INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR
KHARAGPUR, WEST BENGAL 721302

INVITATION FOR EXPRESSION OF INTEREST (EOI)

For
Civil, landscape & furnishing work of roof garden cum plaza for SRIC, IIT Kharagpur.

NIT No. IW/CE/NIT/22-23/020

Tender Serial No. ___________________________ Issued to:

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________________________________________________________________________

________________________________________________________________________
**Indian Institute of Technology Kharagpur**

**INVITATION FOR EXPRESSION OF INTEREST (EOI)**

As per the directives of Department of Expenditure, this EOI documents has been published on the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app). The bidders are required to submit soft copies of their proposals electronically on the CPP Portal, using valid Digital Signature Certificates. The instruction 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 submission online bids on the CPP Portal may be obtained at:

https://eprocure.gov.in/eprocure/app

- **Civil, landscape & furnishing work of roof garden cum plaza for SRIC, IIT Kharagpur**

<table>
<thead>
<tr>
<th>1. NIT Number</th>
<th>NIT No. IW/CE/NIT/22-23/020</th>
</tr>
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<tbody>
<tr>
<td>2. Name of Work</td>
<td>Expression of Interest for the job: Civil, landscape &amp; furnishing work of roof garden cum plaza for SRIC, IIT Kharagpur.</td>
</tr>
<tr>
<td>3. Location of Work</td>
<td>Admin Block (2nd floor) of Nalanda Class Room Complex, IIT Kharagpur, West Bengal 721302.</td>
</tr>
<tr>
<td>4. Estimated Cost (including 18% GST)</td>
<td>Rs.66,00,000/- (Rupees Sixty Six Lakhs Only).</td>
</tr>
<tr>
<td>5. Earnest Money Deposit</td>
<td>₹ 1,32,000/- (Rupees One Lakh Thirty Two Thousand Nine Hundred and Seventy Only) [Not mandatory for bidders registered under MSE category]</td>
</tr>
<tr>
<td>6. Time Limit for Execution</td>
<td>120 days from Date of Start.</td>
</tr>
<tr>
<td>7. Tender Basis and Mode</td>
<td>Expression Of Interest (EOI) two stage system</td>
</tr>
<tr>
<td>8. Mode of Payment to IITKGP (EMD)</td>
<td>i) Original Demand Draft/Pay Order or copy of valid registration certificate under MSE category has to be submitted physically at the office of CE on or before the due date/extended date of submission of bid. &amp; Scanned copy of Demand Draft/Pay Order/Registration under MSE category has to be uploaded on <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> ii) Demand Draft/Pay order to be drawn in favour of IIT Kharagpur payable at Kharagpur.</td>
</tr>
<tr>
<td>9. Date, Time &amp; Venue of Pre-bid Meeting</td>
<td>07th June 2022, 15:00hrs, CCM Meeting Room, 1st Fl, Old Bldg., IIT Kharagpur, Kharagpur-721302</td>
</tr>
<tr>
<td>10. Closing Date &amp; Time for Receipt Expression of Interest</td>
<td>16th June 2022 upto 15:00hrs</td>
</tr>
<tr>
<td>11. Date &amp; Time for Opening of Technical Bid</td>
<td>17th June 2022 at 15:30hrs</td>
</tr>
<tr>
<td>12. Date &amp; Time for PRESENTATION</td>
<td>Shall be intimated to qualified bidders subsequently</td>
</tr>
<tr>
<td>12. Date &amp; Time for Opening of Price Bid</td>
<td>Shall be intimated to eligible bidders subsequently.</td>
</tr>
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</tr>
<tr>
<td><strong>13. Engineer-in-charge and contact details.</strong></td>
<td>For Civil: Mr. S K Biswas, Sr. Executive Engineer(Civil) Tel No. 03222-282580, Email: <a href="mailto:skbiswas@adm.iitkgp.ac.in">skbiswas@adm.iitkgp.ac.in</a> For Elect: Mr. S. Ghosh, Sr. Executive Engineer, Tel:03222-282534, Email: <a href="mailto:sghosh@hjill.iitkgp.ac.in">sghosh@hjill.iitkgp.ac.in</a></td>
</tr>
<tr>
<td><strong>13. Website for full and updated information</strong></td>
<td><a href="http://www1.iitkgp.ac.in/topfiles/tenders.php">http://www1.iitkgp.ac.in/topfiles/tenders.php</a>; <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a></td>
</tr>
<tr>
<td><strong>14. Website for tender submission &amp; processing</strong></td>
<td><a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a></td>
</tr>
<tr>
<td><strong>15. Hard copy submission of Technical Bid Documents</strong></td>
<td>Hard copy of the Technical Bid documents to be submitted at &quot;Civil Construction &amp; Maintenance Section, 1st Floor, Old Building, IIT Kharagpur, Kharagpur WB 721302&quot; on or before 24.06.2022</td>
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</tbody>
</table>

**PREBID MEETING:** 07TH JUNE 2022, 15:00HRS  
**SUBMISSION OF EOI PROPOSAL (BID):** UPTO 16TH JUNE 2022 UPTO 15:00HRS  
**OPENING OF EOI PROPOSAL (BID):** 17TH JUNE 2022 AT 15:30HRS  
**PRESENTATION:** DATE SHALL BE INTIMATED TO QUALIFIED BIDDERS SUBSEQUENTLY
NIT No. IW/CE/NIT/22-23/020

Sub: Civil, landscape & furnishing work of roof garden cum plaza for SRIC, IIT Kharagpur.

Indian Institute of Technology is set up by the Act of parliament called Indian Technology Act 1961 and it is declared as Institutions of national importance and Institutions of Eminence. Sponsored Research and Industrial Consultancy (SRIC) is a Sponsored Research and Industrial Consultancy, Indian Institute of Technology Kharagpur. On behalf of Sponsored Research and Industrial Consultancy, Indian Institute of Technology Kharagpur (IIT KGP), Civil, Landscape & furnishing work of roof garden cum plaza for SRIC, IIT Kharagpur are invited from all entities registered in India, who fulfill the criteria mentioned in the EOI documents for Civil, landscape & furnishing work of roof garden cum plaza for SRIC, IIT Kharagpur.

1. Complete EOI (BID) documents can be downloaded from the website https://eprocure.gov.in/eprocure/app from 27th May, 2022 to 16th June, 2022 upto 15:00 hrs. EOI bids will be opened Electronically on the specified date and time at IIT Kharagpur (CCM Office).

2. Interested eligible entities registered in India may submit their proposal online at https://eprocure.gov.in/eprocure/app. All the documents in support of eligibility criteria etc. are also to be scanned and uploaded along with the EOI Documents. EOI sent by any other mode will not be accepted. No EOI documents will be accepted after the expiry of stipulated date and time for the purpose under any circumstances what so ever.

3. The Competent Authority at IITKGP – CC&M reserves right to cancel the EOI at any time or amend/ withdraw any of the terms and conditions contained in the EOI Document without assigning any reason, thereof.

4. IITKGP- CC&M reserves the right to accept either in full or in part any EOI and to reject any or all offers without assigning any reason thereof.

5. The estimated cost of the whole project is approximately Rs.66 lacs (Rupees Sixty Six lakhs Only). Any corrigendum and addendum shall only be published on the Institute Website and CPP Portal.

6. The EOI proposal will be opened on the date and time mentioned on the title page of this documents in Sponsored research and Industrial Consultancy, IIT Kharagpur in the presence of the Committee. Authorized representative of the EOI bidders is hereby encouraged to be present during the opening of EOI bids.

7. The Institute will examine the credentials of the firms, based on the submitted documents as per the eligibility criteria. After evaluation of eligibility criteria, as part of short listing exercise vendors will be required to make a focused presentation on company, expertise and experience in the relevant field, details of the proposed solution etc. for not exceeding 30 minutes to the Technical Committee of IIT Kharagpur.

8. Based on the proposal acceptable solution (taken in part or whole from all submissions) Request for proposal (RFP) may be issued to the shortlisted vendors to submit their two part (Part A: Technical and Part B: Commercial) offers as per Institute rules. The shortlisted vendors may be requested to submit their two part (Part A Technical and Part B: Commercial offers without a short time period for necessary evaluation and finalization of contract within two weeks.

9. The Earnest Money (EMD) of Rs.1,50,000 (Rupees one lakh fifty thousand only) shall be deposited in the form of Demand Draft (DD) an acceptable form.
10. **Demand Draft (DD)** of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract.

The Institute reserves the right to (I) issue Request for proposal (RFP)/ Tenders to bidders if deemed eligible and qualified based on the evaluation of the EOI submitted by the bidders, presentations, etc. (ii) reject any or all proposed solutions from this EOI in part or in whole, (III) create specifications based on any or all proposed solutions form this EOI in part or in whole and use them in limited or 3 open based tendering for this and/or other projects etc. The Decision of the Institute in this regard shall be final.

The Director, Indian Institute of Technology Kharagpur reserves the right to reject any or all the offers without assigning any reason. Any attempt on the part of any firms to influence, negotiate directly or indirectly with the Institute will lead to exclusion from consideration.

Please note: This is not a Request for Proposal (RFP) and commercial bids are not to be submitted with EOI.

Chief Engineer

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR
PO: KHARAGPUR, DIST: MEDINIPUR (WEST)
WEST BENGAL INDIA 721 302

Copy to:

1) Registrar
2) SE(Civil/E&M/Sr.EE(Civil/W&S)
3) Executive Engineer (Civil/E&M)
4) Assistant / Junior Engineer (Civil/ E&M)
5) Notice Board
6) Office file
2. Eligibility Criteria

2.1.1 The bidder must be registered in appropriate class of works with Government organization like CPWD/ PWD/ MES or PSUs or those having experience in similar nature of works awarded by Government / Semi Government Organizations/ Government Funded Autonomous Organization.

2.1.2 The bidder must have done at least 1 (ONE) similar work of value of 80% (i.e. Rs.52,80,000/-) of the estimated cost or 2 (TWO) similar works for projects each of value 60%(i.e. Rs.39,60,000/-) of the estimated cost or 3 (THREE) similar work for projects each of value 40%(i.e. Rs.26,40,000/-) of the estimated cost with Government/ Semi-government/ PSU / Government Funded Autonomous Organization + during last 7 (seven) years preceding last date of the month of tender submission.

Note:

(i) The estimated is Rs.66,00,000/- (Rupees Sixty Six Lakhs Only)

(ii) 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 the last date of receipt of applications for tender.

(iii) Similar work shall consist of : Civil construction with interior decoration /landscaping.

2.1.3 Should have had average financial turnover (Gross) of at least Rs. 20 Lakhs on Civil/ Electrical/ Composite nature construction work during the immediate last three consecutive years balance sheets duly audited by Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average. No enhancement is the value of turnover for the past years shall be made for bringing them to current turnover level.

2.1.4 Should not have incurred any loss (profit after Tax should be positive) during the immediate last two consecutive financial years ending 31st March, 2021 duly certified and audited by the Chartered Accountant.

2.1.5 Should have solvency of Rs. 66.00 Lakhs certified by a Scheduled Bank and obtained not earlier than three months before the date of submission of Bid.

2.1.6 The registrations and licenses should be valid during the execution phase.

2.1.7 The firm/contractor must submit a list of key personnel employed along with their Bio-Data in the attached format along with the application.

2.1.8 The firm/contractor must submit PAN and PF code number issued by appropriator government authority.

2.1.9 The firm/contractor must submit copies of GST registration certificate issued by appropriate Government Authority.

Note:

All the copies of documents submitted along with the application should be clear & legible and also signed by the applicant.

IIT KGP reserves the right to reject any or all application without assigning any reason thereof.

IIT KGP reserves the right to physically check the original documents/certificate, copies of which are submitted along with the application.

3. Contract Eligibility Criteria:

3.1 Further, the EOI eligibility includes the following
a. Experience on similar type of completed works executed during the last seven years, and details like monetary value, clients, proof of satisfactory completion.

b. Similar work shall consist of: Civil Construction with interior decoration/ landscaping.

3.2 Enlistment/ Registration, if any, with specified departments (CPWD, State PWDs, MES, Railways, PSUs etc.)/organizations class/ type of registration or previous pre-qualification (s) for similar projects.

3.3 Documentary evidence of adequate financial standing capacity, certified by Bankers, Audited Profit & Loss A/c and Balance Sheet, Annual turnover in last five years, access to adequate working capital.

3.4 Information regarding projects in hand, current orders, regarding litigation, exclusion/ expulsion or black listing if any.

3.5 Project planning and quality control procedures to be adopted. Construction methodology & QA, manual to be submitted along with the tender.

3.6 Bidders not meeting the minimum eligibility criteria shall be summarily rejected.

3.7 Copy of the enlistment orders and certificates of work experience and other required as specified in the bid documents shall be scanned and uploaded to the e-tendering website within period of bid submission.

3.8 Bidder should not have been blacklist by any state/ Central Government Departments/ PSUs/ Autonomous bodies during the last 7 years of its operations. Affidavit shall be made in current date after the date of invitation of the tender as per the form F and shall be furnished on “Non-Judicial” stamp paper worth Rs.100/- otherwise the tender shall be rejected.

4. SCOPE OF WORK

Name of the Work: Civil, landscaped & furnishing work of roof garden cum plaza for SRIC, IIT KGP.

4.1.1 The IIT KGP intends to Civil, landscape & furnishing work of roof garden cum plaza for SRIC, IIT Kharagpur as per Thematic View of rooftop semi-open GARDEN terrace & sit-out plaza exhibited at Annexure-I. The work consists of comprehensive planning, design and construction including architectural, structural, electrical, HVAC water supply, Sewerage and drainage services.

4.1.2 Constraint: The job needs to be executed in IIT Campus area without causing any disturbances to functioning of routine activities/ road networks.

4.1.3 The vendor shall work out execution sequence and methodology so as to complete the project within the envisaged time and the estimated cost, duly handling the constraint mentioned above.

4.1.4 The vendor shall ensure that all the works proposed and executed by them are not only structurally adequate, do not pose structural or durability risks to the existing structure as well.

5. GENERAL INSTRUCTIONS

5.1.1 Bidding documents are to be obtained electronically through websites:
http://www1.iitkgp.ac.in/topfiles/tenders.php; iihttps://eprocure.gov.in/eprocure/app
5.1.2 This bid document shall be read in conjunction with GCC (General Conditions of Contract) available on http://www1.iitkgp.ac.in/topfiles/tenders.php.

5.1.3 The bidder shall visit and inspect the site and obtain all information on his own responsibility and at own cost, which may be necessary for the purpose of quoting and submitting the tender. No excuse or ignorance as to site conditions and local information shall be accepted after awarding of the contract. Access to the site will be granted by the Engineer-in-charge on all working days within working hours.

5.1.4 IITKGP shall not provide any space at site for labour hutments.

5.1.5 All clarifications about the tender shall be sought by bidder on or before pre-bid meeting. The bidders may make suggestions which shall be considered during the Pre Bid Meeting. Intending bidder(s) may also send their queries or suggestion, if any, through e-mail to the Engineer-in-charge at skbiswas@adm.iitkgp.ac.in (for Civil Works) & sghosh@hill.iitkgp.ac.in (for electrical works) on or before 07th June 2022, 14:30hrs. No queries shall be entertained after notification of replies to noteworthy queries received till the date of pre-bid meeting.

5.1.6 Completion certificate issued by Competent Authority will only be considered as credential. If the Completion certificate issued by Competent Authority does not reflect the type of work, then Final bill / Schedule of Quantity of the qualifying works also to be attached along with the Completion certificates. Certificate from private individuals / organizations for whom such works have been executed shall not be accepted.

5.1.7 The bidding document (consisting of specifications, the schedule of quantities of various types of items to be executed, the set of terms and conditions of the contract and other documents / drawings, if any), Addendum/Corrigenda, Clarifications to Pre-bid queries can be downloaded from the websites: i)http://www1.iitkgp.ac.in/topfiles/tenders.php; ii)https://eprocure.gov.in/eprocure/app. Corrigenda, if any shall be published only on these websites at any time before the closing time of tender. The institute shall not be responsible for any delay / difficulties / inaccessibility of downloading facility for any reason whatsoever. The tenderers who have downloaded the tender documents from website must visit the website and ensure that such addendum(s)/corrigendum(s) (if any) is also downloaded by them. This shall be the responsibility of the prospective registered bidders to check the web site for any such corrigendum/addendum before closing time of tender and ensure that bid submitted by them are in accordance with all the corrigendum's/addendums.

5.1.8 All costs, charges & expenses that may be incurred in connection with the preparation of his tender shall be borne by him and the Institute accepts no liability whatsoever therefore.

5.1.9 Rates quoted by the bidders shall be inclusive of GST (Goods and Services Tax - Central, State and Interstate) and all applicable taxes. Income Tax and all other statutory deductions like labour cess etc. will be deducted from the bill as per prevailing rules.

5.1.10 Exemption to IITKGP against any tax/ duty/ fee/ surcharge/ charge/ cost, if any, found applicable or sought later from IITKGP after award shall be passed on to IITKGP by the contractor without dispute.

5.1.11 IITKGP reserves the right to reject any or all of the bids without assigning any reason.

5.1.12 Bid Validity: Bid shall remain valid for 120 days from the date of submission.

5.1.13 Firm Price: Bidder's quoted Rates/Prices for executing the activities under the Contract shall remain firm till completion of the entire work & shall not attract any escalation under any circumstances whatsoever.

5.1.14 If any information furnished by the bidder is found as false / fabricated, then his bid will be rejected and treated as cancelled. Even if such manipulation is detected at any stage after signing of the contract, it would lead to termination of the contract besides forfeiture of Earnest Money.
Deposit and liabilities towards prosecution. In such cases the bidder will be debarred from participation in future tendering process in IITKGP for next 01 (One) year.

5.1.15 **Earnest Money Deposit** (EMD): EMD of requisite amount and that in prescribed mode or proof of payment thereof shall be submitted with the Technical Bid as explained in section 1.2.8.

5.1.16 **Refund / Conversion of Earnest Money Deposit**: The Earnest Money received shall be refunded to the unsuccessful bidders without any interest upon executing the Contract Agreement by successful bidder. The Earnest Money Deposit of successful bidder shall be retained and converted into part of Security Deposit.

5.1.17 **Forfeiture of Earnest Money Deposit**: Earnest Money Deposit will be forfeited in any of the following cases:

5.1.17.1 The bidder withdraws / modifies his tender during the period of Bid Validity.

5.1.17.2 The bidder, in case of tie between lowest bids, refuse to submit revised offer.

5.1.17.3 The bidder does not accept the correction of arithmetical errors of his tender.

5.1.17.4 The bidder fails to deposit Performance Guarantee and information as per format given in GCC within the stipulated time period before award of the work.

5.2.1 Defect liability period will be 5 years from date of completion.

5.2.2 Security deposit of 5% will be released @ 1% p.a on successful completion of each year of the Defect liability period.

5.2.3 General: Only Indian Manufacturers/Service provider or their authorized vendors, having registered office in India are invited to quote.

**A. Compliance under Rule 144 (xi) of the General Financial Rules (GFRs) 2017**

I. As per Ministry of Finance, Department of Expenditure, Public Procurement Division Order (Public Procurement No.1) issued from file No.6/18/2019-PPD dated 23rd July, 2020 & the Order Issued from time to time regarding Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs) 2017, it is directed that any bidder from a country which shares a land border with India will be eligible to bid in any procurement whether of goods, services (including consultancy services and non-consultancy services) or works (including turnkey projects) only if the bidder is registered with the Competent Authority i.e. the Department for Promotion of Industry and Internal Trade (DPIIT).

II. “**Bidder**” (including the term ‘tenderer’, ‘consultant’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participated in a procurement process.

III. “**Bidders from a country which shares a land border with India**” for the purpose of this Order means:

a) An entity incorporated, established or registered in such a country; or

b) A subsidiary of an entity incorporated, established or registered in such a country; or

c) An entity substantially controlled through entities incorporated, established or registered in such a country; or

d) An entity whose beneficial owner is situated in such a country; or

e) An Indian (or other) agent of such an entity; or

f) A natural person who is the citizen of such a country; or
g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.

IV. The beneficial owner for the purpose of above will be as under:
   (i) In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercise control through other means.
   
   Explanation -
   a) “Controlling ownership interest” means ownership of or entitlement to more than twenty-five per cent of share or capital or profit of the company;
   b) “Control” shall include the right to appoint majority of the directors or to control the management of policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
   ii) In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
   iii) In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
   iv) Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
   v) In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership

V. An agent is a person employed to do any act for another, or to represent another in dealings with third person.

VI. For Works contracts, including Turnkey contracts, the successful bidder shall not be allowed to subcontract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority. A certificate (duly filled & signed) shall be submitted by bidders in the tender documents regarding their compliance with the said order as per Annexure A. If the certificate submitted by a bidder whose bid is accepted is found to be false, this would be a ground for immediate termination and further legal action in accordance with law.

B. Compliance under Rule 153 (iii) of the General Financial Rules (GFRs) 2017

It is mandatory for bidders to quote items having 20% or more local content. Refer revised Public Procurement (Preference to Make in India), Order 2017 P-45021/2/2017-B.E-II dated 16.09.2020 and the order issued from time to time by Department for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India. (Submit duly filled Annexure B for the same).

Also, as per DPIIT, Ministry of Commerce and Industry OM vide no: P-45021/102/2019-BE-II-Part (1) (E-50310) dated 04.03.2021, bidders can’t claim themselves as Class-I local supplier / Class-II local supplier by claiming the services such as transportation, insurance, installation, commissioning, training and after sales service support like AMC/CMC etc. as local value addition.
5.3 SUBMISSION OF BID:

5.3.1 Help for contractors, FAQ information about DSC and Bidders Manual Kit containing the
detailed guidelines for e-procurement system are also available on Central Public
Procurement Portal [https://eprocure.gov.in/eprocure/app]

5.3.2 It is mandatory for all the bidders to have a valid Class-II/Class-III Digital Signature
Certificate (in the name of person having power of attorney to sign the Bid) from any of
the licensed certifying Agency (Bidders can see the list of licensed CA’s from the link
www.cca.gov.in) to participate in e-procurement of IIT Kharagpur.

5.3.3 It is mandatory for the bidders to get their firm/company registered with e-procurement
portal [https://eprocure.gov.in/eprocure/app] to have user ID and password.

5.3.4 EOI documents will be available online on website [https://eprocure.gov.in/eprocure/app]
which can be downloaded free of cost.

5.3.5 Bidders may download and refer the "Instructions for Online Bid Submission" from
(http://www3.iitkgp.ac.in/tenders/et_gcc_2122.pdf)

5.3.6 The Technical and Financial Bid (EOI) shall be digitally signed by the Authorized Signatory
of the bidder & submitted "on-line". However, hard copies of the complete ‘Technical Bid
documents’ shall be submitted in a sealed envelope super scribed with "Hard Copy of
Technical Bid/Tender Documents for NIT No: IW/CE/NIT/22-23/019 for the work: Civil,
landscape & furnishing work of roof garden cum plaza for SRIC, IIT Kharagpur.” as
prescribed in Sl. No. 15 of the above table.

Detailed credentials as per the requirement of eligibility criteria and the Technical Proposal
are to be submitted in "Technical Bid".

NO PRICE BID TO BE SUBMITTED OFFLINE.
The authorized signatory of the bidder must be in possession of Power of Attorney before
submitting the digitally signed bid online. Scanned copies of various documents can be
prepared in .pdf file format.

Representative of the bidder, who chooses to attend, may attend the online opening of the
technical bids on the scheduled date and time of Bid opening. However, such
representatives shall be allowed to attend the opening of the Technical Bids, only, if such
person presents the letter of authority issued in his name by the bidder on his letter head.
Technical Bid shall be consisting of the followings:

I. Documents and credentials in support of their eligibility.

II. Technical proposal consisting of the following:
   (1) Plans
   (2) Elevations
   (3) Sections
   (4) 3D rendered visuals
   (5) Material specifications
   (6) An undertaking to the effect that cost of the proposal is within the estimated cost.

5.3.7 Bidders cannot submit the BID after the due date and time of e-Bid submission. Time being
displayed on Central public Procurement portal [https://eprocure.gov.in/eprocure/app]
("Server System Clock Time") shall be final and binding on the bidder. e-Bids are required to
be submitted by bidders, only as per the Indian Standard Time (IST) and not the time as per their location/country.

5.3.8 The bidders are advised to submit their e-bids well before the e-bid due date. IIT Kharagpur shall not be responsible for any delay in submission of e-bids for any reason including server and technical problems.

5.3.9 The BID shall be digitally signed by the Authorized Signatory of the bidder & submitted “online” only. The authorized signatory of the bidder must be in “possession of Power of Attorney” before submitting the digitally signed bid. Scanned copies of various documents can be prepared in pdf. file format.

5.3.10 Any BID received without original Earnest Money in the form as specified in clause 1.2.8 of tender document shall not be considered and shall be summarily rejected.

5.3.11 IIT Kharagpur reserves the right to cancel the EOI before submission/ opening of tenders, postpone the EOI submission/opening date and to accept/ reject any or all EOI without assigning any reasons thereof. IIT Kharagpur’s assessment of suitability as per eligibility criteria shall be final and binding.

5.3.12 Tenderers may note that they are liable to be disqualified at any time during EOI process in case any of the information furnished by them is not found to be true. EMD of such tenderer shall be forfeited. The decision of IIT Kharagpur in this regard shall be final and binding.

5.3.13 The bid of the bidder will be opened electronically on the specified date and time of opening at the Office of CC&M office, IIT Kharagpur.

5.3.14 Bid shall first be checked for NSIC/MSMEs registration certificate of Bid Security Declaration Form (Section-I). Only those bids found to have duly submitted NSIC/MSMEs registration certificate or Bid Security Declaration From (Section-I) shall be considered for evaluation.

5.3.15 IIT KGP retains the right to revert back to individual bidders with further clarifications/ queries of the Technical Bid. The bidder has to respond to the queries within the specified time mentioned in the covering letter.

6. Evaluation Criteria

6.1 Technical Evaluation stage – I

6.1.1 The bid received will then be assessed on the eligibility criteria mentioned at Para 2.0 of EOI and based on verification of testimonials submitted.

6.1.2 Bids found not meeting the eligibility criteria shall be considered non-responsive and shall be rejected summarily.

6.2 Technical Evaluation stage – II : Presentation by the eligible BOI Bidders No. payment for the presentation will be made.

6.2.1 PRESENTATION BY THE ELIGIBLE BIDDERS Stage II : The bidders found eligibility shall next be asked to make a presentation (approx. 30 minutes) about their proposals including architectural virtual model, drawings & proposed specifications of their Technical Proposal before a selection committee constituted by IITKGP. Their presentation shall be evaluated by the committee on following parameters against the maximum marks as shown against each:
<table>
<thead>
<tr>
<th>S.#</th>
<th>Parameter</th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Understanding of the project, surroundings, local conditions and constraints</td>
<td>15</td>
</tr>
<tr>
<td>2.</td>
<td>Overall concept &amp; proposal for the project.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) User friendliness (Comfort and functional efficiency)</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>b) Expeditious Methodology</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>c) Specifications (Innovative materials / solutions, Aesthetics, Durability)</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>d) Environment friendly features (Energy saving, Renewable Energy, Ventilation)</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>e) Completeness and detailing of proposal</td>
<td>15</td>
</tr>
<tr>
<td>3.</td>
<td>Staff and Company Profile</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td><strong>Total Marks</strong></td>
<td>100</td>
</tr>
</tbody>
</table>

Note: Bidders scoring 65 and above shall be considered for opening of their Price Bids.

6.2.2 Bidder scoring 75 and above shall be considered as shortlisted bidder after receipt of financial bid.

6.2.3 Based on the presentation, IIT KGP will freeze the design Specifications and Methodology ask shortlisted bidders to submit their financial bid at a prescribed format.

6.3 SELECTION ON THE BASIS OF QCBS (QUALITY cum COST BASED SELECTION) MODE

Financial Score ($S_F$): Lowest financial bid ($F_m$) shall be given a financial score of 100 points. The financial score ($S_F$) of the other financial bids ($F_o$) shall be computed as follows:

$$S_F = 100 \times \frac{F_m}{F_o}$$

Technical Score ($S_T$): Highest marks in the presentation round ($T_m$) shall be given a technical score of 100 points. The technical score ($S_T$) of the other marks in the presentation round ($T_o$) shall be computed as follows:

$$S_T = 100 \times \frac{T_o}{T_m}$$

Final Score ($S$): Proposals shall finally be ranked according to their combined technical ($S_T$) and Financial ($S_F$) scores using the weightage ($T$=the weightage given to the technical proposal at 30%; $F$=the weight age given to the financial proposal at 70 %) indicated below:

$$S = S_F \times F + S_T \times T$$

$$S = S_F \times 0.70 + S_T \times 0.30$$

The bidder with highest Final Score shall be considered successful to be offered the work.

6.3.1 The successful bidder shall be issued Letter of Acceptance (LOA) of the bid, and be required to furnish a Performance Guarantee as per General Conditions of Contract, Program Schedule with specific Milestones to be achieved as to complete the work within the stipulated time limit and details of his Technical Staff to be deployed.
6.3.2 Letter of Award shall be issued to the successful bidder. The Work Order will be issued only after receipt of the Performance Guarantee, along with Program Schedule and the details of Technical Staff to be deployed for the work.

6.3.3 Agreement (Contract) consisting of complete tender document including conditions, bill of quantities, technical proposal and specialized services, drawings, if any, and acceptance thereof together with any correspondence leading thereto, shall be drawn and signed with the awardee after issue of Work Order.

6.3.4 Response: Bidder must ensure that their Bid response is submitted as per the formats attached with this documents. Special comments on the objectives and scope of service projected in the enquiry may also be submitted along with the offer.

6.4 Condition under which EOI is issued is not an offer and is issued with no commitment. IIT Kharagpur reserves the right to withdraw EOI and or vary any part thereof at any stage. IIT Kharagpur further reserves the right to disqualify any bidder, should it be so necessary at any stage.

6.4.1 Date of start of work shall be reckoned from 7th day from the date of issue of “Letter of Acceptance”.
UNDEARTAKING BY THE BIDDER

UNDERTAKING

I / We have read and examined the Tender document including terms & conditions, specifications, bill of quantities, drawings and designs, general rules & directions, General Conditions of Contract, Special Conditions of Contract and all relevant other documents, publications and rules referred to in the Conditions of Contract and all other contents in the tender documents for the work.

I / We, hereby tender for execution of the work specified for the Indian Institute of Technology Kharagpur within the time specified and in accordance in all respects with the specifications, designs, drawings and instructions in writing.

We agree to keep the tender open for 120 days from the last date of its submission and not to make any modifications in its terms and conditions. A sum of Rs. ______________ has been deposited in cash/ demand draft of a scheduled bank as earnest money. If I / we, fail to furnish the prescribed performance guarantee within prescribed period, I / we agree that the said Director, Indian Institute of Technology Kharagpur or his authorized officer shall without prejudice to any other right or remedy, be at liberty to forfeit the said earnest money absolutely. Further, if I / we fail to commence work as specified, I / we agree that the Director, Indian Institute of Technology Kharagpur shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the said earnest money and the performance guarantee absolutely, otherwise the said earnest money shall be retained by him towards security deposit to execute all the works referred to in the tender documents upon the terms and conditions contained or referred to therein.

Further, I / We agree that in case of forfeiture of earnest money or both Earnest Money & Performance Guarantee as aforesaid, I / We shall be debarred for participation in the re-tendering process of the work.

I / We hereby declare that I / We shall treat the tender documents, drawings and other records connected with the work as secret / confidential documents and shall not communicate information derived there-from to any person other than a person to whom I / We am / are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

Seal & Signature of Contractor

Postal Address

Dated

Witness

Address

Occupation
# TECHNICAL STAFF OF CONTRACTOR

<table>
<thead>
<tr>
<th>DISCIPLINE</th>
<th>NAME</th>
<th>QUALIFICATION</th>
<th>EXPERIENCE</th>
<th>CONTACT NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall Project In-charge</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineer - Structure and Civil Works</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Engineer – Electrical &amp; Mechanical Works</td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>In-charge - Safety, Health &amp; Environment</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Seal & Signature of Contractor
UNDERTAKING FOR GCC COMPLIANCE

UNDERTAKING

We hereby undertake that we shall fulfill all the terms & conditions of the General Conditions of Contract of IIT Kharagpur within the specified time frame, after the acceptance of our offer in case our offer is accepted; failing which IIT Kharagpur may go ahead to take necessary action such as reporting the non-compliance to appropriate Government authorities and barring us from future participation in IIT Kharagpur works.

Seal & Signature of Contractor

DATED:
Format for Net Worth Certificate

It is to certify that as per the audited balance sheet and profit & loss account during the financial year .........., the net worth of ...(individual/farm/company) having registered address at .......... as on 31.3.2021 is Rs. ................... after considering all liabilities. It is further certified that the net worth of the company has not eroded by more than 30% in the last three years ending on 31.3.2021.

Signature of Chartered Accountant

............

Name of Chartered Accountant

............

Membership No. of ICAI

............

Date & Seal
(For Works Contracts, including Turnkey contracts)

(On Company / firm's Letterhead)

Tender No:.......................... Dated:..............................

CERTIFICATE

I/we have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries and hereby certify that this bidder is not from such a country and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority.

OR (whichever is applicable)

I/we have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries; I/we hereby certify that this bidder is from __________(Name of Country) and has been registered with the Competent Authority and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. I/we also certify that this bidder fulfills all the requirements in this regard and is eligible to be considered.

(Copy/ evidence of valid registration by the Competent Authority is to be attached with the bid document)

Signature of the Authorized Person

Date: -----------------------

Full Name: -----------------------

Place: -----------------------

Company Seal: -----------------------
DECLARATION OF LOCAL CONTENT

(To be given on Company Letter Head – For tender value upto Rs.10 Crores)

(To be given by Statutory Auditor/Cost Auditor/ Practicing Cost Accountant/ Practicing Chartered Accountant for tender value in excess of Rs.10 Crores)

Tender No:........................................ Dated:......................................

To
The Chairman
Departmental Purchase Committee
Department of ..............................
IIT Kharagpur
PIN: 721302

Subject: Declaration of Local Content-reg.

1. Country of origin of Goods being offered:............................................................

2. We hereby declare that items offered has ................% local content.

(Clarification for Local content calculation as per OM No: P-45021/102/2019-BE-II-Part (1) (E-50310), dated 4th March 2021 of Department of Promotion of Industry and Internal Trade, Ministry of Commerce and Industry, Govt. of India.)

3. The details of the location(s) at which local value addition is made are given in the below table;

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the Item</th>
<th>Location(s) of Local Value addition</th>
</tr>
</thead>
</table>

“Local Content” means the amount of value added in India which shall, unless otherwise prescribed by the Nodal Ministry, be the total value of the item procured (excluding net domestic indirect taxes) minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

Important:

“False declaration will be in breach of Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules2017 for which a bidder or its successors can be debarred for up to two years as per Rule 151(iii) of the General Financial Rules 2017 along with such other actions as may be permissible under law.”

Date:

Yours faithfully,

(Signature of the bidder, with Official Seal)