



**Government of India
Department of Atomic Energy
Indira Gandhi Centre for Atomic Research
Kalpakkam – 603 102**

Reprocessing Group (RpG)

Process, Radiochemistry Reprocessing R&D Division (PRCRRDD)

Tender for

**Providing technical assistance in radioactive experimental, material handling,
cleaning of lab wares & setting up of SE contactors at RpG, IGCAR**

TENDER NO. IGC/RpG/PRCRRDD/TR-RRDD-01/2023



सत्यमेव जयते

GOVERNMENT OF INDIA
DEPARTMENT OF ATOMIC ENERGY
INDIRA GANDHI CENTRE FOR ATOMIC RESEARCH
Reprocessing Group
KALPAKKAM

Name of the work: **Providing technical assistance in radioactive experimental, material handling, cleaning of lab wares & setting up of SE contactors at RpG, IGCAR**

Tender No : **IGC/RpG/PRCRRDD/TR-RRDD-01/2023**

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SECTION-I
NOTICE INVITING TENDER (NIT)



Government of India
Department of Atomic Energy
Indira Gandhi Centre for Atomic Research
Reprocessing Group (RpG)
Kalpakkam

NOTICE INVITING e-TENDER

Item rate e-tenders in Two parts are invited on behalf of the President of India by the **Director, RpG, Kalpakkam 603 102**, Chengalpattu District, Tamilnadu from reputed and experienced Engineering Contractors with proven technical and financial capabilities and meeting the conditions as stipulated in the subsequent pages of this NIT and who have executed three similar completed works each costing not less than the amount equal to 40% of the estimated cost put to tender, [or] Two similar each completed works, each costing not less than the amount equal to 60% of the estimated cost put to tender [or] One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost during past seven years ending last day of the month previous to the one which applications are invited. The works completed up to previous day of last date of submission of tenders shall also be considered.

Note: The value of completed works shall be brought to current costing level by enhancing at a simple rate of 7% per annum, calculated from the date of completion to previous day of last date of submission of tender.

NIT No: IGC/RpG/PRCRRDD/TR-RRDD-01/2023

Name of work	Providing technical assistance in radioactive experimental, material handling, cleaning of lab wares & setting up of SE contactors at RpG, IGCAR
Estimated Cost	₹ 2235826/- (inclusive of 18% GST)
Time Allowed	12 (Twelve) Months
Earnest Money Deposit	Rs. 44,717/- (Rs. Forty Four Thousand Seven Hundred and Seventeen only) in the form of Deposit at Call receipt or Demand Draft / Bankers Cheque/ FDR drawn in favour of PAY AND ACCOUNTS OFFICER, IGCAR, Kalpakkam payable at Kalpakkam. Cash, Cheque, bank guarantee for Earnest Money deposit will not be accepted.
Performance Guarantee	3% of tendered value
Security Deposit	2.5% of tendered value
Cost of Tender Document	NIL
Tender Processing Fee	For details, please visit www.tenderwizard.com/DAE.



<p>Dates of Availability of tender document for view and download</p>	<p>From 22.05.2023 (10:00 Hours) to 02.06.2023 (15:00Hours) on Website www.tenderwizard.com/DAE.</p>
<p><i>Please note that the tender will be available for download between the dates as prescribed above. Agencies interested in participating must register in the web portal and pay the prescribed registration charges as per requirements, should pay tender processing fee online for the prescribed amount within the dates prescribed above. <u>Only agencies who have registered in the above-mentioned web portal can participate in e-tender.</u></i> Detailed NIT is also available on website www.igcar.gov.in for view only.</p>	
<p>Free viewing of Tender Documents in PDF format.</p>	<p>Click “TENDERS OF DAE” on Home page of Website www.tenderwizard.com/DAE. If interested in participating in the tender, download Technical & Financial Bids in Excel Format as under.</p>
<p>Purchase of tender Documents in Excel Format for participation in tendering.</p>	<p>Login in the Home page of the website www.tenderwizard.com/DAE with your User ID / Password & Class III Digital Signature Certificate. Click on UNAPPLIED button; then click on “REQUEST” icon (blue colour). Pay TENDER PROCESSING FEE online. Click on “SUBMIT” button. Now click on “IN PROGRESS” button. In status column you will find the tender is RECEIVED. You will be able to download required Tender Documents by clicking “EDIT ATTACHMENT” icon for any number of times till last date of submission. Please refer Help Manual for submission of Tender / contact Help Desk at twhelpdesk1030@gmail.com/ daehelpdesk@etenderwizard.com (Mobile 8825716864 or 9894191904 or 9962676264) for any queries.</p>
<p>Last date and time of closing of online submission of tenders:</p>	<p>05.06.2023 (14.30 Hours)</p>
<p>Last date for submission of Original DD/BC/FDR etc. towards EMD.</p>	<p>07.06.2023 (15:30 Hours), in The Office of Chief Engineer, RpG, IGCAR, Kalpakkam - 603 102, Chengalpattu District The tenderer shall be required to place the Earnest Money in sealed envelope marked ‘Earnest Money’ mentioning tender number on it and submitted. <i>If the tenderers fail to submit original DD/BC/FDR etc, within the prescribed period as mentioned above those tenders will be summarily rejected.</i></p>
<p>Date and time of online opening of Technical Bid (Part-I)</p>	<p>09.06.2023 (15.00 Hours) at Office of Chief Engineer, RpG, IGCAR, Kalpakkam.</p>



Date of verification of credentials for e-Tendering mode	12.06.2023 to 16.06.2023 Note: Original documents substantiating the eligibility criteria all mentioned should be produced for verification during evaluation process. If the tenderers fail to submit original credential for verification, those tenders will be summarily rejected.
Evaluation of Part – 1 (Technical Bid)	Inspection of executed work(s) will be carried out during Part-I evaluation for qualifying the bidders for opening Part – II (Financial Bid).
Date of opening of Financial Bids (Part II) of qualified bidders	Date and time will be notified later.

The security deposit at 5% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum amount to security deposit of 2.5% of the tendered value of the work. In addition the contractor shall be required to deposit of 3% of the tendered value of the contract as performance security in the prescribed form (as specified in the Annexure) within a period of fifteen days of issue of letter of intent.

Note: Corrigendum / Addendum / Amendments, etc., if any, shall be hosted on IGCAR / Tender wizard websites only. Bidders are requested to visit the website regularly.

TENDERS NOT FURNISHING THE FOLLOWING ARE LIABLE TO BE SUMMARILY REJECTED

1. Contractors who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted. The intending bidders must read the terms and conditions of the tender documents. He should only submit bids if he considers himself eligible and he is in possession of all documents required.
2. Proof of registration with Government / Semi Government organizations like CPWD, MES, BSNL, Railways, State PWDs etc. in appropriate class OR having experience in execution of similar nature of works. Scanned copy shall be uploaded.
3. Experiences of having successfully completed works during the last seven years ending last day of the month previous to the one in which applications are invited as follows: Three each similar completed works costing not less than the amount equal to 40% of the estimated cost put to tender, [or] Two each similar completed works, costing not less than the amount equal to 60% of the estimated cost put to tender [or] One similar completed work of aggregate cost not less than the amount equal to 80% of the estimated cost.



Similar work means “Providing technical assistance for any type of works in a radioactive facility”.

Note:

- i) Eligible similar nature of works should have been executed in India Only.
 - ii) Works got executed on back to back basis through another contractor will not be treated as eligible works.
 - iii) In case of the work done under private sector, the completion certificate shall be supported with the copies of TDS certificate.
 - iv) The value of executed works shall be brought to current costing level by enhancing the actual value of work at **simple rate of 7% per annum**, calculated from the date of completion to last date of submission of tenders.
- a) Should have an average **Annual Financial Turnover** on works of at least **100% of Estimated Cost** during the immediate last three consecutive financial years ending **31.03.2022. Scanned copy of certificate from Chartered Accountant to be uploaded.** Should not have incurred any loss for more than two years during the last five years **previous financial year (2021-22)**. Details shall be furnished duly supported by figures in balance sheet/profit & loss account for the last 5 years duly certified by Chartered Accountant as uploaded by the applicant to Income tax department as per proforma as specified in Form - A.

The bidding capacity of the contractor should be equal to or more than the estimated cost of the work put to tender. The bidding capacity shall be worked out by the following formula

$$\text{Bidding Capacity} = [A \times N \times 2] - B$$

Where,

A = Maximum turnover in works executed in any one year during the last five years taking into account the completed as well as works in progress. The value of completed works shall be brought to current costing level by enhancing at a simple rate of 7% per annum

N = Number of years prescribed for completion of work for which bids has been invited

B = Value of existing commitments and ongoing works to be completed during the period of completion of work for which bids have been invited.

- b) Should have a solvency of 40% of estimated cost obtained from competent authorities as per proforma specified in Form-B. Shall be uploaded. The solvency certificate should be valid on the day of tender opening.
- c) Applicant should upload the details of all works of similar class completed in the proforma as specified in Form –C.



- d) List of projects under execution or awarded shall be uploaded as per proforma specified in Form –D.
- e) Performance report of works referred to in Forms ‘C’ shall be uploaded as per proforma specified in Form–E.
- f) Details regarding structure and organization of the firm shall be uploaded as per proforma specified in Form –F.
- g) Details regarding manpower possessed shall be furnished as per proforma Form–G shall be uploaded. The details of trained and certified workmen proposed to be employed at the work site of the project should also be furnished.
- h) Details of construction plant, machinery, equipment, accessories & infrastructure facilities likely to be used / possessed for carrying out the work shall be furnished as per proforma specified.
- i) Bidding Capacity Format as per proforma Form – H shall be uploaded
- j) Check List Format as per proforma Form – I shall be uploaded
- k) PAN Certificate in the latest approved form.
- l) The contractor should be registered under Goods & Service Tax (GST) and GST as applicable as per the extant order on the subject on the above work shall be paid by the Contractor to concerned Department.
- m) The bidder should be registered with Employees Provident Fund Organization and Employees State Insurance Corporation and furnish the certificates of Registration with EPFO and ESIC or Acknowledgement of having applied for registration with EPFO and ESIC.
- n) Bidder’s profile shall invariably contain (i) EPF registration number and ESI registration number or (ii) Particulars of Acknowledgement of having applied for registration with EPFO and ESIC.
- o) Certificates (Scanned copy of original certificates to be uploaded)
 - i) Performance Certificates
 - ii) Goods & Service Tax (GST) registration certificate
 - iii) PAN (Permanent Account Number) Registration
 - iv) Registration certificate in CPWD / State PWD / MES if any
 - v) Form A to Form I
 - vi) Registration with EPFO and ESIC
 - vii) Undertaking A to D of Annexure I, Annexure II, Annexure III.

NOTE: The Originals of the above certificates shall be produced as and when called for. Irregularities if any observed will lead to rejection of the offer irrespective of the stage at which it is observed. Such bidders will be debarred for bidding in all works of DAE in future.



- p) **UNDERTAKING** as under for e-tendering mode: -
I/We undertake and confirm that eligible similar works(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 Department, then I/we shall be debarred for bidding in DAE in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Performance Guarantee. (Scanned copy to be uploaded at the time of submission of bid).

4. Past Performance: -

Even though any bidder may satisfy the above requirements, he would be liable to disqualification if he has.

- a) Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
- b) Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weakness etc.
- c) Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

5. Bidders debarred for bidding in any of the DAE units are not eligible to participate in the tender.

6. Information and Instructions for tenderers posted on website shall form of tender document for e-tendering mode.

7. The tender document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website www.tenderwizard.com / DAE free of cost for e-tendering mode. Please refer Help Manual for submission of Tender / contact Help Desk at twhelpdesk1030@gmail.com / daehelpdesk@etenderwizard.com / (Mobile 8825716864 or 9894191904 or 9962676264) for any queries.

8. The bid can only be submitted after uploading the mandatory scanned documents such as Demand Draft or Banker`s Cheque or Fixed Deposit Receipts of any Scheduled Bank towards EMD in favor of "PAY AND ACCOUNTS OFFICER, IGCAR, Kalpakkam" and Processing Fee by e-payment as mentioned in www.tenderwizard.com/DAE.

9. Those contractors not registered on the website www.tenderwizard.com/DAE, are required to get registered for e-tendering mode. Registered contractors only can download & submit / upload tenders.

10. The intending bidder must have valid class-III digital signature to submit the bid for e- tendering mode.

11. On opening date, the contractor can login and see the bid opening process for e-tendering mode.

12. For e-tendering mode, contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in YELLOW colour and the moment rate is entered, it turns SKY BLUE. **If any cell is left blank the same shall be treated as "0"**. Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).



13. The Department reserves the right to accept / reject any prospective application without assigning any reason thereof.
14. Short listing of the agencies shall be subject to thorough verification of their credentials and inspection of works carried out by them, through a Technical Evaluation Committee of experts, constituted by Director, RpG.
15. IF ANY INFORMATION FURNISHED by the applicant is found to be incorrect at a later stage, they shall be liable to be debarred from tendering / taking up works in IGCAR/GSO.
16. Tender shall be kept valid for 90 [Ninety] days from the date of closing of online submission.
17. In case of successful tenderer, the tenderer is required to deposit an amount equal to 3% of the tendered value of the contract as irrevocable performance guarantee in the form of bank guarantee from any of the scheduled bank or by demand draft from State bank of India, FDR or Canara Bank drawn in favor of Pay & Accounts Officer, IGCAR, Kalpakkam payable at Kalpakkam within a period of 15 days of issue of letter of intent. The letter of award of work will be issued only after the above said performance guarantee in any one of the prescribed forms is received and accepted failing which the Government shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money absolutely.
18. In addition to the above, the successful tenderer is required to remit security deposit amounting to 2.5% of the tendered value, which shall be deducted at 5% of the gross amount of the bill from each running bill, till total security deposit is recovered. EMD deposited along with bid will be returned after receiving Performance Guarantee.
19. Contractor should have valid ESI & EPF registration. The employer's contribution as per extant government orders shall be paid by the contractor which shall be reimbursed on production of documentary evidence. Hence the quoted rate shall not be inclusive of ESI & EPF employers contribution.
20. Tenderer to note that tenders with any condition including that of conditional rebate shall be rejected forthwith.
21. Bidders shall not be under a declaration of ineligibility for tender quoting and fraudulent practice.
22. Documentary evidence of adequate financial standing.
23. Information regarding projects in hand, current litigation, orders regarding exclusion, expulsion or block entry if any to be furnished.
24. The capacity of the contractor to take up a new project under consideration in addition to his present commitments must be clearly brought out. He should also furnish the details referring as to have both physically and financially capable of executing this contract in the stipulated time as per milestones projected in addition to executing the other commitments.
25. Copies of original documents detailing the constitution or legal status, place of regulation and principle place of business, written power of attorney of the regulatory of the bond to commit the bidders.
26. Evidence of adequacy of working capital for this contract. Access to lines of credit and availability of other financial resources.



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Reprocessing Group



27. Information regarding any litigation, current or during the last five years, in which the bidder is involved, the parties concerned and disbursed amount.
28. Proposals are to be furnished for subcontracting components of the works including the qualification and experience of the identified sub-contractor in the relevant field.

Director, RpG on behalf of President of India does not bind himself to accept the lowest or any other tender and reserves to himself the authority to reject any or all of the tenders or to allot parts of the works to different agencies without assigning any reasons therefor. All tenders, in which any of the prescribed conditions is not fulfilled, shall be summarily rejected.

John T. 7/18/5/23

Director, RpG

On behalf of the President of India

डॉ. के. अनंतशिवन / Dr. K. ANANTHASIVAN
निदेशक / Director
पुनर्संसाधन समूह / Reprocessing Group
इंदिरा गांधी परमाणु अनुसंधान केंद्र
Indira Gandhi Centre for Atomic Research
कल्पाक्कम / Kalpakkam - 603102



List of Documents to be scanned & uploaded within the period of bid submission for e-tendering mode: (Scanned copy of original certificates to be uploaded)

1. Financial Turn Over certified by Chartered Accountant
2. Profit & Loss statement certified by CA
3. Latest Bank Solvency Certificate
4. List of SIMILAR WORKS completed in last 7 years indicating:
 - i) Agency for whom executed
 - ii) Value of Work [in Indian Rupees]
 - iii) Stipulated and actual time of completion.
5. List of WORKS in Hand indicating:
 - a) Agency
 - b) Value of Work
 - c) Stipulated time of completion / present position.
6. List of Construction Plants and Machinery
7. List of Technical Staff
8. Certificates:
 - i) Registration certificates
 - ii) Certificates of Work Experience / Performance Certificates / Completion certificates.
 - iii) Goods & Service Tax (GST) registration certificate
 - iv) PAN (Permanent Account Number) Registration
 - v) Registration certificate in CPWD / State PWD / MES if any
 - vi) Form A to Form I
 - vii) Registration with EPFO and ESIC
9. Undertaking A to D of Annexure I, Annexure II, Annexure III.
10. e-payment through online electronic mode towards cost of Processing Fee.
11. Original DD/BC/FDR etc. towards EMD.
12. Form of Tender



Annexure - I

UNDERTAKINGS TO BE FURNISHED BY THE TENDERER

UNDERTAKING – A

“Ison of
.....Residing at

.....hereby give an Undertaking that I have read and I am aware of all the clauses and sub clauses of tender forms and I confirm that I will abide by all the terms and conditions available in this tender document. My Income tax Permanent Account Number (PAN) is

(Seal of the Firm)

(Dated Signature of Contractor or his authorized Power of Attorney)

UNDERTAKING – B

“I Son of
..... Residing at

..... hereby give an undertaking that I have given an undertaking that none of my relative(s) as defined below is/are employed in DAE as per details given in tender document. In case at any stage, it is found that the information given by me is false / incorrect, IGCAR shall have the absolute right to take any action as deemed fit without any prior intimation to me”

The near relatives for this purpose are defined as;

1. Members of a Hindu undivided family
2. They are husband and wife
3. The one is related to the other in the manner as father, mother, son(s), son’s wife (daughter-in-law), daughter(s), daughter’s husband (son-in-law), brother(s) and brother’s wife, sister(s) and sister’s husband (brother-in-law).

(Seal of the Firm)

(Dated Signature of Contractor or his authorized Power of Attorney)

UNDERTAKING – C

I / We have read and examined the Notice Inviting Tender, General Rules & Directions, Form of Tender, Special conditions, Safety code for works contract, General condition of Contract, Schedule F, Specifications, Schedule of Construction & all other contents in the tender documents for the work AND ACCORDINGLY I / We hereby tender for execution of the work specified for the President of India within the time specified in Schedule “F”, viz., Schedule of Quantities and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule 1 of General Rules & Directions and in Clause - 11 of the General Clauses of Contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

(Seal of the Firm)

(Dated Signature of Contractor or his authorized Power of Attorney)



UNDERTAKING – D

I/We undertake and confirm that eligible similar works(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 Department, then I/we shall be debarred for bidding in DAE in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Performance Guarantee.

(Seal of the Firm)

(Dated Signature of Contractor or his authorized
Power of Attorney)

Annexure - II

Declaration by Contractor

This is to certify that;

- 1) I / We have submitted the tenders in the proforma as downloaded directly from the websites which are same as available in the website and there is no change in the format, number of pages, etc.
- 2) I / We have not made any modifications / corrections / additions etc., in the tender documents downloaded from web by me / us.
- 3) I / We have checked that no page is missing and all pages as per the index are available and that all pages of tender document submitted by us are clear and legible.
- 4) I / We have submitted tender processing fee.
- 5) I / We have submitted requisite **EMD** in the prescribed form.
- 6) I / We have read and examined the e-Tender Notice, Section I, II & III, & other documents and rules referred to and all other contents in the tender documents for the work AND ACCORDINGLY. I / We, hereby submit credentials and other documents as are provided for, by, and in respects in accordance with, such conditions so far as applicable.
- 7) I / We have understood the entire scope of work and rates quoted accordingly. We shall carry out the work as per Schedule of Quantities, technical specifications, drawing and complete the work within stipulated time to the entire satisfaction of the Department.
- 8) I / We declare that all the materials / equipments shall be supplied from the list of preferred makes only and execute as per tender. Our offer is un-conditional.
- 9) In case at later stage, it is noticed that there is any difference in my / our tender documents with the original documents, IGCAR shall have the right to cancel the tender / work, forfeit the Performance Guarantee / Security Deposit, take appropriate action as per the prevailing rules in force and IGCAR shall not be bound to pay any damages to me / us on this account.

Dated

(Dated Signature of Contractor or his Authorized Power of Attorney)
(Signature with seal)



Annexure - III

Declaration

I (Name of the contractor/ agency) hereby declare compliance towards all the labour codes, legislations and statutory conditions or any other acts dealing with minimum wages, EPF, ESI, bonus, industrial relations, and social security and authorise Indira Gandhi Centre for Atomic Research to recover any payment that arises due to failure to comply with any of the Labour Codes, legislations and statutory conditions or any other acts dealing with minimum wages, EPF, ESI, bonus, industrial relations and social security etc. and all other acts mentioned in the tender document.

Place;

Date:

Signature of tenderer/ Authorised signatory

Name of the Tenderer

Seal of the Tenderer



FORM 'A' : FINANCIAL INFORMATION

I. Financial Analysis - Details to be furnished duly supported by figures in balance sheet/ profit and loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be attached).

Particulars	Financial Year				
	2017-18	2018-19	2019-20	2020-21	2021-22
i) Gross Annual turnover on construction work Rupees (In Lakhs)					
ii) Profit/Loss Rupees (In Lakhs)					
iii) Certified by					
Name and address of Chartered Accountant					

II. Financial arrangements for carrying out the proposed work.

Viz. line of credit, Working Capital, Liquid Capital, Fixed Deposits etc. - Upload scanned copy of statement

III. The scanned copies of following certificates are to be uploaded.

- (a) Profit & Loss account certified by CA & as submitted to Income Tax Department.
- (b) Solvency Certificate from banker's of applicant. Banker's certificates should be on letterhead of the Bank. In case of partnership firm, certificate should include names of all partners as recorded with the Bank as said in the Form 'B'.
- (c) GST Registration Certificate.
- (d) Permanent Account Number (PAN).

Name of authorized signatory	
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Note: Further details if required may be asked from the contractor after opening of the bids. There is no need to upload the entire voluminous balance sheet.



Scanned copy on Banker's letter head to be uploaded

FORM – B: FORM OF BANKER’S CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information that M/s./Shri _____ (with address) a customer of our bank are / is respectable and can be treated as good for any engagement upto a limit of Rs _____ (Rupees _____).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)
For the Bank

Note:

- (1) Banker's certificates should be on letter head of the Bank.
- (2) In case of partnership firm, certificate should include names of all partners as recorded with the Bank.



FORM 'C': DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED IN ALL RESPECTS DURING LAST SEVEN YEARS ENDING ON PREVIOUS DAY OF SUBMISSION

Sl. No.	Name of work /project and location	Owner or sponsoring organisation	Cost of work (Rupees in Lakhs)	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation / arbitration pending / in progress with details*	Name & Address / Phone No. of officer to whom reference may be made.	Remarks

* Indicate gross amount claimed and amount awarded by the Arbitrator.

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Notes:

a. Applicant may submit separate form for giving details of work (completed) for each year to fill up the details as above. Separate sheets if any shall be numbered in sequence.

b. The scanned copies of the work orders for each work along with completion certificate shall be uploaded.

c. Certified that the above list of works is complete and no work has been left-out and the information given is correct to my knowledge and belief.

				Dated Signature of Contractor or his authorized Power of Attorney)					



FORM 'D' : PROJECTS UNDER EXECUTION OR AWARDED

Sl. No.	Name of work /project and location	Owner or sponsoring organisation	Cost of work Rupees (in Lakhs)	Date of commencement as per contract	Stipulated date of completion	Up to date percentage progress of work	Slow progress if any and reasons thereof	Name and address / telephone number of officer to whom reference may be made	Remarks

Certified that the above list of works is complete and no work has been left out and that the information given is correct to my knowledge and belief.

Dated _____ Signature _____ of Contractor _____ or his authorized Power of Attorney _____	
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Scanned copy of certificates containing following information from the clients to be uploaded

FORM-E: PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "C"
(Separate certificate for each work/ Project)

1. Name of work/Project & Location
2. Agreement No.
3. Name of the contractor
4. Estimated Cost
5. Tendered Cost
6. Executed Cost
7. Date of start
8. Date of completion
 - (i) Stipulated date of completion
 - (ii) Actual date of completion
 - (iii) Present position of work, if in progress.
9. Amount of compensation levied for delayed completion, if any.
10. Amount of reduced rate items, if any.
11. Performance Report.
 - a) Quality of work Very Good/Good/Fair/Poor
 - b) Financial soundness Very Good/Good/Fair/Poor
 - c) Technical Proficiency Very Good/Good/Fair/Poor
 - d) Resourcefulness Very Good/Good/Fair/Poor
 - e) General behavior Very Good/Good/Fair/Poor
 - f) Time Consciousness Very Good/Good/Fair/Poor

Dated:

**Executive Engineer or equivalent
Signature with Seal**



FORM 'F' : STRUCTURE & ORGANISATION

1 Name & Postal Address of the applicant:

2 Telephone No./Telex No./Fax No.

3 Legal status of the applicant (Please tick and attach attested copies of original document defining the legal status)

- (a) An individual; (b) A proprietary firm; (c) A firm in partnership
(d) A limited company or Corporation

4 Particulars of registration with various Government bodies (attach attested photocopy)

Dept./ Organisation & Place of registration	Registration No.

5 Names and Titles of Director & Officers with designation proposed to be concerned with this work

6 Designation of individuals authorised to act for the organisation

7 Was the applicant ever required to suspend construction for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work.

8 Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.



- 9 Has the applicant, or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organisation at any time? If so give details.

- 10 Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.

- 11 In which fields of Engineering construction, the applicant has specialization and interest?

- 12 Any other information considered necessary but not included above.

Name and address of the authorized signatory



**FORM 'G' : DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED
FOR THIS WORK**

Sl. No	Name	Designation	Total Number	Number Available for this work	Qualifications	Professional experience and details of work carried out	How these would be involved in this work	Remarks
	Name and address of authorized signatory							



Form - H: Bidding Capacity Form

Maximum turnover in works executed in any one year during the last five years taking into account the completed as well as works in progress. The value of completed works shall be brought to current costing level by enhancing at a simple rate of 7% per annum = (A)	
Year in which maximum turnover occurred	
Is audit report for the same is attached. (Yes/No)	
Number of years prescribed for completion of work for which bids has been invited = (N) N = completion period in months / 12	
Value of existing commitments and ongoing works to be completed during the period of completion of works for which bids have been invited = (B)	
Bidding capacity = $(AxNx2)-B$	

Signature of Bidder(s)



FORM - I: CHECK LIST

BEFORE SUBMITTING THE TENDER, THE TENDERER MUST CHECK THE FOLLOWING:

Say 'Yes' or 'No'

1. Have you uploaded the mandatory scanned documents such as Demand Draft or Banker`s Cheque or Fixed Deposit Receipts of any Scheduled Bank towards EMD? :
2. Have you filled schedule of quantities and unit rates in the Price bid? :
3. Do you agree to all the conditions of contract in to (Wherever you differ, you should bring it out in the covering letter) :
4. Have you included all the necessary equipment instruments tools/tackles & labour, storage, space etc. for completion of the job, whether specifically mentioned or not? :
5. Are you registered with Central/State/PWD/MES/Railways? :
6. Are you related to any officer of IGCAR or Constituent of the DAE? :

Address of Tenderer
.....
.....

Phone number -----

Signature of Bidder(s)