



**NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ**

(Ministry of Rural Development, Govt. of India)

Rajendranagar, Hyderabad - 500030.

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**EOI for empanelment of agencies to award work of  
Core Cutting of MGNREGA CC Roads for Govt of Andhra Pradesh  
on rate contract basis**

On-line bids under two bid system (technical and financial) are invited from reputed agencies for Core Cutting of MGNREGA CC Roads for Government of Andhra Pradesh.

The detailed bidding document etc. can be viewed / downloaded from the website: <http://eprocure.gov.in>. Bidders are required to upload and submit their e-bid on Central Public Procurement Portal only. All subsequent amendments, time extension, clarifications, etc., will be uploaded on the website only and will not be published in newspapers. Bidders should regularly visit website to keep themselves updated.

The bidding document can be downloaded from 19.9.2018 and the last date for uploading of bids by the intending bidders and simultaneously sending the original DD for ₹ 1,20,000/- towards EMD to the Institute through post/ courier/ in person is 09.10.2018 by 3.00 pm.

No. CGARD/2018-19/MGNREGA-CCRoads/GovtofAP

Asst. Registrar (T)

Date: 18.9.2018



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contract basis**

**1. Invitation of bids**

On-line bids are invited under two bid system (technical and financial) for empanelment of an agency for Core Cutting of MGNREGA CC Roads for Government of Andhra Pradesh by NIRDPR, Rajendranagar, Hyderabad-500030, Telangana. Manual bids shall not be accepted.

Tender document may be downloaded from Central Public Procurement (CPP) Portal <https://eprocure.gov.in>. The time schedule for the tendering activities shall be as under:

1.	Date of notification of tender notice on CPP Portal / publication in the newspaper	19.9.2018
2.	Starting date for downloading tender document by the intending bidders	19.9.2018 at 10.00 am
3.	Last date for uploading of the bids by the intending bidders along with scanned copy of Earnest Money Deposit.	09.10.2018 by 3.00 PM
4.	Last date for submission of Demand Draft in original payable in favour of NIRD & PR, Hyderabad towards Earnest Money Deposit (EMD)	09.10.2018 by 3.00 PM
5.	Amount of Earnest Money Deposit	₹ 1,20,000/- only

6.	Date of downloading of technical bids received <u>by NIRD&amp;PR through on-line</u> by the last date and time	10.9.2018 at 3.30 PM
7.	Date of downloading of financial bids	To be notified later to only those bidders who qualify in technical bids.
8.	Tendering Authority	Assistant Registrar (T) National Institute of Rural Development & Panchayati Raj Rajendranagar Hyderabad - 500030. Tel. 040-24008479

## 2. **Instructions for submission of bids**

- i) Bids shall be submitted on-line in two parts, viz., technical bid in ANNEXURE-II and financial bid in ANNEXURE-III at CPP Portal website: <https://eprocure.gov.in> **only**. The offers submitted by Telegram/ Fax/ email will not be considered and summarily rejected. No correspondence will be entertained in this matter.
- ii) Not more than one tender shall be submitted by one bidder or bidders having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

## 3. **Preparation of Bids**

- i) Bidders should carefully read the e-tender document and understand its requirements before submission of their bids. They should also take into account any corrigendum published in continuation to the original one. Any non-fulfilment may lead to rejection of bid.

- ii) Bid documents to be submitted as required in the e-tender document may be in PDF / XLS / RAR / DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- iii) The technical bid in ANNEXURE-II to be uploaded in the first cover should contain the following documents:
  - (a) Scanned copy of registration certificate of the firm/company issued by Registrar of Companies (specify if others).
  - (b) Scanned copy of document indicating the firm should have minimum of 5 years' experience in conducting Core cutting tests on Cement Concrete Roads including the firm should have minimum of 2 years' experience in conducting Core cutting tests on Cement Concrete Roads for Government departments, and others to be enclosed for proof.
  - (c) Scanned copy of NABL Accreditation or ISO Certificate.
  - (d) Scanned copy of annual financial turnover of the company/firm for the last 5 financial years. Atleast Rs. 60 lakhs turn over per year (firm having annual turnover of Rs. 60 lakhs in any three years out of 05 years will be considered qualified).
  - (e) Scanned copies of PAN card and GST Registration Certificate;
  - (f) Scanned copy of DD for ₹ 1,20,000/- in favour of NIRD&PR towards EMD, payable at Hyderabad .
  - (g) Letter of acceptance of all the terms and conditions of the tender document on the letter head of the company/firm a per Annexure-1.
- vi) The financial bid should be prepared separately in the format prescribed at **ANNEXURE-III**.

#### **4. Registration for on-line submission of Bids :**

- i) The bidders are required to submit soft copies of their bids electronically on the CPP Portal <http://eprocure.gov.in> using valid Digital Signature Certificates (DSC).
- ii) For submission of on-line bid, bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in>) by clicking on the link “**Online Bidder Enrolment**”.
- iii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iv) Bidders are advised to register their valid e-mail address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- v) 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 / TCS / nCode / eMudhra etc.), with their profile.
- vi) Only one valid DSC should be registered by a bidder. Bidders must ensure that they do not lend their DSC's to others which may lead to misuse.
- vii) Bidders should then log-in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.
- viii) For uploading the same set of standard documents (e.g. PAN card copy, annual reports, auditor's certificates etc.) required to be submitted as a part of every bid, bidders can use “My Space” area available to them.

## **5. Submission of Bids :**

- i) Bidders must accept the terms and conditions contained in this e-tender document unconditionally while submitting their bids. They should give such acceptance in writing on the Company/ Firm's letter head in the format prescribed at **ANNEXURE-I**
- ii) Bidder should log-in to the site well in advance for bid submission so that the same is uploaded in time i.e. on or before the bid submission time. Bids received after the due date and time shall not be accepted in any case.
- iii) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iv) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- v) Hard Copy of DD has to be matched with the details available in the scanned copy and the data entered during bid submission time and the same should be sent to the Assistant Registrar (T), NIRD& PR, Rajendranagar, Hyderabad on or before 9.10.2018 by 3.00 p.m.
- vi) Financial bid must be submitted in the format prescribed (ANNEXURE-III) of this tender document and no other format shall be accepted. Bidders are required to download the file and quote the amount on hard copy. Once the details have been completed, the bidder should submit the same on-line in the form of soft copy. Striking and overwriting on financial bid shall be rejected summarily, as the same is not permitted.
- vii) 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.

- viii) 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.
- ix) The uploaded tender documents become readable only after the tender is opened by the authorized bid openers.
- x) Upon the successful and timely submission of bids, 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.
- xi) 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.
- xii) The original Demand Draft towards Earnest Money Deposit must be submitted on or before bid submission closing date and time, to **“Assistant Registrar (T), NIRD&PR, Hyderabad”**. Failure to do so is likely to entail rejection of bids.
- xiii) Any query relating to the process of on-line bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800 233 7315.

## 6. **Eligibility criteria for bidders and selection procedure**

- i) For being eligible in technical bidding, the intending bidders
  - (a) must be a registered firm/company/specify if others having registration certificate issued by Registrar of Companies;
  - (b) must have minimum of 5 years' experience in conducting Core cutting tests on Cement Concrete Roads including the firm should have minimum of 2 years' experience in conducting Core cutting tests on Cement Concrete Roads for Government departments, and others to be enclosed for proof.

- (c) The firm should have NABL accreditation or ISO Certificate.
  - (d) The annual financial turnover of the agency should be at least Rs. 60 lakhs per year in last 05 financial years (turnover of Rs. 60 lakhs in any three years out of 05 years will be considered to be qualified).
  - (e) PAN No., and GST Registration Certificate;
  - (f) Must submit EMD for ₹ 1,20,000/- in favour of NIRD&PR, Hyderabad in original before the last date and time specified for bid submission, no interest whatsoever will be paid by NIRDPR on EMD.
- ii) The bidder who has accepted all the terms and conditions of contract unconditionally in the format prescribed at ANNEXURE-I and whose financial bid including all the taxes/ charges is found to be the lowest shall be selected for award of contract.
- iii) Bidders who qualify on the basis of above criteria shall be short-listed. Financial bids of only such short-listed bidders shall be downloaded.





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contract basis**

## **Terms of Reference (ToR)**

### **1. Background**

A Good Road Network has an important bearing on the economic growth of the country. Rural Connectivity is perceived as one of the major component in increasing the agricultural output and earning capacity of the rural population. There is a marked improvement in quality of life by way of better educational facilities, improved health services, improved attendance by the school teachers as well as students. Accessibility also provides improvement in governance and provision of other facilities like post offices, access to police in case of emergencies and other communication system like telephones. Construction of quality roads requires concerted efforts on many fronts. CC Roads are being constructed under MGNREGA in Andhra Pradesh state in all 13 districts. The NIRD&PR is entrusted with 3rd Party Evaluation of MGNREGA CC Roads in Andhra Pradesh state. As a part of evaluation we need core cutting of CC pavements.

### **2. Scope of work**

The agency will have to conduct required Core Cutting tests on concrete pavements after completion of the work. This would involve inspection of sites,

collection of samples and conducting tests. 100 samples per district for one year have to be tested i.e. 1300 samples have to be tested in all 13 districts under MGNREGA CC Roads of Govt. of Andhra Pradesh.

### **3. Selection Procedure**

The Locations of samples will be selected by NIRD&PR.

### **4. Data/Information and Conditions**

- i) The process of Core Cutting and testing samples should be done in the presence of Representative of Panchayatiraj Engineering Department and Project Junior Engineer of NIRD&PR.
- ii) The Generator should be arranged by the firm in the absence of Electricity where ever needed.
- iii) The firm should carry the Core Cutter machine to the site at their own cost and contractor personnel required for Core Cutting work should be engaged by them.

### **5. Output & Schedule**

- i) The firm should issue an authenticated test certificate for the results obtained after testing the samples for compressive strength.
- ii) The firm should have own laboratory.
- iii) They shall submit the equipment details, details of technical expertise etc.
- iv) All relevant IS & IRC Codes shall be followed for sampling and testing.

### **6. Other conditions**

The successful bidder should undertake the third party verification of MGNREGA CC Roads for Govt of Andhra Pradesh.

- i)** Acceptance of the work order should be given within 15 days from the date of issue of the same otherwise next bidder will be consider for the issuing work order.
- ii)** The agency shall have to submit Rs. 3,00,000/- (Rupees three lakhs only) towards performance security in the form of Bank Guarantee. The validity of the security deposit must be at least for three months beyond the tenure of the contract period. No interest whatsoever shall be paid by the Institute on the performance security deposit submitted by the contractor.
- iii)** The successful bidder will be enrolled for the core cutting testing of MGNREGA CC Roads for Govt. of Andhra Pradesh for a period of 12 months.
- iv)** No extra cost/charges will be paid irrespective of distance, difficulty, location and accessibility.
- v)** The work shall be completed within the stipulated time period. If the work is not completed within stipulated time and in case of any anticipated delay in services due to reasons beyond the control of conditions, prior permission from the NIRDPR has to be obtained; else a penalty @ 1% per month of the work order value shall be charged and shall be deducted from the final payable amount.
- vi)** The allocation of works (locations) for core testing will be issued on monthly basis and payment also will be made on monthly basis.
- vii)** upon receiving the location, the result shall be submitted with in 20 days.
- viii)** Fortnightly physical and financial progress of the work should be submitted by contractor to NIRDPR.

- ix)** Any/accidents/damage caused during the field verification will be the responsibility of the agency.
- x)** In case of any dispute arises between the contractor and NIRDPR, the decision of the Director General, NIRDPR shall be final and binding.
- xi)** The Director General, NIRDPR reserves the right to accept or reject any bid (proposal) and to annul the solicitation process and reject all bids (proposals) at any time prior to award of work.
- xii)** In case of unsatisfactory performance /services, the contract will be liable to be terminated at any point of time giving 15 days notice.

**LETTER OF ACCEPTANCE OF TEERMS AND CONDITIONS**

(To be given on Company's Letter Head)

Date:

To

The Asst. Registrar (T)  
National Institute of Rural Development & Panchayati Raj  
Rajendranagar  
Hyderabad - 500 030.

**Subject: EOI for empanelment of agencies to award work of  
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Andhra Pradesh on rate contract basis**

**Reference: EOI Notification No. \_\_\_\_\_**

Dear Sir,

1. I/We have downloaded/ obtained the EOI document(s) for the above mentioned work from the web site(s) <https://eprocure.gov.in>. as per your advertisement given in the above mentioned website(s).
2. I/We have read the entire terms and conditions of the EOI document (including all annexure) which form part of the tender document and I/we hereby undertake that I/we shall abide by the terms and conditions including all clauses contained therein.
3. The corrigendum/ corrigenda issued from time to time by the NIRD&PR, Hyderabad too have also been taken into consideration while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned EOI document/ corrigendum in its entirety.
5. In case of any provision of this tender being found violated by me/ us, the NIRD&PR, Hyderabad shall, without prejudice to any other right or remedy, be at liberty to reject this tender/ bid including the forfeiture of the Bid Security/ Earnest Money Deposit in full.

Yours faithfully,

**Signature of the Bidder with Official Seal**

**TECHNICAL BID**  
**EOI for empanelment of agencies to award work of**  
**Core Cutting of MGNREGA CC Roads for Govt of Andhra Pradesh on rate**  
**contract basis**

(Tender Notification No.: \_\_\_\_\_)

Sl. No.	Particulars	Information to be supplied by the intending bidder
1.	Name of the Company/Firm	
2.	Address of the Company/ Firm/Others (specify)	
	(a) Postal	
	(b) Telephone/ Fax/ Mobile No.(s)	
	(c) E-mail ID	
	(d) Website address, if any	
3.	Type of the Company/ Firm/Others (specify)  (A copy of registration certificate issued by Registrar of Companies to be submitted)	
4.	Owner/ Director of the Company/ partners of the Firm/ Others (specify)	
5.	Year of establishment of the Co. / Firm/others	
6.	For how long the Co./ Firm/others has been providing such services to Government/ Semi-Govt./large private organizations? (proof to be submitted)	
7.	PAN No.	
8.	GST Registration No.	
9.	Details of Demand Draft submitted towards Bid Security/ Earnest Money Deposit for ₹ 1,20,000/-	
10.	Annual Turnover during the preceding 3 years i.e.2013-14, 2014-15, 2015-16, 2016-17 and 2017-18 (copy of audited Balance Sheet and Profit & Loss Account	Year Turn over in ₹ lakhs

	to be submitted) indicate firm turnover Rs. 65 lakhs in each year (3 years turnover of Rs. 65 lakhs in each year will be considered)	2013-14 2014-15 2015-16 2016-17 2017-18
11.	Filing of Income Tax Returns with Income Tax Department for the assessment years 2016-17,2017-18 and 2018-19(copy ITR for each year to be submitted)	

**Date:**

**Signature of Bidder with official seal**



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Tender Inviting Authority	<b>National Institute of Rural Development&amp; Panchayati Raj, Hyderabad</b>
Tender Title	<b>EOI for empanelment of agencies to award work of Core Cutting of MGNREGA CC Roads for Govt of Andhra Pradesh on rate contract basis</b>
Tender No.	
Bidder Name:	

**PART-II: FINANCIAL BID**

I/We after going through the project proposal, terms of reference and SOP, hereby quote our rates for third party verification of MGNREGA CC Roads for Govt. of AP, keeping in view the terms and conditions notified in the EOI.

Sl. No.	Description of the project	Rate quoted per each core	
		(in figures)	(in words)
1.	<b>EOI for empanelment of agencies to award work of Core Cutting of MGNREGA CC Roads for Govt of Andhra Pradesh on rate contract basis</b>		

**Signature of Bidder with official seal**

Date:

Place: