bidding process. A tenderer, if acting in the capacity of subcontractor in any bid, may participate in more than one bid, but only in that capacity.
- iii. Tenderers shall not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. Tenderers shall be considered to have a conflict of interest with one or more parties in this bidding process, if:
 - (a) a tenderer has been engaged by the Employer to provide consulting services for the preparation related to procurement for on implementation of the project;
 - (b) a tenderer is any associates/affiliates (inclusive of parent firms) mentioned in subparagraph (a) above; or
 - (c) a tenderer lends, or temporarily seconds its personnel to firms or organisations which are engaged in consulting services for the preparation related to procurement for on implementation of the project, if the personnel would be involved in any capacity on the same project.
- iv. A firm, who has purchased the tender document in their name, can submit the tender as individual firm, who has experience of Building work.

1.1.3.2 Minimum Eligibility Criteria:

A. **Work Experience:** *The tenderers will be qualified only if they have completed work(s) during last five years ending 31.03.2015 as given below:*

- (i) At least one work of similar nature (**i.e. Building Work**) of value of **Rs. 1.20 crores** or more.

OR

- (ii) Two works of similar nature (**i.e. Building Work**) of value of **Rs. 0.75 crores** or more.

OR

- (iii) Three works of similar nature (**i.e. Building Work**) of value of **Rs. 0.60 crores** or more.

Notes:

- The tenderer shall submit details of works executed by them in the Performa of **Annexure-1** for the works to be considered for qualification of work experience criteria. Documentary proof such as completion certificates from client clearly indicating the nature/scope of work, actual completion cost and actual date of completion for such work should be submitted. **The offers submitted without this documentary proof shall not be evaluated.** In case the work is executed for private client, copy of work order, bill of quantities, bill wise details of payment received certified by C.A., T.D.S certificates for all payments received and copy of final/last bill paid by client shall be submitted.
- Value of successfully completed portion of any ongoing work up to **31.03.2015** will also be considered for qualification of work experience criteria.
- For completed works, value of work done shall be updated to **31.03.2015** price level assuming 5% inflation for Indian Rupees every year and 2% for foreign currency portions per year. **The Exchange rate of foreign currency shall be applicable 28 days before the submission date of tender.**
- The client’s certificate clearly indicating the amount pertaining to the work of “Building Work” shall be furnished by the tenderer along with their submission.

B. Financial Standing: The tenderers will be qualified only if they have minimum financial capabilities as below:

- (i) **T1 –Liquidity:** It is necessary that the firm can withstand cash flow that the contract will require until payments received from the Employer. Liquidity therefore becomes an important consideration.

This shall be seen from the balance sheets and/or from the banking reference. Net current assets and/or documents including banking reference, should show that the applicant has access to or has available liquid assets, lines of credit and other financial means to meet cash flow of **Rs. 0.43 Crores** for this contract, net of applicant’s commitments for other Contracts.

Banking reference should contain in clear terms the amount that bank will be in a position to lend for this work to the applicant. In case the Net Current Assets (as seen from the Balance Sheets) are negative, only the Banking references will be considered. Otherwise the aggregate of the Net Current Assets and submitted Banking references will be considered for working out the Liquidity.

The banking reference should be from a Scheduled Bank in India and it should not be more than **3 months** old as on date of submission of bids.

- (ii) **T2 - Profitability:** Profit before Tax should be Positive in at least **2(two) year**, out of the last five audited financial years.
- (iii) **T3 - Net Worth:** Net Worth of tenderer during last audited financial year should be **≥Rs.0.60 Crores**
- (iv) **T4 - Annual Turnover:** The average annual turnover from construction of last five financial years should be **≥Rs.2.41 Crores.**

Notes:

- Financial data for latest last five audited financial years has to be submitted by the tenderer in **Annexure-2** along with audited balance sheets. The financial data in the prescribed format shall be certified by Chartered Accountant with his stamp and signature. In case audited balance sheet of the last financial year is not made available by the bidder, he has to submit an affidavit certifying that ‘the balance sheet has actually not been audited so far’. In such a case the financial data of previous ‘4’ audited financial years will be taken into consideration for evaluation. If audited balance sheet of any year other than the last year is not submitted, the tender will be considered as non-responsive.
- Where a work is undertaken by a group, only that portion of the contract which is undertaken by the concerned applicant/member should be indicated and the remaining done by the other members of the group be excluded. This is to be substantiated with documentary evidence.

1.1.3.3 Bid Capacity: The tenderers will be qualified only if their available bid capacity is more than the approximate cost of work as per NIT. Available bid capacity will be calculated based on the following formula:

$$\text{Available Bid Capacity} = 2 * A * N - B$$

Where,

A = Maximum of the value of construction works executed in any one year during the last five financial years (updated to **31.03.2015** price level assuming **5%** inflation for Indian Rupees every year and **2%** for foreign currency portions per year). This will be taken from the PQ submission of the tenderer. (**Annexure-3A**)

N = No. of years prescribed for completion of the work

B = Value of existing commitments (as on **31.03.2015**) for on-going construction works during next **6 months.w.e.f 01.04.2015.**

Notes:

- Financial data for latest last five financial years has to be submitted by the tenderer in **Annexure-3A** along with audited financial statements. The financial data in the prescribed format shall be certified by the Chartered Accountant with his stamp and signature in original.
- Value of existing commitments for on-going construction works during period of 6 months as on **01.04.2015** has to be submitted by the tenderer in **Annexure-3B** of NIT. These data shall be certified by the Chartered Accountant with his stamp and signature.

1.2 POINTS TO BE NOTED

1.2.1 Works envisaged under this contract are required to be completed in all respects within the period of completion time mentioned above.

1.2.2 The tender submission of tenderers, who do not qualify the minimum eligibility criteria & bid capacity criteria stipulated in the **clauses 1.1.3.2 to 1.1.3.3** above, shall not be considered for further evaluation and therefore rejected. The mere fact that the tenderer is qualified as mentioned in **sub clause 1.1.3.2 to 1.1.3.3** shall not imply that his bid shall automatically be accepted. The same should contain all technical data as required for consideration of tender prescribed in the ITT.

1.2.3 Tender documents consisting of following sections:

Volume -1

- i) Notice Inviting Tender.
- ii) Annexures to NIT- (Annexure-1 to 5)
- iii) Instructions to Tenderers.
- iv) Annexures to ITT- (Annexure-1 to 11)
- v) Scope of Work
- vi) Technical Specification.
- vii) Site Information.
- viii) Special Conditions of contract.
- ix) Mode of Measurement
- x) Tender Drawings

Volume -2

- i) Bill of quantities (Soft copy in MS Excel format shall also be provided in a CD).
- ii) Form of tender
- iii) Appendix to FOT (Appendix-1 to 12,Annexure-2)

Volume 3

- i) General conditions of Contract
- ii) Condition of contracts on Safety, Health and Environment (SHE) Ver.1.2.

1.2.4 The tenderers may obtain further information/ clarification, if any, in respect of these tender documents from the office of **Office of Chief Project Manager/2, Opposite Inderlok Metro Station, Shahzada Bagh, Inderlok, New Delhi-110035.**

1.2.5 The intending tenderers must be registered on e-tendering portal **www.tenderwizard.com/DMRC**. Those who are not registered on the e-tendering portal shall be required to get registered beforehand. If needed they can be imparted training on ‘online tendering process’. After registration the tenderer will get user id and password. On login tenderer can participate in tendering process and can witness various activities of the process.

1.2.6 All tenderers are hereby cautioned that tenders containing any material deviation or reservation as described in instruction to tenderer and/ or minor deviation without quoting the cost of withdrawal shall be considered as non-responsive and is liable to be rejected.

The contract shall be governed by the documents listed in **para 1.2.3** above along with latest edition of CPWD Specification, IRS Specifications & MORTH Specifications. These may be purchased from the market.

1.2.7 The authorized signatory of intending tenderer, as per **Power of Attorney (POA)**, **must have valid class-III digital signature**. The tender document can only be downloaded or uploaded using **Class-III digital signature** of the authorized signatory.

1.2.8 Tender submissions will be made online after uploading the mandatory scanned documents towards cost of tender documents such as Demand Draft or Pay Order or Banker’s Cheque from a Scheduled commercial bank based in India and towards Tender Security such as Bank Guarantee or Demand Draft or Pay Order or Banker’s Cheque from a Scheduled commercial bank based in India and other documents as stated in the tender document.

1.2.9 Late tenders (received after date and time of submission of bid) shall not be accepted under any circumstances.

1.2.10 Tenders shall be valid for a period of **180 days** from the date of submission of Tenders and shall be accompanied with a tender security of the requisite amount as per **Clause -18.1 of ITT**.

1.2.11 DMRC reserves the right to accept or reject any or all proposals without assigning any reasons. No tenderer shall have any cause of action or claim against the DMRC for rejection of his proposal.

1.2.12 Minimum Key Staff requirement – shall be as per Annexure-4 of NIT

NOTE – Please submit the CV of above Key staff required as per annexure-4 in the format given in Annexure – 5 of NIT

**Chief Project Manager-2
Delhi Metro Rail Corporation.**

CHECKLIST FOR SUBMISSION
CHECK SHEET FOR PRE-QUALIFICATION SUBMMISION

Documents required to be submitted along with the Prequalification Package

| S.No | Description | Please Tick | Submitted on Page no |
|-------------|------------------------------------------------------------|--------------------|-----------------------------|
| 1 | Purchasing cost of the Tender Document Rs. _____ paid. | | |
| 2 | Tender Security of Rs. _____ valid up to date _____ | | |
| 3 | Annexure-1 : Work Experience | | |
| 4 | Annexure-2 : Financial Data (Financial Standing) | | |
| 5 | Annexure-3A :Financial Data (Work Done) | | |
| 6 | Annexure-3B :Financial Data (Commitment For Ongoing Works) | | |
| 7 | Annexure-4 :Minimum key staff Requirement. | | |
| 8 | Annexure-5:Key staff Bio Data | | |
| | | | |

Note: - The above check list to be submitted with the Prequalification Package.

I have checked the above list with our submittal. I am also aware that if the application is not containing the above documents, our application is likely to be rejected.

(Signature of the Tenderer)

Seal

Date:

ANNEXURE-1

WORK EXPERIENCE

Applicant’s legal name **Date**.....

Group Member’s legal name..... **Page** **Of** **Pages**

For works of construction of Building work as per **clause no. 1.1.3.2 (A)** or more at the price level on last day of month previous to the month the tender submitted (considering escalation as **per Clause 1.1.3.2 of Notes Bullet no.3**)

| <i>Specific Construction Experience</i> | | |
|---------------------------------------------------------------------------------------------|---------------------------------------------|----------------------------------------------------|
| Similar Contract Number _____ of _____ required | Information | |
| Contract Identification | | |
| Award date Completion date | | |
| Employer’s Name | | |
| Employer’s Address: Telephone / Fax number: E Mail | | |
| Role in Contract (Individual/JV-Consortium member) | Individual | JV Member |
| Completion Cost | Currency (as stated in Clients Certificate) | In equivalent INR at 31.03.2015 price level |
| If JV member specify percentage participation in contract & amount (Please refer Note-1) | % participation | In equivalent INR at 31.03.2015 price level |

- NOTE:** 1. Only the value of contract as executed by the applicant/member in his own name should be indicated. Where a work is undertaken by a group, only that portion of the contract which is undertaken by the concerned applicant/member should be indicated and the remaining done by the other members of the group be excluded.
2. **Separate sheet (Annexure-1A) for each work along with Clients Certificate to be submitted.**

ANNEXURE - 1A: Summary of Information provided in Annexure-1

Applicant’s legal name Date.....

Group Member’s legal name..... Page of pages

| Name of Applicant (each member in case of group) | Total Number of works As per clause no. 1.1.3.2 A at the price level of as on date of tender submission. | No. of contracts delayed, i.e., completed beyond the original date of completion |
|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| | | |
| | | |

NOTE:-

1. In case the work was done as JV/JVA/Consortium, only the value of work done by the applicant as per his Percentage participation must be given.
2. Reasons of delay whether on contractors account or on account of Employer in each applicable case need to be enclosed separately.

ANNEXURE- 2***Financial DATA***

Applicant’s legal nameDate

Group Member’s legal name..... Page of Pages

Each Applicant or member of a JV must fill in this form

| S.N. | Description | Financial Data for Latest Last 5 Years (Indian Rupees) (audited data) | | | | |
|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|---------|---------|---------|---------|
| | | FY | 2009-10 | 2010-11 | 2011-12 | 2012-13 |
| 1. | Total Assets | | | | | |
| 2. | Current Assets | | | | | |
| 3. | Total External Liabilities | | | | | |
| 4. | Current Liabilities (inclusive of provisions if any) | | | | | |
| 5. | Annual Profits Before Taxes | | | | | |
| 6. | Annual Profits After Taxes | | | | | |
| 7. | Net Worth [= 1 - 3] | | | | | |
| 8. | Working Capital [=2 - 4] | | | | | |
| 9. | Return on Equity | | | | | |
| 10 | Annual turnover | | | | | |
| Note:- | The financial data submitted shall be certified by Chartered Accountant with his stamp and signature. In case audited balance sheet of last financial year is not made available by bidder, he has to submit an affidavit certifying that the balance sheet has actually not been audited so far. In such case the financial data of previous four audited financial years will be taken into consideration for evaluation. If audited balance sheet of any other year than the last year is not submitted, the tender will be considered as non responsive. | | | | | |

| | |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | <p>Attach copies of the audited balance sheets, including all related notes, income statements for the last five audited financial years, as indicated above, complying with the following conditions.</p> <ol style="list-style-type: none">1. All such documents reflect the financial data of the Applicant and not sister or Parent Company.2. Historic financial statements shall be audited by Statutory Auditor of the Company under their seal & stamp and shall be strictly based on Audited Annual Financial results of the relevant period(s). No statements for partial periods will be accepted.3. Historic financial statements must be complete, including all notes to the financial statements.4. Applicants whose financial year closure falls in months after March, may submit all relevant data for the last 5 years i.e. 2009, 2010, 2011, 2012 and 20135. Return on Equity = Net Income / Shareholders Equity. Return on Equity = Net Income is for the full fiscal year (before dividends paid to common stock holders but after dividends to preferred stock). Shareholders equity does not include preferred shares.6. The above Annexure shall be duly certified by Chartered Accountant / Company Auditor under his signature & stamp. |
|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

ANNEXURE- 3A**FINANCIAL DATA****(WORK DONE DURING THE LATEST LAST FIVE FINANCIAL YEARS)****NAME OF THE TENDERER:***(All amounts in Rupees in Crores)*

| S. No. | DESCRIPTION | Financial Data for Last 5 Audited Financial Years (updated as per Note 5 given below) | | | | |
|-----------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------|-------------------|-------------------|-------------------|-------------------|
| | | Year 2009-2010 | Year 2010-2011 | Year 2011-2012 | Year 2012-2013 | Year 2013-2014 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | Total value of <i>work done</i> as per audited financial statements | | | | | |

NOTE:

1. Attach attested copies of the Audited Financial Statements of the last five financial years as Annexure.
2. All such documents reflect the financial data of the tenderer and not that of sister or parent company.
3. The financial data in above prescribed format shall be Certified by Chartered Accountant / Company Auditor under his signature & stamp.
4. The above financial data will be updated to **31.03.2015** price level assuming 5% inflation for Indian Rupees every year and 2% for foreign currency portions per year. For the purpose of evaluation of all prices will be converted to Indian Rupees using the Exchange (selling) rates for those currencies at the close of business of the State Bank of India at 31st March of each financial year.
5. Applicants whose financial year closure falls in months after March, may submit all relevant data for the last 5 years i.e. 2009, 2010, 2011, 2012 and 2013.

ANNEXURE- 3B (WORKS IN HAND)
As on first day of the month of tender submission

Applicant's legal name **Date.....**

Group Members's legal name **Page.....ofpages**

| Name and brief particulars of contract (Clearly indicate the part of the work assigned to the applicant(s)) | Name of client with telephone number and fax number | Contract Value In Rupees Equivalent (Give only the value of work assigned to the applicant(s)) | Value of balance work yet to be done in Rupee equivalent as on tender submission date | <i>Date of Completion as per Contract Agreement</i> | <i>Expected Completion Date</i> | Delay if any, with reason | Value of work to be done on the date of tender submission during next 12 months |
|--------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------|---------------------------------|---------------------------|---------------------------------------------------------------------------------|
| | | | | | | | |

ANNEXURE- 4
MINIMUM KEY STAFF REQUIREMENT DURING THE PEAK

| S.NO | DESIGNATION | NO. OF STAFF REQUIRED |
|------|------------------------------------------------|-----------------------|
| 1. | PROJECT MANAGER | 1 |
| 2. | CIVIL ENGINEER | 1 |
| 3. | ENVIRONMENTAL SPECIALIST SAFETY OFFICER | 1 |
| 4. | QUALITY ASSURANCE SPECIALIST | 1 |

a) Project Manager – Graduate/ Diploma in civil engineering having minimum 3 years experience as incharge of similar work & total minimum experience of 5 years.

b) Civil Engineer - Graduate/ Diploma in civil engineering having minimum 3 years experience in relevant field.

c) Environmental & Safety Officer: Concerned Degree/Diploma in Construction safety having minimum 2 years experience in safety & Environment field.

d) Quality Assurance (QA)- In charge: Graduate/ Diploma in civil engineering & certificate/Diploma in Quality Assurance having minimum 3 years experience in QA(field)

NOTE – Please submit the CV of above Key Personals as per Annexure – 5 of NIT.

As per the qualification and experience given in General Instruction – 2 of DMRC SHE manual (shall include an Accident prevention Officer).

ANNEXURE 5

Applicant’s legal name Date.....

Group Member’s legal name..... Page of pages

Key Staff Bio-data (Provide information for all key staff)

| | | |
|------------------------------|------------------------------------|----------------------------------------------|
| Name of Applicant | | |
| | | |
| Position | | |
| | | |
| <i>Candidate Information</i> | | |
| | Name of Candidate | Date of Birth |
| | Professional Qualifications | |
| <i>Present employment</i> | | |
| | Name of Employer | |
| | Address of Employer | |
| | Telephone | Contact (manager / personnel officer) |
| | Fax | Email ID |
| | Job title of candidate | Years with present employer |

Summarize professional experience over the last 10 years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project

| <i>From</i> | <i>To</i> | <i>Company / Project / Position / Relevant technical and managerial experience</i> |
|-------------|-----------|------------------------------------------------------------------------------------|
| | | |