



DELHI METRO RAIL CORPORATION LTD.
(A Joint Venture of Govt. of India & Govt. of NCT, Delhi)

“Supply and installation of GI Earth Strips in Airport line stations”

TENDER DOCUMENT

VOLUME-I

- * NOTICE INVITING TENDER
- * SCOPE OF WORK
- * TENDER PRICES AND SCHEDULE OF PAYMENT
- * INFORMATION AND INSTRUCTIONS FOR “ON LINE BID SUBMISSION”

SECTION 1
NOTICE INVITING TENDER (e-TENDER)

1.1 GENERAL

Delhi Metro Rail Corporation (DMRC) Ltd invites open e-Tenders from eligible applicants, who fulfill the qualification criteria as stipulated in clause no. 1.2 of NIT, for the work, as per following details

Approximate cost of work	Rs. 1297555.00/- (inclusive of all taxes). (Rupees Twelve Lacs Ninety Seven thousands Five hundred Fifty Five Rupees only).
Mode of tender	Single stage two bid (Technical & financial bids to be uploaded at the same time)
Tender Security amount	Rs. 25,951.00
Cost of Tender (Non-Refundable)	Rs. 5250.00 (Rs.5,000/- plus 5% VAT) Non-Refundable
Completion period of the Work	03 months from the day of issue LOA.
Tender documents on sale	From 16.06.2017 to 06.07 .2017 (up to 12:00 hrs) on e-tendering website https://eprocure.gov.in/eprocure/app
Pre-bid Meeting	Not applicable
Last date of Seeking Clarification	27 .06.2017 up to 17:00 hrs. (Queries from bidders after due date shall not be acknowledged)
Last date of Issuing Addendum / Corrigendum	05.07.2017 up to 17:00 hrs.
Last Date & time of Submission of Tender Online	06.07.2017 up to 12:00 hrs.
Date & time of submission of tender cost & tender Security	06.07.2017 at 14:00 hrs.
Date & time of opening of Technical Bid Online	07.07.2017 at 15:00 hrs.
Date & time of opening of Financial Bid Online	Shall be informed after evaluation of technical bid through website https://eprocure.gov.in/eprocure/app
Authority and place for submission of tender cost, tender security, required documents (if any), seeking clarifications etc.	AGM/AEL Delhi Metro Rail corporation Ltd. 6th Floor, C-Wing, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi - 110001.

1.2 MINIMUM ELIGIBILITY CRITERIA.**1.2.1 Work Experiences****1.2.2 Work Experiences -**

- a) The contractor should have completed one single work of similar nature of at least 80% of estimated value of contract or two similar works, each of at least 50% of estimated value of contract or three similar works, each of at least 40% of estimated value of contract in Govt. / Semi Govt. /Autonomous bodies/ PSU/ Metro Railways/ Airport in last 7 years ending March-2017.

- a) **Similar Nature of Work:** Supply & Installation/Repairing/Refurbishment of earth strip/earthing system/earth pit.

NOTE:

1. Following documents shall be considered for evaluating the criteria of work experience:
 - a. Self attested copies of work order, BOQ along with completion certificate (indicating the name of work, final amount, quantity of work, completion date etc.) issued by the client preferably on their letter head for completed work.
 - b. Self attested copies of work order, BOQ and Certificate for successful Execution of ongoing work up to 31.03.2017 issued by the client preferably on their letter head for quantum of work executed for work under progress.

1.2.3 Financial Standings

- a) Contractor's average Annual Turnover of last three audited financial years should be equal to or more than 80% of estimated cost of work.
- b) Applicant must have Self-attested copies of VAT / Service Tax registration certificate & valid PAN No.
- c) Applicant must not have been blacklisted or deregistered by any Govt. or public sector undertaking during last five years. Undertaking of the same should be given on non-judicial stamp paper of Rs. 10/- duly attested by Notary, in the format enclosed in **Annexure –D (Page No.-35 of ITT)**.

- 1.2.4 The mere fact that the tenderer is Pre-qualified shall not imply that his bid shall automatically be accepted. The same should contain all Financial & other details as required for the consideration of tender.

- 1.2.5 Tender document consists of the following documents:

VOLUME-I

- a. Notice Inviting Tender.
- b. Scope of Work.
- c. Tender Prices and Schedule of Payment.
- d. Information and Instruction for "Online Bid Submission".

VOLUME-II

- a. Instructions to Tenderer.
- b. Format of forms.
- c. General Condition of Contract (GCC).
- d. Special Conditions of Contract (SCC).
- e. Other Terms and Conditions of Contract (OTC).
- f. Contents of BOQ.

- 1.2.6 The contract shall be governed by the documents listed in **Para 1.2.5 above**.

The bidder may obtain further information / clarification, if any, in respect of these tender documents from the office of **AGM/AEL, Delhi Metro Rail corporation Ltd.**

6th Floor, C-Wing, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi - 110001. The bidder 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.

- 1.3 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.
- 1.4 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.
- 1.5 Tender shall be valid for a period of as per **ITT clause 12.0** from the date of submission of Tenders.
- 1.6 Tenderer is cautioned that the tender containing any material deviation from the tender document which consists of NIT, Instructions to tenderer, General conditions of contract, Special conditions of contract, Bill of quantities is liable to be summarily rejected as non-responsive.
- 1.7 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.
- 1.8 Tenderer is advised to visit the site of work before offering their rates.
- 1.9 The bidder is advised to keep in touch with e-tendering portal <https://eprocure.gov.in/eprocure/app> for updates. Any corrigendum, addendum etc issued shall be part of this tender document and shall be made available on this e-tendering portal.
- 1.10 Late tender (received after date and time of submission of bid) shall not be accepted under any circumstances.

AGM/AEL
Delhi Metro Rail corporation Ltd.
6th Floor, C-Wing, Metro Bhawan,
Fire Brigade Lane, Barakhamba Road,
New Delhi -110001.

SECTION 2

SCOPE OF WORK

The contractor will execute the work i.e. **“Supply and installation of GI Earth Strips in Airport line stations”**

2.1 Brief Scope

- a) There are 6 stations and 2 buildings (Depot & TVB) in airport line.
- b) Each above premises comprises of 33 & 25kV substations along with low voltage distribution system. Earth pits and earth mat are provided in each premises for earthing of various electrical equipment.
- c) Earth pits and mat are interconnected through network of earth strips laid in undercroft (less height area below platform), electrical rooms, shaft and roof/walls. Some of the existing copper earth strips have got damaged/deteriorated over the time and the same is envisaged to be brought in healthy condition through this contract. Willing bidders may visit the site to better comprehend the work before participating for tender.
- d) Installation of GI earth strip as per BOQ is to be carried out in different premises of airport line as per direction of engineer in-charge. Connection of new GI strip with existing copper strip shall be bolted type with provision of bimetallic strip. Earth strip shall be supported with the help of GI saddle clip at 1 meter interval.
- e) All hardware (nut, bolt & washer etc.), used for connection/joints except where welding is done, shall be made of stainless steel (SS). Contractor shall observe necessary safety precaution against fire during welding.
- f) Joints and tapings in the main earth loop shall be made in such a way that reliable and good electrical connections are permanently ensured. All welded joints shall be suitably protected by applying bitumen and red oxide paint.

2.2 General:

- a) The quantity of earth strip to be laid at each location will be as per the direction of DMRC engineer.
- b) Welding should be free from defects; the joint is to be properly cleaned. Bituminous coating and red oxide paint shall be applied after welding of earth strip.
- c) Deployment of men, transportation of man & machinery, supply of earth strips, consumables, welding equipment and drilling machine to various locations necessary for carrying out the job comes under contractor's purview and no extra payment shall be made on this account. Power supply shall be provided to contractor free of cost.
- d) The contractor at his own cost can visit DMRC sites, before quoting for the tender.
- e) The contractor is responsible for any damage caused while carrying out work.

2.3 ENTRY/GATE PASSES. WORK PERMITS & SAFETY REGULATIONS:

ENTRY PERMISSIONS:

- 1 The job is to be carried in the premises of DMRC ks in Delhi NCR Region and contractor is required to obtain the permissions from DMRC for their Manpower, Machines & Materials. Identity card issued by the security section should always be carried/ displayed by

contractor's employee on person while working inside the plant/platform.

GATE PASSES:

- 2 To bring materials/equipment's/tools/ tackles etc. inside the DMRC, the CONTACTOR has to produce challans / proper documents to the DMRC's personnel. The materials shall be checked thoroughly by the Owner personnel at gate and recorded in their register before allowing any materials to bring inside the Plant/platform by CONTRACTOR / his representative. It is Contractor's responsibility to see that the recorded entry No., Date, Signature of Owner's authorized representative personnel with stamp are there on the challan / supporting documents before taking any materials inside the plant. In addition to above, entry of the material will be permitted only during the stipulated working hour, and more so, if consignee is available to receive the said material.
- 3 To take Contractor's materials out of the DMRC, the contractor has to apply with specific purpose/reasons to the ENGINEER-IN-CHARGE, attaching challans / supporting documents signed by Owner's personnel at gate during entry.

WORK PERMIT:

- 4 If the work is required to be done at DMRC premises, then it is required to get the work permits from the concerned authorities of DMRC.

HOT WORK:

- 5 Hot work permits are to be obtained from DMRC for all the jobs which are capable of generating flame, spark, heat, etc., like. Portable fire extinguisher, provided by DMRC, shall always be kept nearby following work and contractor's staff should know the operation of fire extinguisher:
 - 1) Gas cutting
 - 2) Grinding
 - 3) Welding
 - 4) Hacksaw cutting and drilling.

SECTION 3

TENDER PRICES, TAXATION, SCHEDULE OF PAYMENT & STATUTORY COMPLIANCE DOCUMENTS

3.1 TENDER PRICES & TAXATION

- 3.1.1** a. Unless explicitly stated otherwise in the Tender Documents, the contractor shall be responsible for the whole works, based on the Bill of Quantities and payment shall be made as per accepted rates based on the activities carried out as in the BOQ.
- b. The rate quoted by the tenderer shall be inclusive of all duties, fees, octroi and other levies. However Service Tax and VAT shall be shown separately in the BOQ. Any change in Service tax rates shall be compensated / recovered by DMRC on submission of documentary support.
- c. After implementation of Goods and Service Tax (GST), the GST shall be considered in place of service tax/VAT. Any change/escalation in GST rates shall be compensated by DMRC.

3.2 SCHEDULE OF PAYMENT

- a. No Advance of any kind shall be given by DMRC to the contractor for the said work.
- b. Payment shall be made after completion of work on submission of bill along with other documents.
- Payment Invoices: Service Tax, Krishi Kalyan Cess and Swachchha Bharat Cess shall be shown separately in the Invoice.
- All applicable **Statutory Compliance Documents** as mentioned in **Clause No. – 3.3** below.
- c. Taxes shall be governed by existing Tax laws and payment shall be released subjected to deduction of all T.D.S as per applicable laws.

3.3 STATUTORY COMPLIANCE DOCUMENTS:

- Insurance policies as per GCC.
- Challans for EPF related period of payment.
- Challans for ESI related period of payment.
- Certificate for compliance of ESI.
- Certificate for compliance of EPF.
- Certificate for compliance of minimum wages (**Annexure-A of ITT**; Page No. - **31**).
- Declaration regarding Service and DVAT for deposit the same with Govt. Treasury (**Annexure-E of ITT**; Page No. - **36**)
- Group Insurance policy documents for Supervisors and Engineers.

SECTION 4

INFORMATION AND INSTRUCTIONS FOR "ON LINE BID SUBMISSION"

The intending tenderer must read the terms and conditions carefully and should only submit his tender if he considers himself eligible and he is in possession of all the documents required.

Information and instructions for tenderer posted on website shall form part of tender documents. The complete Tender Document can only be obtained online after registration of tenderer on the website <http://eprocure.gov.in/eprocure/app>.

Tender can only be submitted after uploading the mandatory scanned copy of documents such as Demand Draft or Pay Order or Banker's towards cost of Tender Documents and Tender Security (as prescribed in clause 1.1.1 of NIT).

The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement (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.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) 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.
- 10) 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

Telephone Numbers: The 24x7 Toll Free Telephonic Help Desk Number 1800 3070 2232. Other Tel: 0120-4200462, 0120 4001002. **Email Id:** cppp-nic@nic.in