

# **CONTRACT NO: CC-18N**

## **TENDER DOCUMENTS**

### **VOLUME 1**

## **NOTICE INVITING TENDER**

**NOTICE INVITING TENDER (NIT)  
(e-Tender)**

To

**M/s Mody Decora & Stones Pvt. Ltd.,**  
A-58, Ground Floor, Azad Nagar, veera Desai Road  
Andheri (West), Mumbai-400058

**Name of Work:** **Contract CC-18N:** Execution of remaining finishing works at Sarojini Nagar Station in the stretch of Contract CC-18 of Delhi MRTS Project Phase-III.

**1.1 GENERAL**

**1.1.1 Name of Work:**

Delhi Metro Rail Corporation (DMRC) Ltd. invites online single e-tender from **M/s Mody Decora & Stones Pvt. Ltd.** for the work **Contract CC-18N: Execution of remaining finishing works at Sarojini Nagar Station in the stretch of Contract CC-18 of Delhi MRTS Project Phase-III.**

The brief scope of the work is provided in Clause A1 of ITT (Volume-1) and Employer's Requirement (Volume-3).

**1.1.2 Key details :**

Approximate cost of work	<b>Rs. 8,65,58,319.38</b>
Tender Security	Amount of Tender Security:- <b>Rs. 8,65,584.00</b> Validity of Tender Security: - <b>03.11.2017</b> Tender Security (in original) as per clause C18 of ITT shall be accepted only <b>up to 1500 hrs on 09.03.2017</b> in the office of General Manager/Contracts at the address mentioned hereinafter.
Completion period of the Work	06 (six) months
Tender documents on sale	From 03.03.2017 to 09.03.2017 (up to 1500 hrs) on e-tendering portal <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>
Cost of Tender documents	INR 21,000/- (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 <b>1500 hrs on 09.03.2017</b> in the office of General Manager/Contracts at the address mentioned hereinafter.
Date & time of Submission of Tender online	Tender submission start date: <b>03.03.2017 (0900 hrs)</b> Tender submission end date: <b>09.03.2017(1500 hrs)</b>
Date & time of opening of Tender online	<b>10.03.2017 at 1535 hrs</b>

<ul style="list-style-type: none"><li>Authority for purchase of tender documents, seeking clarifications and submission of completed tender documents</li></ul>	<b>GM/Contracts,</b> Delhi Metro Rail Corporation, 5 <sup>th</sup> floor, A-Wing, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi –110 001
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**1.1.3 QUALIFICATION CRITERIA:**

**1.1.3.1 Eligible Applicants :**

NOT USED

**1.1.3.2 Minimum Eligibility Criteria:**

**A. Work Experience:** NOT USED

**B. Financial Standing:** NOT USED

**1.1.3.3 Bid Capacity Criteria:** NOT USED

**1.1.4 The Tender documents consist of :**

**Volume 1**

- Notice Inviting Tender
- Instructions to Tenderers (including Annexures)
- Form of Tender (including Appendices)

**Volume 2**

- Special Conditions of Contract (including Schedules)
- General Conditions of Contracts
- Condition of Contract on Safety, Health & Environment (SHE) Ver. 1.2

**Volume 3**

- Employer's Requirements including appendices

**Volume 4**

- Technical Specifications

**Volume 5**

- Tender Drawings(DELETED). The general finishing drawings shall be same as been issued for Contract CC-18 (Sarojini Nagar). Any additional shop drawings yet not approved shall be prepared by the contractor of CC-18N and got approved from DMRC.

**Volume 6**

- Bill of Quantities

**1.1.5** The contract shall be governed by the documents listed in Para 1.1.5 above along with latest edition of CPWD Specification, IRS Specifications & MORTH Specifications. These may be purchased from the market.

- 1.1.6** The Tenderer may obtain further information/ clarification, if any, in respect of these tender documents from the office of GM/Contracts, Delhi Metro Rail Corporation, 5<sup>th</sup> floor, A-Wing, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi –110001.
- 1.1.7** The Tenderer is hereby cautioned that tenders containing any material deviation or reservations as described in Clause. **E 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.
- 1.1.8** The intending tenderer must be registered on e-tendering portal <https://eprocure.gov.in/eprocure/app>. If the tenderer is not registered on the e-tendering portal, the tenderer shall be required to get registered beforehand. After registration, the tenderer will get user ID and password. On login, the tenderer can participate in tendering process and can witness various activities of the process.
- 1.1.9** The authorized signatory of intending tenderer, as per Power of Attorney (POA), must have valid **class-II** or **class-III** digital signature. The tender document can only be downloaded from e-tendering portal using class-II or class-III digital signature. However, the tenderer shall upload their tender on <https://eprocure.gov.in/eprocure/app> using class-II or class-III digital signature of the authorized signatory only.
- 1.1.10** Tender submission shall be done online on <https://eprocure.gov.in/eprocure/app> after uploading the mandatory scanned documents towards cost of tender documents (in the form of Demand Draft or Pay Order or Banker’s Cheque from a Scheduled commercial bank based in India) and towards Tender Security (in the form of Bank Guarantee or Demand Draft, Pay Order, Banker’s Cheque or FDR from a Scheduled commercial bank based in India) and other documents as stated in the tender document. Instructions for on-line bid submission are furnished hereinafter.
- 1.1.11** Submission of Tender shall be closed on e-tendering website of DMRC at the date & time of submission prescribed in NIT after which no tender shall be accepted.
- It shall be the responsibility of the bidder / tenderer to ensure that his tender is submitted online on e-tendering website <https://eprocure.gov.in/eprocure/app> before the deadline of submission. DMRC will not be responsible for non-receipt of tender documents due to any delay and/or loss etc.
- 1.1.12** Tender shall be valid for a period of **180 days** (both days inclusive i.e. the date of submission of tenders 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 C18 of ITT.
- 1.1.13** 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.
- 1.1.14** Tenderer is advised to keep in touch with e-tendering portal <https://eprocure.gov.in/eprocure/app> for updates.
- 1.1.15** The bidders may note that this tender is based on one packet system and scrutiny of documents along with tender submission will be done after opening of bid. If at any stage, any bidder found non- responsive with the criteria mentioned in this document, bidder will be disqualified and their bid will not be evaluated further.

**General Manager/Contracts  
Delhi Metro Rail Corporation Ltd.**

### **Instructions for Online Bid Submission:**

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>.

#### **REGISTRATION**

- 1) 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.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) 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.
- 4) 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.
- 5) 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.
- 6) 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.

#### **SEARCHING FOR TENDER DOCUMENTS**

- 1) 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.
- 2) 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.
- 3) 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.

#### **PREPARATION OF BIDS**

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) 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.
- 3) Bidder, in advance, should get ready the bid documents to be submitted 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.

- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted 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.

### **SUBMISSION OF BIDS**

- 1) 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.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) 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.
- 5) 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.
- 6) 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.
- 7) All the documents being submitted 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.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (ie 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.
- 9) 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.

### **ASSISTANCE TO BIDDERS**

- 1) 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.
- 2) 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.
- 3) For any Technical queries related to Operation of the Central Public Procurement Portal Contact at :

Mobile Numbers: 91 8826246593

Tel: The 24 x 7 Toll Free Telephonic Help Desk Number 1800 3070 2232. Other Tel: 0120-4200462, 0120-4001002.

E-Mail: [cphp-nic\[at\]nic\[dot\]in](mailto:cphp-nic[at]nic[dot]in)