



# ASSAM INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION

(A GOVT OF ASSAM UNDERTAKING)

Industrial Estate, Bamunimaidam, Guwahati-21

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No. AIIDC/1417/2014/41/12446

Dated Guwahati the 18<sup>th</sup> July/2016

## AI: INSTRUCTIONS TO TENDERERS:

1. **TWO-COVER ITEM RATE TENDERS** affixed with non-refundable Court Fee Stamps of Rs. 8.25 (Rupees Eight and Paise Twenty Five) only are invited from approved and eligible contractors of ASSAM PWD and those of appropriate State or Central Government Institutions, Departments or Bodies dealing with buildings, for the work “**INTERIOR & RELATED WORK FOR THE PROPOSED DEHING-PATKAI CIVIC, SKILL UPGRADATION & TRADE CENTRE**” at Margherita, District Tinsukia.

The enlistment of the contractors should be valid on the last date of sale of Tenders.

In case only the last date of sale of Tender is extended, the enlistment of the contractor should be valid on the original date of sale of Tenders.

In case both the last date of receipt of application and sale of Tenders are extended, the enlistment of contractor should be valid on either of the two date's i.e. original date of sale of tender or on the extended date of sale of tender.

- 1.1 **The composite work is estimated to cost Rs. 7,55,43,895/-, consisting of the following major components:**

**Component (a) / ACOUSTIC & ALLIED WORK:** Rs. 5,74,01,714/-

**Component (b) / ILLUMINATION WORK:** Rs. 38,31,478/-

**Component (c) / MISCELLANEOUS WORK:** Rs. 2,10,325/-

**Component (d) / HVAC (Air-conditioning) WORK:** Rs. 1,23,29,728/-

**Component (e) / FIRE DETECTION & RELATED WORK:** Rs. 17,70,650/-

Estimates, however, are given merely as a rough guide.

- 1.2 Tenders will only be considered valid provided tenderers produce definite proof from appropriate authorities to the satisfaction of the Tender Authority of having satisfactorily completed similar works of magnitude specified as follows, corresponding proportionate to each of the Tender Components listed in Para 1.1:

### 1.2.1 General Criteria of Eligibility:

- a) One similar work of value not less than **80%** of Estimated Cost of each component,
- b) Two similar works, each of value not less than **50%** of the Estimated Cost of each component, or
- c) Three similar works, each of value not less than **40%** of the Estimated Cost of each

component, or

Each of the above within the last 5 (Five) years ending the last day of the month previous to the one in which the Tenders are invited.

### **1.2.2 Available Bid Capacity:**

Tenderers meeting the minimum qualification criteria shall further qualify on condition their Available Bid Capacity at the time of Tender exceeds the total tendered value. The Available Bid Capacity shall be calculated on the following basis:

**Assessed Available Bid Capacity = (A \* N \* M-B), where**

A = Maximum Value of Civil-General Building / HVAC / Electrical / Overall Interior works executed in any one year during the last five years (updated to the price level of the year indicated below). Rate of inflation may be taken as 10% (ten percent) per annum taking into account works completed as well as in progress.

N = Number of years prescribed for the completion of works for which bids are invited. A period of up to 6 months shall be taken as a half-year and period above 6 months as one year.

M = 2

B = Value (updated to price level of the year indicated, as immediately below) of existing commitments and works-in-progress to be completed within the next five years (period of completion of work for which bids are invited).

*Note:* Statements showing value of existing commitments and works-in-progress, as well as stipulated periods of completion remaining for each of the works listed should be countersigned by the concerned engineer-in-charge not below the rank of an executive engineer.

Factors for updating of work values executed in the last five years:

<u>Year Before</u>	<u>Multiplying Factor</u>
One	1.10
Two	1.21
Three	1.33
Four	1.46
Five	1.61

### **1.2.3 Annual Financial Turnover:**

The Annual Financial Turnover in all classes of related works (Acoustical, Audiovisual, General Interior, Illumination, HVAC (Air-conditioning) Fire Detection, among other) for the last five years shall be submitted with the Tender as stipulated.

### **1.2.4 Value of Completed Single Work of similar nature:**

**A) Component (a) / ACOUSTIC & ALLIED WORK:** Rs. 4,59,21,000/-

**B) Component (b) / ILLUMINATION WORK:** Rs. 30,65,000/-

**C) Component (c) / MISCELLANEOUS WORK:** Not Necessary

**D) Component (d) / HVAC (Air-conditioning) WORK: Rs. 98,64,000/-**

**E) Component (e) / FIRE DETECTION & RELATED WORK: Rs. 14,16,520/-**

General Note: Notwithstanding the right of the Tender Authority to amend, revise, correct, modify, update and in any way change the Eligibility Criteria and its assessment as found to be appropriate to the tender process.

1.3 The tenderer shall further furnish an affidavit as under:

I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back-to-back basis. Further that, if such a violation comes to the notice of the Tender or Project Authority, then I/we shall be debarred for tendering in AIIDC in future forever. Also, if such a violation comes to the notice of the Tender or Project Authority before the date of start of work, the Tender/Project Authority shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

2. Agreement shall be drawn up with the successful tenderer on the prescribed form (see Forms). The tenderer shall quote his rates as per the various terms and conditions of contract which will form part of the Agreement.

3. The time allowed for carrying out the work will be **6 (Six) Months** from the date of commencement as defined in or from the first date of handing over of the Site, whichever is later, in accordance with the phasing (if any) indicated in the Tender Documents.

4. The Site for the work is available.

5. Applications for issue of Tender Forms shall be received up to **3 PM of 29<sup>th</sup> July, 2016** and Tender Document shall be issued up to **3 PM of 30<sup>th</sup> July, 2016**.

The Tender Document consisting of Specifications, Schedules of Quantities of the various categories of work to be done and the set of Terms & Conditions of Contract to be complied with by the contractor whose Tender may be accepted and other necessary documents can be seen in the Office of the Tender Authority, AIIDC, Guwahati between hours of 11.00 AM and 4.00 PM from **20<sup>th</sup> July, 2016** up to **3 PM of 30<sup>th</sup> July, 2016**, on every day except on Sundays and Public Holidays. Tender Documents (excluding standard forms) will be issued from office of the Tender Authority, AIIDC, Guwahati during the hours specified above on payment of Rs. 15,000/- in cash or crossed Demand Draft on any Nationalised/Scheduled Commercial Bank, payable at Guwahati, made out in favour of the Managing Director, AIIDC.

6. i) **Tenders shall be accompanied with Earnest Money (inclusive of Performance Guarantee) of Rs. 15,10,000/- (Rupees Fifteen Lakhs Ten Thousand)** only vide Demand Draft of a Nationalised/Scheduled Bank issued in favour of the Managing Director, AIIDC. Relaxation will be given to the tenderer as per prevailing government norms on Earnest Money subject to the submission of necessary documents with the Tender.

ii) The Tender with its enclosures designated **Part-A** and **Part-B** shall be prepared and submitted as per instructions laid out in Para 16 of this NIT and section A7 (together with all other instructions in the Tender Documents), which will be received by the designated Tender Authority up to **3.00 PM on 1<sup>st</sup> August, 2016**, and the cover marked "**Part-A**" of the Tender will be opened by him or his authorised representative in his office on the same day at 3.30 PM. The envelope marked "Tender" of only those tenderers shall be opened whose Earnest Money, placed in the other envelope, is found to be in order. The cover marked "**Part-B**" of the Tender shall be opened at a subsequent date which will be duly intimated to

all valid tenderers by the Tender/Project Authority.

7. The contractor whose Tender is ultimately accepted will be required to furnish Performance Guarantee of 5% (Five Percent) of the Tendered Amount within the period specified in Schedule (A.12). This Guarantee shall be in the form of Banker's Cheque of any Scheduled Bank/Demand Draft of any Scheduled Bank/Pay Order of any Scheduled Bank or Government Securities or Fixed Deposit Receipts or Guarantee Bonds of any Scheduled Bank or the State Bank of India in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the stipulated period including the extended period if any, the Earnest Money deposited by the tenderer shall be forfeited automatically without any notice to the tenderer.
8. The Description of the Work is as follows: **INTERIOR & RELATED WORK FOR THE PROPOSED DEHING-PATKAI CIVIC, SKILL UPGRADATION AND TRADE CENTRE at MARGHERITA, DISTRICT TINSUKIA** (the Work or Works).

Copies of drawings and documents pertaining to the Works will be open for inspection by tenderers at the Office of the Tender Authority at AIIDC, Guwahati, during office hours.

Tenderers are advised to inspect and examine the Site and its surroundings and satisfy themselves before submitting their Tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the Site, the means of access to the Site, the accommodation they may require, and in general themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their Tender. A tenderer shall be deemed to have full knowledge of the Site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at their own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the Contract Documents. Submission of a Tender by a tenderer implies that he has read this Notice and all other Contract Documents and has made himself aware of the scope and specifications of the work to be done, and local conditions and other factors having a bearing on the execution of the Work.

9. The Tender or Project Authority does not bind itself to accept the lowest or any other Tender and reserves to itself the authority to reject any or all the Tenders received without the assignment of any reason. All Tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected.
10. Canvassing, whether directly or indirectly by tenderers is strictly prohibited and the Tenders submitted by tenderers who resort to canvassing will be liable to rejection.
11. The Tender/Project Authority reserves to itself the right of accepting the whole or any part of the Tender and the tenderer shall be bound to perform the same at the rate quoted.
12. The tenderer shall not be permitted to tender for works in the AIIDC department or division responsible for award and execution of contracts in which his near relative is posted as an officer in any capacity. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any gazetted officer in AIIDC or in the Ministry of Industries & Commerce, Government of Assam. Any breach of this condition by the contractor would render him liable to be removed from

the approved list of contractors of AIIDC.

13. The Tender for the works shall remain open for acceptance till the issue of Formal Work Order. If any tenderer withdraws his Tender before the said period or issue of Letter of Acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the Tender which are not acceptable to the Project/Tender Authority, then the AIIDC shall, without prejudice to any other right or remedy, be at liberty to forfeit Earnest Money as aforesaid. Further the tenderer shall not be allowed to participate in the retendering process of the work if so held.
14. This Notice Inviting Tender shall form a part of the Contract Document. The successful tenderer/contractor, on acceptance of his Tender by the Accepting Authority, shall within 15 days from the stipulated date of start of the work, sign the Contract consisting of:-
  - a) The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any, forming the Tender as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
  - b) Standard Contract as specified in the Tender Document
15. Composite Tenders:
  - 15.1 Tender Components: The Composite Tender Document will include following components, all duly made, filled in or signed or completed as stipulated:

**PART-A:**

- A1 EARNEST MONEY (in separate sealed cover as prescribed and clearly titled).
- A2 INSTRUCTIONS TO TENDERERS
- A3 RULES AND DIRECTIONS
- A4 CONDITIONS OF CONTRACT
- A5 CLAUSES OF CONTRACT
- A6 SUBMISSION OF TENDER
- A7 ALL TENDER FORMATS
- A8 STANDARD FORMS
- A9 TENDER ANNEXES
- A10 ALL SPECIFICATIONS
- A11 PROFORMA
- A12 TENDER DRAWINGS
- A13 AMC OFFER (in sealed cover)

All enclosures pertaining **PART-A** are to be placed in a single cover superscribed with the Title of the Cover and title of the Work, addressed to the Managing Director, AIIDC , Industrial Estate, Bamunimaidam, Guwahati 781021, in the manner prescribed, in section A6 (Submission of Tender).

**PART B:**

COMPLETE PRICED SCHEDULES OF QUANTITIES WITH SUMMARY OF PRICED SCHEDULES OF QUANTITIES.

All enclosures pertaining to **PART-B** are to be placed in a single cover superscribed with the Title of the Cover and title of the Work, addressed to the Managing Director, AIIDC , Industrial Estate, Bamunimaidam, Guwahati 781021, as prescribed in section

- 15.2 The tenderer must associate with himself with specialist agencies as required and of the appropriate class eligible to Tender for each of the special work components individually.
- 15.3 Eligible tenderers shall quote rates for all items of the major component as well as for all items of special components of the Work. It will be obligatory on the part of the tenderer to sign the complete Tender Document for all the components.
- 15.4 After acceptance of the Tender by Tender/Project Authority, the Authority-in-charge of the Work shall issue Letter of Award on behalf of AIIDC. After the work is awarded, the contractor will have to enter into agreement with the Tender/Project Authority of AIIDC and to sign two or more copies of Agreement as required.
- 15.5 The entire Work under the scope of the Composite Tender including major and all special components shall be executed under one Agreement.
- 15.6 Security Deposit will be worked out separately for each component corresponding to the Estimated Cost of the respective Component of Works. The Earnest Money will become part of the Security Deposit of the major component of work, namely Interior & Related Work.
- 15.7 The main contractor has to associate specialist agencies for all special component(s) conforming to standard eligibility criteria as defined in the Tender Document and shall submit details of such agency with the Tender as instructed.
- 15.8 In case the main contractor intends to change any of the above associated agency/agencies during the operation of the Contract, he shall obtain prior approval of Engineer-in-charge. The new agency/agencies shall also have to satisfy the laid down eligibility criteria. In case the Engineer-in-charge is not satisfied with the performance of any specialist agency, he can direct the contractor to change the agency executing such items of work and this shall be binding on the contractor.
- 15.9 The main contractor has to enter into Agreements with the contractor(s) associated by him for execution of special component(s). Copy of such agreement shall be submitted to the Project Authority. In case of change of associate contractor, the main contractor has to enter into Agreement with the new contractor associated by him.
- 15.10 Running payment for all components of the Work shall be made by the Engineer-in-charge to the main contractor.
- 15.11 The final bill of whole work shall be finalised and paid by Engineer-in-charge.
- 15.12 The Tender/Project Authority shall call Tenders for the composite work. Cost Tender Document and Earnest Money shall be fixed with respect to the combined estimated cost put to tender for the composite work. Security Deposit, however, shall be worked out separately for each component, corresponding to the estimated cost of

the respective component of the Work. The Earnest Money and Performance Guarantee shall become part of Security Deposit.

- 15.13 On acceptance of the Composite Tender by the Tender/Project Authority, the Letter of Award shall be issued by the designated officer and the contractor shall have to execute the Agreement for the Contract as prescribed.

Sd/-  
Managing Director  
Assam Industrial Infrastructure Development Corporation  
Industrial Estate, Bamunimaidam  
Guwahati 781021