

**SECTION 1
NOTICE INVITING TENDER**

1.1 GENERAL

- 1.1.1** Delhi Metro Rail Corporation (DMRC) Ltd. invites open e-tenders in two bid packet system for “**Annual Maintenance Contract for civil works at Metro Vihar Shastri Park Staff Quarters**” of DMRC LTD.
- 1.1.2** Delhi Metro Rail Corporation (DMRC) Ltd. invites open e-tenders in two bid packet system for the above-mentioned work (clause 1.1.1).

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| Approximate cost of work | Rs. 1,36,63,493/- (inclusive of all taxes) |
| Tender Security amount | Rs. 1,36,635/- Tender Security Amount i.e. D.D./Banker's cheque/BG/FDR, in favour of “Delhi Metro Rail Corporation Ltd” payable at New Delhi. in original, shall be accepted only upto 15:00 hours on 29/04/16 in the office of DGM/C&S at below mentioned address. |
| Completion period of the Work | 1 year (further extendable for 2 more year based on the performance in the preceding year) |
| Tender documents on sale | 07/04/16 to 28/04/16 (upto 17:00 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 011-49424307, 011-49424365 or 011-23417910 |
| Cost of Tender documents | INR 5,250/- (inclusive of 5% DVAT) Non-Refundable (Demand Draft /Banker's cheque) 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 29/04/16 in the office of DGM/C&S at below mentioned address. |
| Date of Pre-Bid Meeting | 20/04/16 at 15:00 hrs at DGM /civil office D.O. building Shastri Park Train Depot, Delhi |
| Last date of issuing addendum | 26/04/16 up to 17:00 hrs |
| Last Date & time of Submission of Tender (both technical and financial bid) | 29/04/16 up to 15:00 hrs |
| Date & time of opening of Tender (Technical Bid) | 29/04/16 at 15:05 Hrs. |
| Authority and place for purchase of tender documents, seeking clarifications and submission of completed tender documents | DGM/C&S Delhi Metro Rail Corporation, 6th floor, C-Wing, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi –110 001 |

The tender documents (non-transferable) can only be obtained after registration of tenderer on the website www.tenderwizard.com/DMRC. Downloaded tender document will not be entertained. All D.D. should be drawn in favour of “Delhi Metro rail Corporation Ltd.”, payable at New Delhi.

NOTE:

Any corrigendum, addendum etc issued shall be part of this tender document and shall be made available on DMRC website www.tenderwizard.com/DMRC

1.1.3 **Minimum Eligibility Criteria**

(a) Work Experience:

Experience of having satisfactorily completed similar works during last 5 years period ending last day of the month previous to the one in which the tenders are invited should be either of the following:

- (i) Three similar completed works each costing not less than the amount equal to Rs. 54.65 lakh (40% of the estimated cost)
or
- (ii) Two similar completed works each costing not less than the amount equal to Rs. 68.31 lakh (50% of the estimated cost)
or
- (iii) One similar completed work costing not less than the amount equal to Rs. 109.30 lakh (80% of the estimated cost)

(b) Financial Standing (Annual Turnover) :

The annual turnover of applicant during each of last three audited financial years should not be less than Rs. 109.30 lakh.

Tenderer shall submit last three years audited financial statement duly attested by certified Chartered Accountant to work out net worth and turnover. The net worth must be positive.

(C) The tenderer should have minimum three years experience of civil works in any Central Govt./state Govt./PSU's/DMRC or any private Limited company of repute, (relevant documentary proof has to be submitted).

(d) Definition of similar work: Construction of building, Civil, Maintenance works in any government department /Railway/PSU'S Govt. bodies and any private reputed organization/Companies.

(e) Applicant must not have been black listed or deregistered by any Govt. or Public sector undertaking during last 5 years the contractor has to submit an undertaking on Rs. 10 stamp paper duly attested by notary.

NOTE:

Any corrigendum, addendum etc issued shall be part of this tender document and shall be available on DMRC website www.tenderwizard.com/DMRC.

1.2 POINTS TO BE NOTED

- 1.2.1 Works envisaged under this contract are required to be executed in all respects within the period of completion mentioned above.
- 1.2.2 The mere fact that the tenderer is short listed as mentioned in sub clause 1.2.2 shall not imply that his bid shall automatically be accepted. The same should contain all technical, Financial & other details as required for the consideration of tender.
- 1.2.3 Tender document consists of the following:
 - a. Notice Inviting Tender - consisting of
 - i. Notice Inviting Tender

- ii. Scope of Work
 - iii. Tender prices
 - b. Instructions to Tenderers
 - c. General Conditions of Contract
 - d. Special Conditions of Contract
 - e. Bill of Quantities.
- 1.2.4 The Contract shall be governed by the documents listed in para 1.2.3 above.
- 1.2.5 The tenderers may obtain further information in respect of these tender documents from the office of DGM/Civil, 6th floor, Metro Bhawan, Fire Brigade lane, Barakhamba Road, New Delhi-01
- 1.2.6 The intending bidders 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.
- 1.2.7 The authorized signatory of intending bidder, 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 All Tenderers are hereby cautioned that tenders containing any material deviation or reservation as described in Clause 24.0 of "Instructions to Tenderers" and / or minor deviation without quoting the cost of withdrawal shall be considered non-responsive & shall be summarily rejected.
- 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 Bidders shall note that the maximum file size that can be uploaded is 5 MB. All the uploaded files in tender submission should be named properly and arrange systematically.
- 1.2.13 The bidders are advised to keep in touch with e-tendering portal **www.tenderwizard.com/DMRC** for updates.

DGM /Civil
DMRC, New Delhi

SECTION 2

SCOPE OF WORK

- 2.0 The contractor will execute the work i.e “ **Annual Maintenance Contract for civil works at Metro Vihar Shastri Park Staff Quarters**”. Contractor shall prepare the drawing for the approval of the DMRC as per requirement.

2.1 Brief Scope

The work under this contract shall consist of, but not limited to, all materials, labour, equipment's, tools, plants and necessary machinery as required to completely execute following works in block hours:

- a) Provision of all necessary labours, construction equipment, instruments and appliances in connection with all above mentioned work as specified or as directed by Engineer-in-Charge or the representative of Engineer.
- b) In case of major addition/alterations the drawings including details of structural drawings may be supplied by DMRC.
- c) Any other item of work as may be required, to be carried out as per CPWD specifications, for completing the job in all respects in accordance with the provisions of contract and or to ensure the structural stability and safety of the work during and after construction.
- d) CPWD Specifications will be applicable for methodology of execution of work for all DSR items. For NDSR items methodology as per relevant IS codes or structural drawing with method statement shall be provided by Engineer in charge.
- e) Clearing site after completion of work and handing over of all the works, as specified and directed by Engineer in charge.
- f) Damage caused to properties of DMRC if any, during execution of above work shall be rectified by the contractor at his cost failing which the cost of rectification shall be recovered at market cost of such items from the next R/A Bill / Final Bill of the work contract.
- g) The work shall be carried out with all safety precautions. The contractor shall ensure all his workers shall have Personal Protective Equipment's (PPE's) at his cost (not to be charged to the worker) and ensure safety of site by providing Barricades for restricting movement of public to work area. The barricade arrangement shall be approved by Engineer in charge keeping in view the overall circulating pattern of the commuters in the station.
- h) Time Period is **1 year** from the stipulated date of commencement of work as per clause 1.1 of NIT. The work may be extended further for a period of 2 years, one year at a time, based on the performance of the contractor and recommendations received from field officers
- i) Defect liability period shall be one year from the date of issue of completion certificate, for all the items supplied and works carried out.

- j) All regular minor and major repairs at stations i.e. upkeep will be contractor's responsibility and it should be ensured by deploying his staff with instruction for frequent inspection. Further before attending the deficiencies he should inform concern JE/ASE/SE/SSE/XEN so as to ensure quality and verification of work done.
- k) Any addition / alteration / construction work carried out in the Bill of Quantities.
- l) **The scope of the contract includes periodical inspection of the premises by the contractor himself, identifying the defects, make a proposal to the engineer, obtain his approval and carry out the work. In general, responsibility of the station building kept defect free and updated position will rest with the contractor.**

In addition, the defects noticed by DMRC officials will also be endorsed in the Complaint Book being maintained at the Station Controller's office which should be acknowledged by the representative of the contractor along with the indication of time by which it would be attended to. Complaints of regular nature, if continues, will be considered as non performance the contractor.

In addition, the monthly joint inspection will be carried out by DMRC officials and items identified should be informed to the contractor along with the specified time during which it can be attended. These items shall be recorded in Site Order Book and Progress Monitoring Register maintained at field office.

The value of work shall be on items of rates accepted and/or percentages above/below/par on Delhi Schedule of Rates 2014. Letter of acceptance subject to such additions thereto or deductions there from as may be made under the provisions of the contract.

2.4 Material

2.4.1 Quality

All materials used in the works shall be of the quality as specified in CPWD specifications, obtained from sources and suppliers approved by the Engineer and shall comply with the tests prescribed in the Technical Specifications/Codes of Practice. Approved list of vendors by DMRC for materials/ products is enclosed at annexure.

In case of non-availability of specified materials the alternative material should be used with the prior approval of Engineer in charge. The approval should be obtained in writing. Any unapproved or substandard material shall be deemed as rejected.

2.5 Sampling and Testing

In addition to Test certificates, samples of all materials proposed to be employed in permanent works shall be submitted to the Engineer when called for. In such cases, materials will not be brought to the site without prior approval of the Engineer.

The contractor will bear all expenses for sampling and testing, whether at the manufacturer's premises at source, at site or at any testing laboratory or institution as directed by the Engineer.

2.6 **Rejection**

Any materials that have been found not to conform to the specifications will be rejected forthwith and shall be removed from the site by the contractor at his own cost immediately.

2.7 **Workmanship**

All works shall be true to level, plumb and square and the corner, edges and arises in all cases shall be unbroken and neat and shall be as per provisions in the relevant Technical Specifications / Standard Codes of Practices. Contractor shall also submit Quality Assurance Programme and Methods Statements for special works to be done within 7 days of acceptance of tender before the start of work for approval of Engineer-in-Charge.

2.8 Minimum Level of inventory maintained at site office is enclosed at annexure. Issue /receipt and upkeep of store items shall be responsibility of contractor.

SECTION 3

TENDER PRICES AND SCHEDULE OF PAYMENT

3.1 Tender Prices

- 3.1.1 a. Unless explicitly stated otherwise in the Tender Documents, the contractors shall be responsible for the whole works, based on the work orders issued by the competent authority and payment shall be as per accepted rates based on the items carried out as per the work orders issued by the competent authority as and when required.
- b. The rate quoted by the tenderer is inclusive of all duties, taxes, fees, octroi and other levies, materials, labour etc.

3.1.2 Schedule of Payment

The payment will be made on actual basis as per the accepted rates based on the activities carried out as per the work orders issued by the competent authority as and when required. The payment will be made as per measurement recorded in the measurement sheet & on account bill submitted by the contractor and verified by the engineer.