



DELHI METRO RAIL CORPORATION LIMITED

**Consultancy work for Technical Audit of the Flexible OHE
installations in Line 3 and 4 of DMRC**

CONTRACT PACKAGE – CE-24

TENDER DOCUMENTS

VOLUME 1

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**DELHI METRO RAIL CORPORATION LTD.
Metro Bhawan, Fire Brigade Lane,
Barakhamba Road, New Delhi –110 001**

CONTRACT NO: CE-24

**Consultancy work for Technical Audit of the Flexible OHE
installations in Line 3 and 4 of DMRC**

TENDER DOCUMENTS

VOLUME 1

NOTICE INVITING TENDER

NOTICE INVITING TENDER (NIT)**1. GENERAL****Name of Work:**

Delhi Metro Rail Corporation (DMRC) Ltd. invites Open e-Tenders on international competitive bidding (ICB) basis from eligible applicants from all countries and all areas, who fulfil *qualification criteria* as stipulated in clause 1.4.2 of NIT, for the scope

“Consultancy works for Technical Audit of the Flexible OHE installation in Line 3 and 4 of DMRC”

1.1 Key details:-

Approximate Cost of work = INR 2.94 Cr.

a.	Name of Work	Contract: CE-24 “Consultancy Works for Technical Audit of the flexible OHE System in Line 3 and 4 of DMRC”
b.	Approximate Cost of work	Rs. 2.94 Crores (Excluding Taxes)
c.	Tender Security Amount* (Earnest Money Deposit)	Rs 2.94 Lakh Tender Security document i.e, D.D./ Banker’s cheque/ Pay Order or FDR, in original, shall be accepted only up to 12:00 hours on 09/01/2018 in the office of ED/Traction/Planning. Validity of Tender Security in case of BG/FDR 04.09.2018 (GST Registration no. shall be provided, as applicable, along with the tender security)
d.	Cost of Tender Documents* (Non-Refundable)	Rs 23,600/- (inclusive of 18% GST) Non-Refundable (Demand Draft/Banker’s cheque drawn on a Schedule Commercial Bank based on 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 up to 1200 hrs on 09.01.2018 in the office of Executive Director/Traction/Planning at following address. (GST Registration no. shall be provided, as applicable, along with the tender cost)
e.	Tender Document available for sale on website	From 08.12.2017 to 08.01.2018 (upto 15:00 hrs) on e-tendering website https://eprocure.gov.in/eprocure/app Tender document can only be obtained after registration of tenderer on the website https://eprocure.gov.in/eprocure/app .
f.	Pre-bid Meeting	19.12.2017 at 11:00 Hrs at Metro Bhawan
g.	Last date of Seeking Clarification	15.12.2017 (Upto 17:00 Hrs) (Queries from bidders after due date shall not be acknowledged)
h.	Last date of issuing amendment, if any	22.12.2017 up to 17:00 Hrs
i.(i)	Tender submission Start Date and Time	02.01.2018 (from 09:00 Hrs)
i.(ii)	Tender submission end Date and Time	08.01.2018 (Upto 15:00 Hrs)
j.	Date & Time of opening of Tender (Technical Bid)	09.01.2018 at 15:00 Hrs.

k.	Date & Time of opening of Financial Bid	Will be informed later on after the evaluation of Technical Bids (Only to the bidders who will successfully qualify the Technical Evaluation)
l.	Validity of Tender	180 days from the last date of submission of tender.
m.	Stipulated date of Commencement of work	From the date of issue of "Letter of Acceptance" or as per the instructions of Engineer-in-charge.
n.	Time Period	18 Weeks from the date of commencement of work.
o.	Authority and place for submission of tender cost & Tender Security (EMD), required documents (if any) and seeking clarifications on tender documents	Executive Director/Traction/Planning, Delhi Metro Rail Corporation, 7th floor, C-Wing, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi –110 001

1.3 Source of Funds: This project is being funded by non JICA funds, DMRC.

1.4 QUALIFICATION CRITERIA:

1.4.1. Eligible Applicants:

A Tenderer may be from any country and all areas either a single entity or any combination of entities in the form of a joint venture or association (JVA) or Consortium under an existing agreement or with the intent to enter into such an agreement supported by a letter of intent. In the case of a JVA / Consortium, all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms; and the JVA / Consortium shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the partners of the JVA/ Consortium during the tendering process and, in the event the JVA/ Consortium is awarded the Contract, during contract execution.

- (i) (a) A non- Indian firm is permitted to tender only if it has atleast two authorised representatives, conversant with Indian language are available in India.
- (b) A tenderer shall submit only one bid in the same tendering process, either individually as a tenderer or as a partner of a JV. 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 or as a partner of a JV 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. However, bidders may propose vendors as per vendor approval procedure provided in the tender documents and vendors will not be treated as subcontractors, for the purpose of this clause only.
- (ii) A Tenderer and all partners constituting the Tenderer shall not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. A Tenderer may be considered to have a conflict of interest with one or more parties in this tendering process, if:
 - a. Tenderer and all partners constituting the Tenderer has been engaged by the Employer to provide consulting services for the preparation related to procurement for or implementation of the project;
 - b. Tenderer and all partners constituting the Tenderer is any associates / affiliates (inclusive of parent firms) mentioned in subparagraph (a) above; or
 - c. A Tenderer and all partners constituting the Tenderer lends, or temporarily seconds its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for or implementation of the project, if the personnel would be involved in any capacity on the same project.

- (iii) A firm, who has purchased the tender document in their name, can submit the tender either as individual firm or in joint venture/Consortium. However, the lead partner in case of JV shall be one who has experience of Design of 25 kV Overhead Equipment (OHE) system or similar Electrical design work.
- (iv) Any Central / State government department / public sector undertaking / other government entity or local body must not have banned business with the tenderer (any member in case of JV) as on the date of tender submission. Also no contract of the tenderer should have been rescinded / terminated by DMRC after award during last 5 years due to non-performance of the tenderer or any of JV/Consortium members. The tenderer should submit undertaking to this effect in Appendix 6 of Form of Tender.
- (v) Tenderer (any member in case of JV/consortium) must not have paid liquidated damages of 10% (or more) of the contract value in a contract due to delay or penalty of 10% (or more) of the contract value due to any other reason during last five years. The tenderer should submit undertaking to this effect in Appendix 14 of Form of Tender.
- (vi) Tenderer (any member in case of JV/consortium) must not have suffered bankruptcy/ insolvency during the last 5 years. The tenderer should submit undertaking to this effect in Appendix 12 A of Form of Tender.
- (vii) **LEAD PARTNER/NON SUBSTANTIAL PARTNERS/CHANGE IN JV/CONSORTIUM**
 - a. Lead partner must have a minimum of 26% participation in the JV/Consortium.
 - b. Partners having less than 26% participation will be termed as non-substantial partner and will not be considered for evaluation which means that their financial soundness and work experience shall not be considered for evaluation of JV/Consortium.
 - c. In case of JV/Consortium, change in constitution or percentage participation shall not be permitted at any stage after their submission of application otherwise the applicant shall be treated as non-responsive.
- (viii) Bidder can however use the technical and financial strength of its Parent Company /Affiliate Company to fulfil the Technical and/or Financial Eligibility criteria mentioned below. In such case, Bidder shall submit an Undertaking from Parent Company / Affiliate Company as per Appendix 16A of Form of Tender and also furnish a certificate of relationship of Parent Company or Affiliate with the Bidding Company as per Appendix 16, Company Secretary certificate towards shareholding pattern of the Parent Company and the Bidding Company along with Board resolution from the Parent Company.
- (ix) Lead partner or any of the partner will not be eligible if they were involved earlier in Traction designing work of Line 3 and Line 4 of DMRC.

1.4.2 Minimum Eligibility Criteria:

A. Work Experience: The tenderers will be qualified only if they have completed work(s) during last five years ending - 31/12/2017 as given below:

The work involves following major areas: -

1. *At least one work involving Audit/Study of 25kV Flexible OHE Traction System including failure investigation for MRTS/Railway, and*
2. *At least one work containing study on power simulation based on existing and future traffic requirements, and*
3. *Detail designing work of 25kV FOCS for a MRTS/Railway system.*

Notes:

- The tenderer shall upload details of work executed by them in the prescribed format as per Appendix-13 of Form of Tender for the works to be considered for qualification of work experience criteria. Documentary proof such as completion certificates from the client clearly indicating the nature/scope of work, actual completion cost and actual date of completion for such work should be uploaded. In case work is executed for private client documentary proof such as copy of work order, Bill of quantities, Bill wise details of payment received certified by CA, TDS certificates for all the payments received, copy of final/ last bill paid by the client should be uploaded. The offers submitted without this documentary proof shall not be evaluated.

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

- (i) T1- Annual Turnover:** The average annual turnover of the tenderer during last three audited financial years (2014-15, 2015-16 and 2016-17) should not be less than **Rs. 6.8 Crore.**

Financial data for the last three audited financial years has also to be uploaded by the tenderer (each member in case of JV) in Appendix-12 Form of Tender along with audited balance sheets. The financial data in the prescribed format shall be certified by chartered accountant with his stamp, signature and membership number. Also, if the tenderer provides no or NIL financial data for any of the above financial year, then his application shall not be considered and summarily rejected. The averages annual turnover of JV will be based on percentage participation of each member.

Example: Let member-1 has percentage participation = M and member-2 has percentage participation = N, Let the averages annual turnover of member-1 is A and that of member-2 is B, then average annual turnover of JV will be = $\frac{AM+BN}{100}$

Notes:

- Financial data for latest last three audited financial years has to be uploaded by the tenderer in Appendix-16 of Form of Tender 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 '2' audited financial years will be taken into consideration for evaluation. If audited balance sheet of any other year than the last year is not uploaded, 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

1.4.3 Minimum Key Staff requirement – The tenderer should be able to mobilize a project team as per the Educational/professional profile given in the Appendix 13C of FOT.

1.4.4 Project Organization should be as under:

S. No.	Description	Minimum Requirement (in nos.)	Minimum Overall Experience Required.	Minimum Working Experience in mentioned field.
1	Professional with experience in Mechanical and/or Metallurgical Engineering	1	10 Years	05
2	Design Engineer (OHE)	1	10 Years	05
3	Experience in Railway	1	10 Years	05

	Electrification installations.			
4	Experience in Maintenance of OHE installation.	1	10 Years	05

- 1.4.5** The bidder should have at least 2 nos. of authorized technical representatives convergent with the work execution under the contract.
- 1.4.6** For further additional details and clauses refer to tender clauses 3.2.2 in ITT and FOT (Appendix 13C) and other tender clauses.
- 1.4.7** Only those applicants who meet all the above criteria viz. financial, technical and Project Organization, will be considered for further evaluation.

All the above experts should be regular employee of the firm as on date of Tender submission.

1.4.8 The Tender documents consist of:

Volume 1

- Notice Inviting Tender
- Instructions to Tenderers (including Annexure)
- Form of Tender (including Appendices)
- General Conditions of Contracts
- Special Conditions of Contract

Volume 2

- Scope of Work

Volume 3

- Financial Package

- 1.4.9** The Tenderers may obtain further information/ clarification, if any, in respect of these tender documents from the authority defined in the Key details above.
- 1.4.10** The intending tenderers must be registered on e-tendering portal <https://eprocure.gov.in/eprocure/app>. 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.
- 1.4.11** 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.
- 1.4.12** 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.
- 1.4.13** The "Original" of this Tender Security is to be submitted in a separate sealed envelope in the office of the Executive Director/Traction/Planning at the address given in the Tender Documents before date & time of submission of tender mentioned in the NIT. Offers submitted without the Tender Guarantee or with invalid Bank Guarantees shall be rejected outright.
- 1.4.14** All Tenderers are hereby cautioned that tenders containing any material deviation or reservations as described in Clause **7.4.4** of "Instructions to Tenderers" and/or minor

deviation without quoting the cost of withdrawal shall be considered as non-responsive and is liable to be rejected.

- 1.4.15** Late tenders (received after date and time of submission of bid) shall not be accepted under any circumstances.
- 1.4.16** Tenders shall be valid for a period of 180 days (both days inclusive i.e. the date of submission of tender and the last date of period of validity of the tender) from the date of submission of Tenders and shall be accompanied with a tender security of the requisite amount as per clause 5.0 of ITT.
- 1.4.17** 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.
- 1.4.18** 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
- 1.4.19** The bidders are advised to keep in touch with e-tendering portal <https://eprocure.gov.in/eprocure/app> for updates.
- 1.4.20** Letter of acceptance to the successful bidder shall be uploaded on procurement portal which can be downloaded by the successful bidder.
- 1.4.21** For any complaint, tenderer may contact CVO, DMRC (email- cvodmrc@gmail.com Ph.011-23418406).

**Executive Director/Traction/Planning
Delhi Metro Rail Corporation limited**

Instructions for Online Bid Submission:

1. GENERAL

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

2. REGISTRATION

- a) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- e) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- f) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

3. SEARCHING FOR TENDER DOCUMENTS

- a) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- c) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

4. PREPARATION OF BIDS

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) Bidder, in advance, should get ready the bid documents to be uploaded as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

- d) To avoid the time and effort required in uploading the same set of standard documents which are required to be uploaded as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

5. SUBMISSION OF BIDS

- a) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- d) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- e) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- f) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- g) All the documents being uploaded by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- h) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- i) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- j) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

6. ASSISTANCE TO BIDDERS

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.
- c) For any Technical queries related to Operation of the Central Public Procurement Portal Contact at:
0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787, International Bidders are requested to prefix 91 as country code. E-Mail: [cphp-nic\[at\]nic\[dot\]in](mailto:cphp-nic[at]nic[dot]in)