

TENDER DOCUMENT

Civil and Electrical works for the Renovation of KSRTC Chief Office Building, Fort, Thiruvananthapuram

e-Tendering



PROJECTS DIVISION

HLL Lifecare Limited

(A Government of India Enterprise)

Corporate Head Office, Poojappura.P.O,

Thiruvananthapuram – 695012, Kerala, India

Phn: 0471- 2354949, 2775588

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Part I

NOTICE INVITING TENDER (NIT)

e- Government Procurement (e-GP)

IFB No: HLL/CHO/PROJ/EXT/KSRTC-CO/C&E/2021-22

Dated: 24-06-2021

HLL Lifecare Limited (HLL), CIN: U25193KL1966GOI002621 a Government of India Enterprise, on behalf of our esteemed client M/s Kerala State Road Transport Corporation (KSRTC), invites online bids from the eligible, competent and experienced Suppliers/Contractors who are capable to do the following items/work meeting the requirements as per our tender.

| SI No | Description | Particulars |
|-------|--|---|
| 1 | Name of Work | Civil and Electrical works for the Renovation works of KSRTC Chief Office, Fort, Thiruvananthapuram |
| 2 | Location of Work | Fort, Thiruvananthapuram |
| 3 | Estimated Cost of the Work | Rs 4.12 Crores (excluding taxes) |
| 4 | Brief description of work | Civil and Electrical works |
| 5 | Bid submission fee (tender fee) | Rs. 5,900/- including GST @ 18% |
| 6 | Bid Security (EMD) | Rs 1,00,000/- |
| 7 | Period of completion | 24 Weeks |
| 8 | Eligibility criteria for Bidders | As per Clause 1.3 ITB |
| 9 | Last date and time for online submission of bids | 07-07-2021 at 15:00 hrs |
| 10 | Date and time of opening of tender | 08-07-2021 at 15:00 hrs |

1. Bid documents including the Bill of Quantities (BoQ) can be downloaded free of cost from the e-Government Procurement (e-GP) Website www.etenders.kerala.gov.in. All bid documents are to be submitted online only and in the designated cover(s) / envelope(s) on the e-GP website. Tenders/ bids shall be accepted only through online mode on the e-GP website and no manual submission of the same shall be entertained. Late tenders will not be accepted. A bid submission fee shall be remitted online during the time of bid submission.
2. The bids shall be opened online as per the NIT document at the **Office of the Deputy**

General Manager (Projects), Projects Division, HLL Lifecare Ltd, Poojappura in the presence of the Bidders / their authorized representatives who wish to attend at the above address. If the tender opening date happens to be on a holiday or non-working day due to any other valid reason, the tender opening process will be done on the next working day at same time and place.

3. More details can be had from the Office of the Deputy General Manager (Projects), Project Division, HLL Lifecare Ltd, Corporate Head Office, Poojappura.P. O, Thiruvananthapuram – 695012, Kerala, India during working hours. The Tender Inviting Authority/Project Management Consultant (PMC) shall not be responsible for any failure, malfunction or breakdown of the electronic system while downloading or uploading the documents by the Bidder during the e- procurement process.
4. Details required for e-payment (Details of bank account having core banking facility and e-mail address of the bidder) shall be furnished along with the tender. Tenders not accompanied by these details will be rejected. All subsequent Government orders connected to tenders and any revision in the rates of taxes would also be applicable to this tender.
5. HLL reserves the right to accept or reject any or all tenders or cancel this tender without assigning any reason thereof.
6. General Tender Terms & Conditions for e-Procurement is as given below:

This tender is an e-Tender and is being published online for the “Civil and Electrical works for the Renovation works of KSRTC Chief Office, Fort, Thiruvananthapuram”. The tender is invited in 2 bid system from the registered and eligible firms through e-procurement portal of Government of Kerala (<https://www.etenders.kerala.gov.in>). Prospective bidders willing to participate in this tender shall necessarily register themselves with above mentioned e-procurement portal. The tender timeline is available in the critical date section of this tender published in www.etenders.kerala.gov.in.

6.1 Online Bidder registration process:

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on www.cca.gov.in. Once, the DSC is obtained, bidders have to register on www.etenders.kerala.gov.in website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088/188/388 or 0484-2336006, 2332262 or 0497-2764788, 2764188 or 0483-273294 or through email: etendershelp@kerala.gov.in or helpetender@gmail.com for assistance in this regard.

6.2 Online Tender Process:

The tender process shall consist of the following stages:

- i. Downloading of tender document: Tender document will be available for free download on www.etenders.kerala.gov.in. However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document.

- ii. Pre-bid meeting: Not Applicable for this tender
- iii. Publishing of Corrigendum: All corrigenda shall be published on www.etenders.kerala.gov.in and shall not be available elsewhere.
- iv. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on www.etenders.kerala.gov.in. No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- v. Opening of Technical Bid and Bidder short-listing: The technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualifications. All documents in support of technical qualifications shall be submitted (online). Failure to submit the documents online will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- vi. Opening of Financial Bids: Bids of the qualified bidder's shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in critical date's section.

7. Documents Comprising Bid:

- i. The First Stage (Pre-Qualification or Technical Cover based on 2 cover tender system):

Pre-Qualification or Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload:

1. Copy of Valid GST registration as per Clause 1.3.1.1 a of ITB
2. Copy of IT PAN Card as per Clause 1.3.1.1 b of ITB
3. Copy of EPF Registration Certificate as per Clause 1.3.1.1 c of ITB
4. Work orders and Completion certificates in proof of experience as per Clause 1.3.1.2 of ITB
5. Audited Balance sheets in proof for Average annual financial turn-over as per Clause 1.3.1.3 of ITB
6. FORM OF TENDER as per Part-VI of Forms and Declarations
7. ACCEPTANCE FORM as per Part-VI of Forms and Declarations
8. DECLARATION FORM as per Part-VI of Forms and Declarations
9. COMPLETION CERTIFICATE as per Part-VI of Forms and Declarations
10. AGREEMENT FORMATS as per Part-VI of Forms and Declarations
11. INTEGRITY PACT as per the format in Part-VI
12. AFFIDAVIT as per the format in Part-VI
13. Requisition Form for e-Payment as per the format in Part-VI
14. SAMPLE GUARANTEE BOND for termite-proof/water and leak-proof work as per the format in Part-VI

HLL / KSRTC doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

- ii. The Second Stage (*Financial Cover or as per tender cover system*):

The Bidder shall complete the Price bid as per format given for download along with this tender.

Note: The blank price bid should be downloaded and saved on bidder's computer without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.

Fixed price: Prices quoted by the Bidder shall be fixed during the bidder's performance of the

contract and not subject to variation on any account. A bid submitted with an adjustable/variable price quotation will be treated as non - responsive and rejected.

8. Tender Document Fees and Bid Security(EMD)

The Bidder shall pay, a tender document fees of **Rs. 5,900/- (including GST @ 18%)** and Bid Security of **Rs. 1,00,000/-**. The Bid Security is required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of security.

Online Payment modes: The tender document fees and Bid Security can be paid in the following manner through e-Payment facility provided by the e-Procurement system

State Bank of India Multi Option Payment System (SBI MOPS Gateway): Bidders are required to avail Internet Banking Facility in any of below banks for making tender remittances in e-Procurement System.

| A) Internet Banking Options (Retail) | | | |
|---|------------------------------------|----|---|
| 1 | Allahabad Bank | 15 | Karnataka Bank |
| 2 | Axis Bank | 16 | Karur Vysya Bank |
| 3 | Andhra Bank | 17 | Kotak Mahindra Bank |
| 4 | Bandan Bank | 18 | Lakshmi Vilas Bank |
| 5 | Bank of Bahrain and Kuwait | 19 | Mehsana Urban Co-op Bank |
| 6 | Bank of Baroda | 20 | NKGSB Co-operative Bank |
| 7 | Bank of India | 21 | Oriental Bank of Commerce |
| 8 | Bank of Maharashtra | 22 | Punjab and Maharashtra Cooperative Bank |
| 9 | Bassein Catholic Co-operative Bank | 23 | Punjab National Bank |
| 10 | BNP Paribas | 24 | Punjab and Sind Bank |
| 11 | Canara Bank | 25 | RBL Bank |
| 12 | Catholic Syrian Bank | 26 | Saraswat Cooperative Bank |
| 13 | Central Bank of India | 27 | Shamrao Vithal Cooperative Bank |
| 14 | City Union Bank | 28 | South Indian Bank |
| 29 | Corporation Bank | 43 | Janata Sahakari Bank |
| 30 | Cosmos Bank | 44 | Standard Chartered Bank |
| 31 | DCB Bank | 45 | State Bank of India |
| 32 | Dena Bank | 46 | Syndicate Bank |
| 33 | Deutsche Bank | 47 | Tamilnad Mercantile Bank |
| 34 | Dhanalaxmi Bank | 48 | Tamilnadu Cooperative Bank |
| 35 | Federal Bank | 49 | The Kalyan Janata Sahakari Bank |
| 36 | HDFC Bank | 50 | TJSB Bank (Erstwhile Thane Janata Sahakari Bank) |
| 37 | ICICI Bank | 51 | UCO Bank |
| 38 | IDBI Bank | 52 | Union Bank of India |
| 39 | Indian Bank | 53 | United Bank of India |
| 40 | Indian Overseas Bank | 54 | Vijaya Bank |
| 41 | IndusInd Bank | 55 | YES Bank |
| 42 | Jammu & Kashmir Bank | | |
| B) Internet Banking Options (Corporate) | | | |

| | | | |
|----|-------------------------|----|-----------------------------------|
| 1 | Bank of Baroda | 19 | Karur Vysya Bank |
| 2 | Bank of India | 20 | Kotak Bank |
| 3 | Bank of Maharashtra | 21 | Laxmi Vilas Bank |
| 4 | BNP Paribas | 22 | Oriental Bank of Commerce |
| 5 | Canara Bank | 23 | Punjab & Maharashtra Coop Bank |
| 6 | Catholic Syrian Bank | 24 | Punjab & Sind Bank |
| 7 | City Union Bank | 25 | Punjab National Bank |
| 8 | Corporation Bank | 26 | RBL Bank |
| 9 | Cosmos Bank | 27 | Shamrao Vitthal Co-operative Bank |
| 10 | Deutsche Bank | 28 | South Indian Bank |
| 11 | Development Credit Bank | 29 | State Bank of India |
| 12 | Dhanalaxmi Bank | 30 | Syndicate Bank |
| 13 | Federal Bank | 31 | UCO Bank |
| 14 | HDFC Bank | 32 | Union Bank of India |
| 15 | ICICI Bank | 33 | UPPCL |
| 16 | Indian Overseas Bank | 34 | Vijaya Bank |
| 17 | JantaSahakari Bank | 35 | Axis Bank |
| 18 | Jammu & Kashmir Bank | | |

During the online bid submission process, bidder shall select *SBI MOPS* option and submit the page, to view the *Terms and Conditions* page. On further submitting the same, the e-Procurement system will re-direct the bidder to MOPS Gateway, where two options namely *SBI* and *Other Banks** will be shown.

Here, Bidder may proceed as per below:

a) *SBI Account Holders* shall click ***SBI*** option to with its Net Banking Facility., where bidder can enter their internet banking credentials and transfer the Tender Fee and EMD amount.

b) *Other Bank Account Holders* may click ***Other Banks*** option to view the bank selection page. Here, bidders can select from any of the 54 Banks to proceed with its Net Banking Facility, for remitting tender payments.

**Transaction Charges for Other Banks vide SBI Letter No. LHO/TVM/AC/2016-17/47 – 1% of transaction value subject to a minimum of Rs. 50/- and maximum of Rs. 150/-*

** Bidders who are using Other Banks option under SBI MOPS Payment Gateway, are advised by SBI to make online payment 72 hours in advance before tender closing time.*

Any transaction charges levied while using any of the above modes of online payment has be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing "**Success**" during bid opening.

9. SUBMISSION PROCESS:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and Financial bid online on www.etenders.kerala.gov.in along with online payment of tender document fees and EMD.

Note:- It is necessary to click on “Freeze bid” link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.

DEPUTY GENERAL MANAGER (PROJECTS)