

NAME OF WORK: Comprehensive maintenance of Electro mechanical services in Staff Quarters at Thambusamy Road, Chennai (for the year 2021-23)



**BHARAT SANCHAR NIGAM LIMITED**

(A Govt of India Enterprise)

(Electrical Wing)

**O/o The Executive Engineer (E)**

**BSNL Electrical Division-I**

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**E-TENDER DOCUMENT**

**NAME OF WORK: Comprehensive maintenance of Electro mechanical services in Staff Quarters at Thambusamy Road, Chennai (for the year 2021-23)**

**NIT No: 40 /EEE/ED-I/CH/2021-22**

This tender document contains **50 (fifty)** pages only.

For E Tender Help Desk of M/s ITI Limited.Tel.No.011 49424365;  
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## BSNL EW 6

### INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR E-TENDERING FORMING PART OF NIT AND TO BE POSTED ON WEBSITE

The Executive Engineer (Elect), BSNL, **Electrical Division-I, Chennai** on behalf of the CMD, Bharat Sanchar Nigam Limited, invites online Item rate bids from eligible bidders in Single bid system for the following work:

1	Name of work	Comprehensive maintenance of Electro mechanical services in Staff Quarters at Thambusamy Road, Chennai (for the year 2021-23)
2	Estimated cost put to tender (Rs)	<b>Rs.6,48,584/- (excl GST)</b>
3	Earnest Money (Rs.)	<i>Nil. However undertaking as per Annexure-IIA to be submitted.</i>
4	Period of completion	Twenty Four Months
5	Last date & time for downloading of tender document by bidder	Up to 14:55 Hrs. on 24 - 9 -2021
6	Last date & time for online submission of tender	Up to 15:00 Hrs. on 24 - 9 -2021
7	Last date & time for submission of original Tender cost and under taking for EMD	Up to 15:00 Hrs. on 24- 9 -2021
8	Date and time for opening of tender	15:30 Hrs. on 24-9 -2021
9	Tender cost (Non refundable)	<b>Rs.500/- (+) GST 18%</b>
10	E-tender Processing fee (Non refundable)	<b>0.05% of estimate cost subject to the minimum of Rs.500/- and Maximum of Rs. 5000/- plus GST</b>

#### Eligibility Criteria:

The Contractors satisfying the following conditions:

- 1 Average annual turnover during the last 3 years, ending 31<sup>st</sup> March of the previous financial year, should be at least 30% of the estimated cost put to tender.

(AND)

- 2 BSNL enlisted contractors in the Electrical category of respective class as per their tendering limits.

(OR)

- 3 Experience of having successfully completed similar works in BSNL comprising of Electrical Installations as part of scope of work during last 7years ending last day of month previous to the one in which applications are invited, should be either of the following :

Three similar successfully completed works costing not less than the amount equal to 40% of the estimated cost put to tender.

(OR)

Two similar successfully completed works costing not less than the amount equal to 60% of the estimated cost put to tender.

(OR)

One similar successfully completed work costing not less than the amount equal to 80% of the estimated cost put to tender.

(NOTE: The estimated cost of one year shall be considered to evaluate the eligibility criteria. Similar work means "Operation & Maintenance of Electrical Installations")

**IMPORTANT NOTE:**

1. The self-attested copies of the following documents shall be scanned and uploaded to the e-tendering website within the period of tender submission. Online bid documents submitted by intending bidders shall be opened only of those bidders, who have scanned and uploaded the following documents (and whose uploaded documents are found to be in order), otherwise the bid will not be opened and shall lead to disqualification.
  - a. Tender Fee in the prescribed format
  - b. EMD in the prescribed format
  - c. Certificate of Financial Turnover from Chartered Accountant if applicable
  - d. Documents fulfilling Eligibility criteria.
  - e. Enlistment certificate issued by BSNL(For BSNL enlisted contractors)
  - f. Electrical license issued by TN Govt.
  - g. GST Registration Number Details
  - h. PAN Card
  - i. EPF and ESI Registration certificate (if applicable)
  - j. Undertaking to abide by EW-6 and EW-8 (Form 'A')
  - k. Undertaking regarding EPF and ESI provisions (Form 'B')
  - l. Certificate of work experience issued by client department (Form 'C') if applicable
  - m. Undertaking regarding No Near relative working certificate (Form 'D')

**Not uploading the above documents,(even if the documents are submitted physically) shall lead to disqualification.**

2. The Physical Tender Fee & EMD shall be deposited in the tender box available in the office of tender opening authority, by the bidder before 15:00 Hrs on the tender opening date, failing which the tender shall not be opened.

**BSNL EW-6**  
Bharat Sanchar Nigam Limited  
Electrical Wing

Electrical Division: ED-I, Chennai

Sub Division: IV, Chennai

Item rate tenders on single bid system are invited on behalf of CMD, BSNL for the work **“Comprehensive maintenance of Electro mechanical services in Staff Quarters at Thambusamy Road, Chennai (for the year 2021-23)”** from the eligible bidders as per NIT notification. The enlistment of the bidders should be valid on the opening date of tender. In case the date of opening of tender is extended, the enlistment of bidder should be valid on the original date of opening of tender.

1. Intending bidder is eligible to submit the bid provided that he has definite proof from the appropriate authority, which shall be to the satisfaction of the competent authority as per the eligibility conditions mentioned in the NIT notification page.
2. The work is estimated to cost **Rs.6,48,584/- (Excluding GST)**. This estimate, however, is given merely as a rough guide.
3. Agreement shall be drawn with the successful bidder on prescribed form as amended up to the date of opening of tender. Bidder shall quote his rates as per various terms and conditions of the said form which will form part of the agreement.
4. The time allowed for carrying out the work will be **Twenty four months** from the 10<sup>th</sup> day after the date of written order to commence the work.
5. The site for the work is available / or the site for the works shall be made available in parts. The successful bidder shall execute the work in coordination with other agencies working in the campus.
6. The bid documents 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/BSNL](http://www.tenderwizard.com/BSNL) at free of cost. The BSNL EW-8 document can be seen from the web site [www.chennai.bsnl.co.in](http://www.chennai.bsnl.co.in) at free of cost.
7. After submission of the bid, the bidder can re-submit revised bid any number of times but before last time and date of submission of tender as notified. While submitting the revised bid, bidder can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before last time and date of submission of tender as notified.
8. The Tender Fee in the form of Demand Draft issued by the Nationalized / Scheduled bank authorized by the Reserve Bank of India, drawn in favour of **BSNL, CHENNAI TELPHONES** payable at **CHENNAI** shall be scanned & uploaded in the e-tendering website within the period of tender submission. The validity of the tender cost in the form of DD shall be **60 days** from the date of opening.
9. ~~The Earnest money deposit (EMD) in the form of Demand Draft / FDR / BG (BG is only for Air Conditioning, Diesel Engine Alternator, Lifts, and Sub Station works wherever the amount of EMD is more than Rs.20,000)/ CDR of a nationalized / scheduled bank authorized by the Reserve Bank of India, drawn in favour of **BSNL, CHENNAI TELPHONES** payable at **CHENNAI** shall be scanned & uploaded in the e-tendering website within the period of tender submission. The validity of the EMD in the form of DD shall be **60 days** from the date of opening. If the EMD is in the form of CDR/FDR/BG, the validity shall be **180 days** from the date of opening. In case of L1 bidder, the validity of CDR/FDR/BG is to be extended up to the observation period as that of the Performance guarantee / Security deposit.~~
10. The Physical **TENDER COST** and **EMD** of which the scanned copy is uploaded shall be deposited by all the bidders before 15.00hrs on the tender opening date, failing which the tender shall not be opened.

11. Interested bidder who wishes to participate in the bid shall pay the e-tender processing fee to M/s. ITI Limited through their e-gateway by credit / debit card / internet banking / RTGS / NEFT facility.
12. All the documents as specified in the tender document shall be scanned and uploaded to the e-Tendering website within the period of bid submission.
13. Online bid documents submitted by intending bidders shall be opened only of those bidders, who have deposited e-Tender Processing Fee with M/s ITI Limited and Earnest Money Deposit and other documents fulfilling eligibility criteria, scanned and uploaded are found in order.
14. The last date for online submission of bid is **24-9 -2021 up to 15.00hrs** and the bid submitted shall be opened at **15:30hrs on 24- 9 -2021**. If a holiday is declared on the tender opening day, the tender will be opened on the next working day. The e-Tender processing fee is non-refundable.
15. ***Performance Guarantee: The bidder is required to furnish Performance guarantee for an amount equal to 5% of the contract value in the form of bank guarantee/CDR/FDR/DD (of a nationalized/ Scheduled Bank in a standard format) within two weeks from the date of issue of acceptance letter. This period can be further extended by the Engineer-in-charge up to a maximum period of two weeks on written request of Bidder. The validity period of the performance security in the form of performance bank guarantee shall be: Three Months from the date of actual completion of work, for AMC works and One year from the date of actual completion of work for all other works. In case the bidder fails to deposit the said performance guarantee within the stipulated period, including the extended period if any, the Earnest Money deposited by the bidder shall be forfeited automatically without any notice to the bidder and the bidder will not be allowed to participate in the re tendering for the same work.***
16. ***Security Deposit: In addition to Performance guarantee stated above, a sum @ 10% of the gross amount of the bill shall be deducted from each running bill of the contractor till the sum be deducted with the sum already deposited as earnest money, will amount to security deposit of 5% of the contract value of the work. The security deposit shall be released after an observation period as follows: Three Months from the date of actual completion of work, for AMC works; and One year from the date of actual completion of work for all other works.***
17. In case any discrepancy is noticed in the documents as uploaded at the time of submission of the bid online, then the bid submitted shall become invalid and the BSNL shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further, the bidder shall not be allowed to participate in the retendering process of the work.
18. Intending bidders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders, the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A bidder shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The bidder shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a bidder implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the BSNL and local conditions and other factors having a bearing on the execution of the work.
19. The competent authority on behalf of the CMD does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidder shall be summarily rejected. The

- competent authority on behalf of CMD reserves to himself the right of accepting the whole or any part of the tender and the bidder shall be bound to perform the same at the rate quoted.
20. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the bidders who resort to canvassing will be liable to rejection.
  21. Agreement shall be drawn with the successful bidder on prescribed form. Bidder shall quote his rates as per various terms and conditions of the said form, which will form part of the agreement.
  22. The bidder should give a certificate as per the following that none of his/her relative is employed in BSNL units as per **Form 'D'**. In case of proprietorship firm, certificate will be given by the proprietor and for partnership firm certificate will be given by all the Directors of the company.
    - a. Near relatives of all BSNL employees either directly recruited or on deputation are prohibited from participation in tenders and execution of works in the different units of BSNL. The near relatives for this purpose are defined as:
      - i. Members of a Hindu Undivided family.
      - ii. They are husband and wife.
      - iii. 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) & brother's wife, sister(s) & sister's husband(brother -in-law).
    - b. The company or firm or any other person is not permitted to tender for works in BSNL unit in which his near relative(s) is(are) posted. The unit is defined as SSA/Circle/Chief Engineer/Chief Archt./Corporate office for non-executive employees and all SSA in a circle including circle office/Chief Eng./Chief Archt./Corporate office for executive employees (including those called as Gazetted officers at present). The bidder should give a certificate that none of his/her such near relative is working in the units as defined above where he is going to apply for tender/work, for proprietorship, partnership firms and limited company certificate shall be given by the authorized signatory of the firm. Any breach of these conditions by the company or firm or any other person, the tender/work will be cancelled and earnest money/performance guarantee will be forfeited at any stage whenever it is so noticed. BSNL will not pay any damages to the company or firm or the concerned person. The company or firm or the person will also be debarred for further participation in the concerned unit.
    - c. No employee in BSNL/ Govt. of India is allowed to work as a contractor for a period of two years of his retirement from service without the prior permission. The contract is liable to be cancelled if either the bidder or any of his employees is found at any time to be such a person who had not obtained the permission as aforesaid before submission of tender and engagement in the bidders service.
  23. The tender for the work shall remain open for acceptance for a period of ninety (90) days from the date of opening of tenders. If any bidder withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the tender which are not acceptable to the BSNL, then the BSNL shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the retendering process of the work.
  24. The agency has to comply with the provisions of EPF and miscellaneous provisions Act-1952 and employees provident fund scheme-1952 as amended up to date in respect of labours/employees engaged by them for this work. Any consequence arising due to non-complying of provisions as specified above shall be the sole responsibility of the firm only. The agency shall give an undertaking to this effect as per **Form 'B'**.