



APRIL 20, 2024

## Off-line Tender document

*Off-line Tender ID : 324-2*

**E-Tender Document**

MDCMPUL/2023-24/324-2/DHD/ Bhawan Repairing

# RE-TENDER OF REPAIRING OF DUDHMOTISAGAR BHAWAN AT DHARUHERA, HARYANA INCLUDING CIVIL AND PAINTING WORK (LABOUR JOB)

PURCHASE DEPARTMENT

**MEHSANA DISTRICT CO-OPERATIVE MILK PRODUCERS' UNION LIMITED**

Dudhsagar Dairy, Highway, Mehsana – 384002 Phone: 02762-253201

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[www.dudhsagardairy.coop](http://www.dudhsagardairy.coop)



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Offline Tender Document: MDCMPUL/2023-24/324-2/DHD/ Bhawan Repairing

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## Part - A

### 1. Notice Inviting Tender

S. No.	Item	Description / Details
<b>2.1 TENDER DETAILS</b>		
1	Tender Notice No.	MDCMPUL/2023-24/324-2/DHD/ Bhawan Repairing
2	Name of Project	Re-tender of Repairing of Dudhmotisagar Bhawan at Dharuhera, Haryana including Civil Plaster and Painting work labour jobs
3	Name of Work	Re-tender of Repairing of Dudhmotisagar Bhawan at Dharuhera, Haryana including Civil Plaster and Painting work labour jobs
4	Name of Company	Mehsana District Co-operative Milk Producers' Union Ltd, Dudhsagar Dairy, Highway, Mehsana, Gujarat, PIN - 384002
5	Estimated Cost of Work	Rs.60 Lakh
6	Period of Completion of Project / Delivery	<b>3 months</b> from Purchase Order issue date
7	Tender Document Fee (INR)	Rs. 3,324/- (including 18% GST)
8	EMD (INR)	Rs. 1,20,324 /-
<b>2.2 IMPORTANT DATES</b>		
1	Bid Documents Download Start	20 April 2024
2	Bid Documents Download End	10 May, 2024, 6:00 PM
3	Pre-Bid Meeting	29 April,2024 at 11:00 AM at <b>Dudhmotisagar Dairy, Dharuhera, Haryana state</b>
4	Last Date & Time for Hard Copy submission of commercial bids and all supporting documents along with UTR slips of Online Payment of Tender fee & EMD	10 May, 2024, 6:00 PM Purchase Department (Tender Section) <b>Dudhsagar Dairy, Highway, Mehsana-384002</b>
5	Bid Opening Date	11 May, 2024
6	Bid Validity Period	90 Days
7	Mode of Negotiation	Personal Negotiation



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S. No.	Item	Description / Details
<b>2.3 OTHER INFORMATION</b>		
1	Officer Inviting Bids	I/C Managing Director
2	Bid Opening Authority	I/C Managing Director
3	Address	I/C Managing Director Mehsana District Co-operative Milk Producers' Union Ltd, Dudhsagar Dairy Highway, Mehsana, Gujarat-384002 Phone: + 91 2762 253201 to 05

**I/C Managing Director**

Mehsana District Cooperative Milk Producers' Union Limited Dudhsagar Dairy, Mehsana

**Payment of Tender Fee & EMD**

Tender fee (non-refundable) and EMD (refundable) amount is mentioned in Notice Inviting Tender. Tender Fee and EMD Amount should be paid by NEFT/RTGS/IMPS to Mehsana District Co-operative Milk Producers' Union Limited in the bank account mentioned below.

**Banking Information for Deposit of Tender Fee, EMD, Performance Security etc.**

Description	Details
Bid Document Fee/ EMD Payable To	Mehsana District Co-operative Milk Producers' Union Ltd., Mehsana
Beneficiary Name	Mehsana District Cooperative Milk Producers Union Limited
Credit Account Number	443104000000532
Account Type	Cash Credit
Bank Name	IDBI Bank
Bank Branch Name	Mehsana Branch
IFSC Code	IBKL0000443



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If EMD amount is more than Rs. 10 lakhs then it can be paid in Bank Guarantee (BG) also. The bank guarantee issued by a Nationalised Indian Bank/other major banks like HDFC Bank, ICICI Bank, Axis Bank, IDBI Bank. Bank Guarantee from a foreign bank having branch in India may be accepted.

**ANY OTHER MODE OF PAYMENT IS NOT ACCEPTABLE**

After Paying the amount by NEFT/RTGS/IMPS/BG, details of the same should be given in your physical tender bid. The hard copy of the payment advice of the transaction to be submitted along with your physical tender bid as a proof of payment. Bidder has to submit original BG along with technical documents if EMD is paid in BG. In case of re-tender of a tender, bidder who had participated in the original tender can submit tender fee and EMD details of original tender in re-tender. Kindly note that tender fee is not refundable in any case even in case bidder is not able to submit tender completely.

**Ernest Money Deposit (EMD)**

All Bids must be accompanied by Earnest Money Deposit (EMD) in the form specified in the Bidding document. The Bids not accompanied with EMD shall be summarily rejected. The Bid security shall be denominated in Indian Rupees of value as specified.

The security deposit/EMD will be interest free.

EMD of unsuccessful bidders will be refunded after completion of our tender and purchase order process. EMD of successful bidder will get returned only after successful execution of Purchase order.

**Note:** In case a bidder is not able to submit the Tender completely after paying tender fee and EMD then such bidders should inform purchase department immediately on date of opening of tender mentioned in NIT and provide complete transaction details and proof for returning of EMD of such bidders.

The Bid security may be forfeited if:

1. A Bidder or Supplier withdraw its bid during the period of bid validity specified by the Purchase on the tender document
- OR
2. In case of successful Bidder/Supplier, if the Bidder/Supplier fails to sign the contract or execute the contract within specified period of contract.



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### ***Performance Security***

Successful bidder has to submit Performance Security after award of contract. Performance Security amount and its related terms and conditions are mentioned in NIT or Part B of tender.

### ***Acceptance of Tender Terms and Conditions by Bidder***

Bidders have to abide by all terms and conditions and specifications of items mentioned in tender document. Quoting price bid will be treated as acceptance of all terms and conditions of tender document.

### ***Tender Date Extension Request***

Bidder must request through email for any extension needed at least three days (72 Hours) prior to the last date of tender. The extension request must be accompanied with the payment receipt of Tender Fee and EMD. Without Tender fee, EMD and any request after 72 Hours to close the tender will not be entertained in any condition.

### ***Rights Reserved by Dudhsagar Dairy, Mehsana***

Dudhsagar Dairy, Mehsana, at its sole discretion and without assigning any reason thereof, reserves the right to accept and / or reject the whole or part of any or all the bids received at any stage of tender. Similarly, we reserve the right to award purchase order in full or part items/quantity to any bidder. Dudhsagar Dairy reserves the right to re-conduct auction/negotiation starting from previously closed rates. In case of dispute, decision taken by I/C Managing Director will be final.



## 2. Contact Details

### User Department

Contact user department for technical queries, specifications, date extension etc.

S. No.	Contact Person	Contact No.	E-mail ID
1	Juhil Desai, Incharge Civil Dudhmotisagar Dairy, Dharuhera	9824287669	dhdcivil@mehsanaunion.coop
2	Sh Bhupesh Singhal Incharge Engg. Dudhmotisagar Dairy, Dharuhera	8527023399	bsinghal@mehsanaunion.coop
3	Sh. Shankarbhai N. Chaudhari (In-charge Civil, DSD, Mehsana)	7069073766	<a href="mailto:amcivil@mehsanaunion.coop">amcivil@mehsanaunion.coop</a>
4	Sh. J. P. Jani, Head [Project] DSD, Mehsana	9974059258	<a href="mailto:ipjani@mehsanaunion.coop">ipjani@mehsanaunion.coop</a>

### Purchase Department

Contact Purchase Department for queries in commercial terms and conditions, tendering process and help in filling tender.

S. No.	Contact Person	Contact No.	E-mail ID
1	Subodh Kant (Head - Purchase)	9974056670	skkant@mehsanaunion.coop
2	Kalpesh Mehta (Sen. Executive – Purchase)	9974059253	kamehta@mehsanaunion.coop



## Annexure-1: Eligibility Criteria

Eligibility Criteria for different values of civil tenders is as follows:

S. No.	Description	Estimated Value of Work			
		Rs. 5 Lakh to Rs. 20 Lakh	Rs. 20 Lakh to Rs. 50 Lakh	Rs. 50 Lakh to Rs. 1 Cr.	Rs. 1 Cr. and Above
1	EMD as percentage of estimated value of work	2 %	2 %	2 %	2 %
2	Total turnover of last 3 years	Nil	Rs. 50 lakhs	Rs. 1 Cr.	Rs. 3 Cr. or as mentioned in tender
3	Experience in Business of Civil Work	3 years	3 years	5 years	5 years or as mentioned in tender
4	Similar completed work order executed in last three years with work completion certificate	Two work order of minimum 25% of estimated value of tender	Two work order of minimum 25% of estimated value of tender	Three work order of minimum 25% of estimated value of tender	Three work order of minimum 25% of estimated value of tender or as mentioned in tender
5	PF & ESI	Not required	Needed	Needed	Needed

### 1. Commercial Eligibility

- 1.1 Bidder shall have aggregate/collective financial turnover during in the last three financial years (FY 2020-2021, 2021-2022 & 2022-23) ending March 31 shall be as per Table of **common civil eligibility Criteria i.e. Rs. 1 Cr.**
- 1.2 Balance sheet and income tax return as documentary evidence shall be provided for the proof of financial turnover.
- 1.3 In addition of the above, the following information/documents should also be submitted along with bid by the bidder for evaluation/determination of their eligibility:
  - a) Copy of Income Tax Returns for five previous years in original or certified true copies, along with Permanent Account Number (PAN) for income tax purpose.
  - b) Copy of TDS certificate issued by the clients to substantiate the claim for the value of works executed in the private sector.





## 2. Technical Eligibility

The bidder must meet the following minimum qualification criteria;

2.1 **Experience:** Bidder in the same name and style should be in the similar business for at least 5 financial years. In case of change of name of bidder by merger / acquisition / change in status, the bidder has to submit documentary evidences. Bidder has to upload and submit copy of purchase orders as well as order execution document or work completion certificate. Upload a PO copy which is 5 years old for this purpose.

2.2 **PO Copy: Bidder must have executed minimum 3 nos. Similar Civil repairing & Painting job Purchase orders in large size buildings within last 3 years** as per Table of common civil eligibility Criteria i.e. **of minimum 25% of estimated value of tender (Rs. 15 Lakh/ each).**

Bidder has to upload and submit copy of purchase orders as well as order execution document or work completion certificate.

Purchaser may visit site of execution. Bidder shall facilitate visit of the plant where said executions of Unit is carried out.

2.3 **Site Visit:** Before submitting their offer, the bidder shall examine the project site of works and its surroundings and obtain all information. Bidders shall collect all information from site In-Charge to submit in tender bid. Bidder shall communicate above mentioned contact person (technical queries bracket) before visit of plant for necessary arrangement. ( **Mandatory**)

2.4 The Bidder should have valid registration under various Acts that may be applicable for the contract proposed. This shall include but not limited to Income Tax, GST, Employee State Insurance, Contract Labour, Provident Fund etc.

## 3. Other Eligibility Criteria

3.1 The bidder which is blacklisted by Mehsana Union/GCMMF/NDDDB are not eligible to bid otherwise, bid will not be accepted and EMD may be forfeited. Bidder shall have to provide related supporting document for same in hard copy with bid.

3.2 Even though the Bidder meets the specified criteria, the bid may be disqualified in case the bidder has:

a) Made untrue or false declaration in the forms, statements and attachments submitted in proof of their qualifications.

b) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion or financial failure etc.



## Annexure 2: Price Bid Format

S. No.	Item Description	Units	Quantity ( a )	Basic Unit Rate (Rs.) ( b )	GST % ( c )	Basic Amount (Rs.) = ( a ) x ( b )
<b>(A) Supply Charge :</b>						
1	<b>Removal of Plaster</b> Dismantling old plaster raking out joints and cleaning the surface for plaster(upto 50 Mtr. Height) including disposal of rubbish to the dumping ground within 50 metres lead or as directed.	SQM	4500			
2	<b>New External Plaster</b> Applying 20 mm. thick plaster on external walls in cement mortar 1: 4 (1 cement: 4 coarse sand) mixed with waterproofing compound conforming to IS: 2645 (forsoc or equivalent) Approved waterproofing agent as per specifications, Rates to include application on all types of surfaces, at all levels incl chipping and provide a 12mm groove at junctions of brick and concrete members (if needed). (All work up to 50.0 Meter height from the plinth) Note: Curing should be done in 7-10 days	SQM	4500			
3	<b>Putty</b> Applying white putty over plaster surface after brushing the surface free from mortar drops , dust, loose materials and other foreign matters sand papersed smooth to give final finish to the surface.	SQM	4500			
4	<b>Exterior paint</b> Finishing wall with Primer & weather proof exterior grade emulsion of approved make on wall surfaces (2 coats) to give an even shade and final finish after thoroughly	SQM	14900			



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	cleaning the surface to remove all dirt,dust and other foreign matter etc.(Upto 50 Mtr.Height)					
5	<b>PAINT ON MS GRILL</b> Applying priming coat (One or more coat) with ready mixed red oxide/zinc chromate primer & Paint (2 coat)of approved brand and manufacture on steel galvanised iron/steel works,including removing of rust, old paints and smoothening of surfaces by sand papering etc all complete.	SQM	2000			
6	<b>PVC PIPE REMOVAL incl. TEE</b> Removal of all existing external PVC pipes .	R.MT.	3000			
7	<b>NEW PVC PIPE INSTALLATION - 4" Dia</b> Installation of new PVC pipes incl sockets as per instruction of site supervisor.	R.MT.	3000			
8	<b>NEW PVC TEE INSTALLATION - 4" Dia</b> Installation of new PVC TEEs with solvent as per instruction of site supervisor.	PC	1000			
9	<b>SCAFFOLDING</b>	SQM	14900			
<b>Total Basic Amount</b>						
<b>GST @18%</b>						
<b>Total Amount Including GST</b>						
	Transportation –FOR Dudhmotisagar Bhawan, Dharuhera, Haryana Including Transit Insurance	<b>Inclusive in above Price of Supply Charges.</b>				

**Note:** The quantities of item mentioned are tentative. Actual payment shall be made based on actual quantities used at our site and certified in approved JMS, by our Civil engineer & our Civil Consultant.



**Special Important Note:**

- 1) By submitting online price-bid on N-procure website, bidder will be bound to complete Supply, Installation and commissioning of this Tender Requirements.
- 2) Bidder shall visit execution site to get complete understanding & study existing site at ( Dudhmotisagar Bhawan). Bidder shall have to provide bid according to our Tender scope, in Technical & Price Bid.
- 3) Bidders are requested to remain touch with web-site for any amendment/corrigendum or extension of due date etc.
- 4) Basic price quoted should include packing & forwarding, freight, insurance etc. all charges up to delivery destination. Applicable GST rate has to be mentioned separately.



### **Annexure 3: Performance Security & Payment Terms**

**Performance Security:** The Successful Bidder will have to submit Performance Security in form of Bank Guarantee for minimum 5.0 % of the Contract Price from a nationalized/scheduled bank and will remain valid for 60 days beyond the end of warranty period of 12 months, to cover the scope of the defect liability clause.

a. The proceeds of the performance security shall be payable to the purchaser (Dudhsagar Dairy) as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

b. The performance security will be discharged by the Purchaser and returned to the Supplier not later than 30 days following the date of completion of the Supplier's performance obligations, including any warranty obligations, under the Contract.

c. The Performance Security shall be denominated in Indian Rupees and shall be in the form of bank guarantee issued by a Nationalized / Scheduled Bank in India and in the form provided in the Bidding Document. Such bank guarantee shall be valid for 60 days beyond the expiry of the warranty period.

**Retention Money:** The retention money shall be 7.5% of work done to be deducted in running bill and maximum up to 5.0 % of project work done and it will be released after 60 days from completion of work/final bill certification.

Only after submission of Performance Security of 5% of contract value, Union will release due payments of Retention Money.

**Payment Terms: Payment terms will be as follows:**

a. The contractor will submit a bill in approved Proforma in triplicate to the Union for the work given, in standard abstract and measurement sheet for various items executed once in a month or on the completion of the work.

b. In case of any dispute as to the mode of measurements, Indian Standard Specifications shall be followed.

c. All the running accounts payable shall be regarded as payment by way of advance against the final bill and not as payments for work actually done and completed.

**Payment of Contractor's Running Bill:**

a. This payment will be made after making necessary checking and deductions.

b. Retention money will be deducted at the rate of 7.5 % of the certified gross value of running bill and it shall be maximum up to 5.0 % of project cost.



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Retention Money shall be released as under only after submission of Performance security of 5% :

- a. 2.5 % on final bill certification.
- b. 2.5 % after 60 days from settlement of final bill or work completion certificate.

When contractor will submit Performance Security of 5% of contract value in form of Bank Guarantee and complete the Project work as per given Purchase order then after EMD will be released on written demand of contractor /bidder duly certified by our Head (Civil ). **EMD will be released after Project completion.**

**Note**

- The entire bank guarantee should be obtained from Nationalized / Scheduled bank or any foreign bank having branch in India.

### **Annexure 4: Delivery Terms and Conditions**

S. No.	Description	Details
1	Delivery Location	Dudhmotisagar Bhawan, Dharuhera, Haryana
2	Delivery / Work Completion Period	<b>3 months</b> months from Purchase Order issue date
3	Other Remarks	



## Annexure 6: Specific Terms of Contract :

1. Bidder has to quote rates for labour jobs only , Cement, Sand, PVC Pipe, Painting material ( i.e. Colour ) will be provided by us. New Civil Plaster and scaffolding will be in scope of bidder including necessary material and tools.
2. Bid price must be on fixed rate basis in INR only. Only GST revision as per government notification will be accepted.
3. Basic rates should be inclusive of Packing and Forwarding (P&F), Freight, Insurance, Unloading, Shifting and Positioning at our site i.e. FOR our site, but, exclusive of GST.
4. During project execution, if additional quantity of any item or service covered in above price table is required either for completion of turnkey project or capacity expansion, bidder will have to supply and install respective item or service at same approved rate of our purchase order.
5. All price quoted should be FOR our site at as mentioned in the tender document.
6. During Installation or labour job work, accommodation of bidders' staff is under bidder scope only.
7. Dudhsagar Dairy (Mehsana Milk Union) at its sole discretion and without assigning any reason thereof, reserves the right to accept and / or reject the whole or part of any or all the bids received.
8. By submitting price-bid, bidder will be bound to complete Supply, Installation and commissioning of this Tender Requirements.
9. Payment shall be made on complete supply of an item or services / group of items or services specified in the contract. No payment shall be made if supply of an item / group of items is incomplete. i.e. part supply.
10. Bidder has to remove of all rubbish, civil construction materials and any unwanted materials from site during on-going construction work and after completion of entire civil work and bidder will have to hand over the site in good order. It is in Bidders' scope.
11. If any work or supply fulfilled by us on behalf of Vendor [Mentioned in PO but not executed by Vendor], cost of that work or supply will be deducted from Vendors' to be released payment without fail.
12. Job execution work is in residential premise so vendor's prime responsibility to keep safety precaution during work.
13. Vendor should provide proper PPE for workers (e.g. safety belts, hand gloves, safety glass etc.)
14. Before commencement of job vendor must provide & fix Green cloth/Net & fully covered to prevent falling any construction material outside & causing any damages, also to reduce dust at site.
15. Above special clauses supersede all other related terms and conditions specified in tender document.