

MCCIA ELECTRONIC CLUSTER FOUNDATION (MECF)

TENDER NOTICE INVITING APPLICATION FOR PRE-QUALIFICATION OF CONTRACTORS

1. Applications are invited from reputed quality conscious Civil Contractors with experience in similar works to pre-qualify themselves to issue tenders for the construction of following Mixed Use Buildings:

(a) Electronic Common Facility Centre at Plot no J/P -8 out of J/P-8, J 462, J 462 P,'J' Block, M. I. D. C, Ganesh Nagar, Telco Road, Bhosari, Pune - 411026

(b) Site development

2. The estimated cost for the above building project is about **Rs 10.69 CR** including civil, P H (Public Health), Fire Suppression & Alarm, and Electrical services and will have to be completed in a period of 8 (eight) months. The pre-qualification of contractors will be based on the following eligibility criteria:

a) Should have average Annual Turnover of **Rs 15 crores** during the last three financial years ending 31-3-2019 and should be a profit making organization.

b) Should have experience of having successfully completed following similar works during last 3 years ending 31-3-2019:

i) Min 2 projects of Industrial / Institutional / Laboratory building of G+3 with RCC framed structure of minimum area 4000 sqm in last three years supported by work done certificate.

ii) Technical Staff / Eligibility of Key Expert – Each of the key expert must fulfill the conditions of Eligibility specified below:

Sr. No.	Personnel	Qualification	Experience
1.	Team Leader	B.E. (Civil)	7 years of Similar work
2.	Site Engineer	B.E. (Civil)	5 years
3.	Site Engineer	Diploma in Civil Engineer	5 years
4.	Electrical Engineer	B.E. (Electrical)	7 years of Similar work
5.	Electrical Supervisor	Diploma in Electrical Engineer	5 years

iii) Plant & Equipment: Furnish list of modern softwares and equipment available for smooth functioning of work

“Similar works” means minimum G +3 construction of Industrial / Institutional/ Laboratories with RCC framed structure building of minimum area of 4000 sqm.

(iv) Should have at least 5 years' experience in executing building works including Civil, Electrical, Plumbing and Sanitary works and Fire Suppression and Alarm works.

- (v) Contractor / Company shall be in working from last 5 years
- (vi) No Joint venture / consortium allowed.
- (vii) Preference will be given to Contractors, who fulfill the above requirements and who have experience in construction of Industrial / Institutional/ Laboratories.

Note: Valid registration Certificate as a Registered Contractor with the Government/ Semi Government Organization, if available, in appropriate class shall be attached.

3. Eligible and interested contractors may obtain pre-qualification document from our consultant. The duly filled in pre-qualification document along with client certificates, work completion certificates should be submitted to **Consultant's office on or before 03-06-2019 up to 5.00 p.m.**
4. Cost of Tender Document – Rs.1,000/- (Rupees One Thousand only) shall be paid in form of cash or DD in favor of "Mitimitra Consultants Pvt. Ltd.", payable at Pune
5. The MECF reserves the right to independently verify the particulars furnished by the applicant and to reject any application without assigning any reason to shortlist such number of contractors. Only shortlisted pre-qualified contractors will be invited to participate in the tender.



Shalok Gandhi
Wg Cdr (Retd)
MD, MECF



MCCIA ELECTRONIC CLUSTER FOUNDATION (MECF)

1. PROGRAMME OF WORKS

Applicants who have been pre-qualified will be informed in writing. The programme of work envisaged for the contract is as follows:

Sr No	Activity	Date
1	Form of Pre-Qualification Bid can be collected from Architect's office	from <u>20th May 2019 till 23 May 2019</u>
2	Pre Bid Meeting will be held on	<u>27 May 2019</u>
3	Last date for submission of Pre Qualification Bid to <u>Consultant</u>	<u>03 Jun 2019 till 1700 hrs</u>
4	Site visit schedule will be informed to the contractors.	
5	Finalisation of Pre Qualification Bidders	<u>13 Jun 19</u>
6	Tender documents, Blank BOQ and drawings to be handed over to qualified bidders on	<u>13 Jun19</u>
7	Pre-bid meeting for qualified contractors	<u>21 June 2019</u>
8	Submission of Tender documents at MD office latest by	<u>28 Jun 19 1500 hrs</u>
9	Opening of Bids	<u>28 Jun 19 at 1600 hrs</u>
10	Comparative study and documentation by MCPL with recommendations	<u>by 05 Jul 19</u>
11	Internal discussions and issue of PO by MECF	<u>12 July 2019</u>
Call for Tenders		Award of Contract
13 Jun 2019		12 July 2019
		Period of Completion
		8 (eight) months including rainy season that is 11 Mar 2020

Note: The essence of this award of contract will be timely completion. As the project is time bound, there will be penalty clause in the tender documents for delay in execution.

2 SALIENT INFORMATION

2.1 Address of Employer and Architect/ Consultants

- a) **Employer :** MCCIA Electronic Cluster Foundation (MECF)
505,'A' Wing, 5th floor, MCCIA, Trade Tower, SL Kirloskar International
Convention Centre Complex, 403A, Senapati Bapat road, Pune - 411016
- b) **Architects/ Consultants:** M/s Mitimitra Consultants Pvt. Ltd.
No.2, Sampada Apartments, FP No.395 & 396
Bhamburda, Off Senapati Bapat Road
Pune - 411 016

2.2 Earnest Money Deposit, Initial Security Deposit, Retention Money etc. shall be as detailed hereinafter.

Earnest Money Deposit : 1% of the estimated cost of works put to tender – in form of DD

Initial Security Deposit : 4% of contract value excluding EMD

Retention Money : 5% of the Bill value from each running bill.

Total Security Deposit : Initial Security Deposit plus Retention Money limited to 10% of the contract value

2.3 The tenders will be item rate tender. The quantities may change and any effect on rate will not be acceptable because of change in quantity. Some items may not be executed for which there will not be any compensation for the same. No cost escalation applicable throughout the project till completion. This is a cost sensitive project, and hence the Contractor shall not execute any extra work, without prior approval from the client. The Contractor shall follow the procedure laid out in tender document for extra work.

2.4 All works shall conform to the specifications of BIS and other relevant Indian Standards or equivalent standards mentioned in the contract documents.

2.5 The law governing the contract will be the Indian Law. The language in which the contract will be executed and operated will be English.

2.6 Neither the Notice inviting Pre-qualification application nor the Pre-qualification document shall form part of the contract agreement to be entered subsequently between the successful Bidder and the Employer. The information furnished herein is only indicative and must be considered only as advance information to assist the prospective Bidder to decide whether or not to apply for prequalification.

3. INSTRUCTIONS TO APPLICANTS

Method of Submission

3.1 The Pre-qualification document with Schedules and documents shall be submitted in a sealed envelope in the office of the **Consultant** and shall show name and address of the Applicant. The enclosed schedules should be filled-in completely and all questions should be answered. If any particular query is not relevant, it should be replied as 'not applicable'.

3.2 If necessary, additional sheets can be added to the schedule. **Each page of pre-qualification document shall be duly signed by the Applicant or his authorized representative.**

3.3 No costs incurred by applicant in making this offer, in providing clarification or attending discussions, conferences, or site visits will be reimbursed by the Employer.

3.4 Incomplete applications are liable to be rejected.

3.5 The language for submission of pre-qualification bid shall be English.

3.6 Contractor cannot sublet / sub-contract any part of the work without prior written consent of the Employer.

3.7 For any clarification, following may be contacted.

Consultants:

Ar. Makarand Godbole
Mitimitra Consultants Pvt. Ltd.,
2, Sampada Apartments, F.P. No.395 & 396,
Bhamburda, Off Senapati Bapat Road,
Pune 411016
Cont no: +91-20-25650218 / 25651228
Email id: mitimitra@gmail.com

3.8 The information furnished must be sufficient to show that the applicant is capable in all respects to successfully complete the envisaged work.

3.9 The pre-qualified bidder is expected to have visited the project site before submitting the tender.

3.10 The pre-qualified applicants while submitting the bids for the works may again be required to provide satisfactory evidence in respect of the information furnished by them in their application for pre-qualification regarding their structure and organization, financial position/arrangements, other resources including personnel and equipment, experience as well as work in hand etc.

4. Evaluation of Application for Pre-qualification

4.1 The applications shall be considered to ascertain whether the bids:

- a) meet the eligibility requirements;
- b) have been properly prepared and signed
- c) contain all the details called for and are in proper format
- d) are accompanied by required authorization, and
- e) are otherwise generally in order.
- f) All supporting documents should be duly attested

- 4.2 All Applications which meet the above requirements will be evaluated under the following criteria by scoring method on the basis of details furnished by them. Based on such evaluation a select list of pre-qualified contractors will be prepared.

Basis of Marking:

Experience in Similar Type Works	:	20 max marks
Financial Strength	:	18 max marks
Technical Staff and their experience	:	12 max marks
Site Visit (Quality of work)	:	<u>50 max marks</u>
<u>TOTAL MARKS</u>	:	100 max marks

4.2.1. Experience in similar type works:

Sr. No.	Experience in years	Max. Marks
1	More than 2 similar projects completed in last 3 years	20
2	2 similar projects completed in last 3 years	15
3	1 similar project completed in last three years	10

4.2.2 Financial Strength

Sr. No.	Turnover	Max. Marks
1	Average Turnover Rs. 15 crores for last 3 year	08
2	Average Turnover Rs. 20 crores for last 3 years	12
3	Average Turnover Rs. 25 crores for last 3 years	18

4.2.3. Technical Staff

Sr. No.	Staff	No.	Qualification	Experience	Max. Marks
1	Team leader	1	B.E. (Civil)	07 years	04
2	Site Engineer	2	B.E. (Civil)	05 years	02
3	Site Supervisor	2	I.T.I.	05 years	02

4	Electrical Engineer	1	B.E. (Electrical)	07 years	02
5	Electrical Supervisor	1	I.T.I.	07 years	02

4.2.4 Site Visit (Quality of Work)

Sr. No.	Parameter	Max. Marks
1	Adherence to schedule / timely completion (will be checked against track bar chart/ project execution plan) Approved and validated by Client (Client's certificate)	15
2	Material Testing Frequency and Records	9
3	Visual Inspection	9
4	Human Safety adherence	7
5	Work Practices / SOPs/ Process Flows	7
6	Reporting and Communication/ Periodic Feedback	3

MCCIA ELECTRONIC CLUSTER FOUNDATION (MECF)

Pre-Qualification Application

Description of Works:

Construction of **Brownfield Electronic Cluster Common Facility Centre (CFC) building** at Plot no J/P -8 out of J/P-8, J 462, J 462 P,'J' Block, M. I. D. C, Ganesh Nagar, Telco Road, Bhosari, Pune - 411026.

To

The Managing Director

MCCIA's Electronic Cluster Foundation, Pune

Dear Sir,

Having examined the Pre-qualification document including scope of works and timeframe of construction, we hereby submit all the necessary information and relevant documents for pre-qualifying us for bidding for the above mentioned work.

It is certified that the information furnished in this document is authentic. We hereby authorize MECF to make independent enquiries to verify the information furnished by us.

We understand that Employer reserves the right to reject any or all applications without assigning any reason thereof.

(Signature of Applicant)

Including title and capacity in which application is
made with seal

Date

Encl.: 1) Application duly filled in the prescribed form

2) Clients issued experience certificates

3) I.T. clearance certificate

MCCIA ELECTRONIC CLUSTER FOUNDATION (MECF)

DETAILS OF ORGANISATION

A. GENERAL INFORMATION

1	Name and address of the Firm	:	
2	Contact Person	:	
3	(a) Telephone	:	
	(b) Mobile	:	
	(c) Fax	:	
	(d) E-Mail	:	
4	Place of incorporation/registration	:	
5	Year of Incorporation registration	:	
6	Main Lines of Business	:	

B. FINANCIAL STATEMENT

Annual turnover (Civil Engineering Projects) data for last three years

YEAR	:	TURNOVER IN RS. LAKHS
FY 2018-2019	:	
FY 2017-2018	:	
FY 2016-2015	:	

- Note:**
1. All individual firms must complete the information in this form. The information supplied should be the annual construction turnover in terms of the amount billed to clients for each year in progress or completed during the last three years, supported by actual work done certificate.
 2. Attested copy of the audited balance sheets and profit & loss account for the last 3 years shall be enclosed.

C. REGISTRATION / CLEARANCE CERTIFICATES (Attach attested copies)

- a) Income Tax Clearance Certificate- ITR of last 3years
- b) Provident Fund registration certificate
- c) Goods & Service Tax (GST) Registration
- d) ESIC Registration
- e) Copy of Pan Card
- f) Any other relevant Certificates

D. KEY TECHNICAL PERSONNEL OF THE ORGANISATION

Sr.	Name	Designation	Qualification	Professional	No. of years

E. PLANT, EQUIPMENT AND SOFTWARES OWNED BY THE ORGANISATION AND AVAILABLE FOR THIS WORK

Sr. No.	Equipment	Year of Manufacture	Capacity	Number / Quantity

Note: 1. Give details of all the key equipment for construction such as concrete mixers, weigh batchers, vibrators, trucks, tippers, Hoists, Rammers, Steel shuttering plates, Steel Scaffolding materials, polishing machines that the firm proposes to use for the proposed works at the site and softwares, if any.

2. The applicant should clearly demonstrate that he has access to all key equipment which will be required for the successful completion of the works.

F. EXPERIENCE RECORD

(a) Details of 'Similar Works' completed during last three years costing minimum Rs.7.5 CR each [data shall be supported by photographs of the project]

Sl. No.	Name of work & Name & address of the owner	Total Cost (Rs. Lakhs)	Date of Commence -ment	Date of Comple -tion	Built up Area	No. of Floors & Special Features if any such as basement etc.

Note: 1. Provide copies of Work Orders and Completion Certificates for each project.

2. Work Orders & Completion Certificates will be verified, if required.

(b) Details of works In hand including similar works costing more than Rs7.5 cr. each. [data shall be supported by photographs of the project]

Name of work	Name & address of client	Value of Firm's portion of total contract	Date of award	Original stipulated date of completion	Value of outstanding work (Rs. lakhs)	Estimated completion date	Reasons for delay, if any	No. of floors & special features, if any such as Basement etc.

1. Details of all works which are at various stages of execution including works for which work orders have been received but work is yet to start or works approaching completion but for which full completion certificates are yet to be issued or to be provided.
2. Details as available at the time of preparation of this document have to be provided.

AFFIDAVIT on Rs.200/- stamp paper

Notarised

I / We, the undersigned, certify that all the statements made in the pre-qualification questionnaire forms and in the required attachments are true and correct.

The undersigned hereby authorize(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by the MECF & their technical representative to verify this statement or regarding my(our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the Department/Project Implementing Agency.

The undersigned states & affirm on behalf of his firm that the same has not been blacklisted by any of their Govt. & semi Govt. clients.

The undersigned further states and affirms that no disputes / arbitration proceedings are going on with any of their clients at any judicial/ arbitration forums presently.

(Signed by an Authorized Officer of the firm)

(Title of Officer)

(Name of Firm)

(Date)