



**EASTERN COALFIELDS LIMITED**  
Office of the General Manager Sodepur Area  
P.O.: Sundarchak, Dist. Burdwan (WB); PIN-713360

NIT No.: SDPA/Civil/G-11/e-Tender/16-17/246

Date:07.03.2017

## **e-TENDER NOTICE**

1. Tenders are invited online on the website <https://coalindiatenders.nic.in> from the eligible Bidders having **Digital Signature Certificate (DSC)** issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA, for the following work :-

Description of work	Updated Estimated Contract Value (ECV) (In ₹)	Earnest Money (In ₹)	Period of Completion (In Days)
“Repairing & Maintenance of Three Nos. B Type quarater (Block No. B/06, B/07 & B/11) Total 11 (eleven) units quarter under Dhemomain Colliery, Sodepur Area.”	₹ 17,69,717/-	₹ 17,700/-	45

**Note1:** There will be No Application Fee.

**Note2:** Basis of Estimate:- (Based on CPWD 2012, PWD2012, PWD 2007 & PWD 2008(Elect.))

**Note3:** Availability of CENVAT Credit to ECL:- ( Not Available)

### 2. Time Schedule of Tender:

Sl. No.	Particulars	Date (DD:MM:YYYY)	Time (HH:MM)
a.	Tender e-Publication date	13.03.2017	15:00
b.	Document download start date	14.03.2017	15:00
c.	Document download end date	23.03.2017	15:00
d.	Bid Submission start date	14.03.2017	15:00
e.	Bid submission end date	23.03.2017	15:00
f.	Start date for seeking Clarification online	14.03.2017	15:00
g.	Last date for seeking Clarification online	18.03.2017	15:00
h.	Bid Opening date (Cover-I & Cover-II)	24.03.2017	15:00

### 3. Deposit of EMD:-

The bidder will have an option for submitting EMD ONLINE from any scheduled Bank.

**Online mode:** The bidder can make payment of EMD either through net banking from designated Bank/s or through NEFT/RTGS from any scheduled Bank.

In case of payment through net-banking the money will be immediately transferred to ECL's designated Account.

In case of payment through NEFT/RTGS the bidder will have to make payment as per the Challan generated by system on e-Procurement portal and will have to furnish online the UTR Numbers before submission of bid. Bidder will be allowed to submit his/her bid only when the EMD is successfully received in ECL's account and the information flows from Bank to e-Procurement system.

**Offline mode** (Only if EMD > Rs. 5.00 Lakhs): the bidder can make payment of EMD in the form of Bank Guarantee (BG) (if applicable) from any scheduled bank. The bidder will furnish all the details online i.e. BG Number, date of issue, expiry date, name of issuing bank and amount etc. regarding EMD. The information provided and documents uploaded by L1 bidder will be evaluated as per relevant clauses. If L1 bidder qualifies all the criteria, he will be asked to submit original BG in person which must be received in the office of Tender Inviting Authority within 7 (Seven) working days from the date of intimation. If the bidder fails to submit the original BG then bidder will be debarred for 1 (Year) from participating in future tender of ECL.

In case of discrepancy between the online submitted information regarding the instruments for EMD being submitted by the bidders, the later shall prevail if the instrument is found to be valid on the date of submission of the tender by the bidder and if it does not change the eligibility status of the bidder.

4. The bidders should submit **MANDATE FORM** for e-Payment along with EMD, if not submitted earlier, as per the format given in the bid document.
5. **EMD exemption:-** The bidder claiming for exemption will have to upload the scanned copy of document (attested by notary public) in support of exemption as per NIT. Prior approval for availing exemption of EMD is required to be obtained by the CMD of ECL.
6. **Downloading of Tender document:** The Tender document can be downloaded by any prospective bidder from the e-Procurement portal free of cost. The download of tender document may start immediately after e-Publication of NIT and shall continue till the last date and time of bid submission.
7. **Seeking Clarification by bidder:** The bidder may seek clarification online within the specified period. The identity of the Bidder will not be disclosed by the system. The department will clarify as far as possible the relevant queries of bidders. The clarifications given by department will be visible to all the bidders intending to participate in that tender. The clarifications may be asked from the day of e-Publication of NIT. The period for seeking clarification by bidder will be up to **7 (Seven) days** before the end date of bid submission. The replies to clarifications sought by bidders should be given by the department at least **2 (Two) days** before the end date of bid submission.
8. **Eligible Bidders:-** The invitation for bid is open to all bidders including an individual, proprietorship firm, partnership firm, company or a Joint Venture having eligibility to participate as per eligibility criteria stipulated in Clause No.11 of NIT and having Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India.
9. **Joint Venture (JV) shall be allowed for participate in the bid with estimated cost above Rs. 2 Crores.** In case of JV, the bidder is required to enroll in the name of Joint Venture.
10. **Conditions of JV:** Two or three companies/contractors may jointly undertake contract/contracts. Each entity will be jointly and severally responsible for completing the task as per the contract (*applicable for bids having estimated cost above Rs. 2 Crores*). Joint Ventures must comply, the following requirements:

**i) Following are the minimum qualification requirements for Joint Venture**

- a) The qualifying criteria parameter e.g. experience of the individual partners of the J.V will be as deliberated under Cl. No. 12 A of NIT towards fulfillment of qualification criteria related to experience.
  - b) The qualifying criteria parameter e.g. financial resources (Turnover) of the individual Partners of the J.V. will be added together, for the relevant period, and the total criteria should not be less than as deliberated under Cl. 13 of NIT towards fulfillment of qualification criteria related to financial turnover and net worth.
- ii) The formation of joint venture or change in the Joint Venture character/ partners after submission of the bid and any change in the bidding regarding Joint Venture will not be permitted.
  - iii) The bid, and in case of a successful bid, the agreement, shall be signed so as to legally bind all partners jointly and severally and any bid shall be submitted with a copy of the Joint Venture Agreement providing the joint and several liabilities with respect to the contract.
  - iv) The pre-qualification of a Joint Venture does not necessarily pre-qualify any of its partners individually or as a partner in any other Joint Venture or association. In case of dissolution of a Joint Venture, each one of the constituent firms may pre-qualify if they meet all the pre-qualification requirements, subject to written approval of the employer.
  - v) The bid submission must include documentary evidence to the relationship between Joint Venture partners in the form of JV Agreement to legally bind all partners jointly and severally for the proposed agreement which should set out the principles for the constitution, operation, responsibilities regarding work and financial arrangements, participation (percentage share in the total) and liabilities (joint and several) in respect of each and all of the firms in the Joint Venture. Such JV Agreement must evidence the commitment of the parties to bid for the facilities applied for (if pre-qualified) and to execute the contract for the facilities if their bid is successful.
  - vi) One of the partners shall be nominated for being in charge of the contract and shall be designated as Lead Partner. This authorization shall be evidenced by submitting with the bid a Power of Attorney signed by legally authorized signatories of all the partners.
  - vii) The JV Agreement must provide that the Lead Partner shall be authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the Joint Venture and the entire execution of the contract shall be done with active participation of the Lead Partner.
  - viii) The contract agreement should be signed by each Joint Venture Partners. Subsequent declarations/ letters/ documents shall be signed by lead partner authorised to sign on behalf of joint venture or authorised signatory on behalf of JV.
  - ix) The bid should be signed by all the partners of the Joint Venture.
  - x) An entity can be a partner in only one Joint Venture. Bid submitted by Joint Venture including the same entity as partner will be rejected.
  - xi) The JV agreement may specify the share of each individual partner for the purpose of execution of this contract. This is required to fulfill eligibility and also for the purpose of apportioning the value of the contract to that extent to individual partner for subsequent submission in other bids if he intends to do so for the purpose of the qualification in that Bid.
  - xii) The earnest money / bids security bank guarantee can be submitted by the Joint Venture / one or more partners of the joint venture.
  - xiii) The JV agreement must specifically state that it is valid for the project for which bidding is done. If JV breaks up mid-way before award of work and during bid validity

period bid will be rejected .If JV breaks up midway before award of work and during bid validity/after award of work/during pendency of contract, in addition to normal penalties as per provision of bid document, all the partners of the JV shall be debarred from participating in future bids for a minimum period of 12 months.

- xiv) JV agreement shall be registered in accordance with law so as to be legally valid and binding on the members before making any payment.
- xv) JV shall open a bank account in the name of JV and all payments due to the JV shall be credited by employer to that account only. To facilitate statutory deductions all statutory documents like PAN/TIN etc. shall be submitted by JV before making any payment.

## **11. Eligibility Criteria:**

**A. Work Experience:** The intending tenderer must have in its name as a prime contractor experience of having successfully completed similar works during last **7 (Seven) years** ending last day of month previous to the one in which bid applications are invited (i.e. eligibility period) should be either of the following:-

**Three similar** completed works each costing not less than the amount equal to **40%** of the estimated cost.

**OR**

**Two similar** completed works each costing not less than the amount equal to **50%** of the estimated cost.

**OR**

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

(In case the bidder is not a prime contractor but a sub-contractor, the bidder's experience as sub- contractor will be taken into account if the contract in support of qualification is a sub-contract in compliance with the provision of such sub-contract in the original contract awarded to prime contractor.)

The work experience of the bidder for those works only shall be considered for evaluation purposes, which are completed on or before the last day of month previous to one in which e-Tender has been invited. The experience of incomplete/ongoing works as on the last date of eligibility period will not be considered for evaluation.

While considering the value of completed works, the full value of completed works will be considered whether or not the date of commencement is within the said **7 (Seven) years** period.

Cost of previous completed works shall be given a simple weightage of 5% per year to bring them at current price level, while evaluating the qualification requirement of the bidder. Such weightage shall be considered after end date of completion. Updating will be considered for full or part of the year (total no. of days / 365) i.e. considering 365 days in a year, **till the last day of month** previous to one in which bid has been invited.

**The above qualification criteria shall be fulfilled by JV in the following manner.**

The qualifying criteria parameter e.g. experience of the individual partners of the J.V will be as deliberated hereinafter towards fulfillment of qualification criteria related to experience.

**a)** In case of completion of single work of similar nature costing, not less than the amount equal to 80% of the estimated cost put to tender:-

Any of the JV partner shall have the experience of having completed successfully a single work of similar nature equal to 80% of the estimated cost put to tender.

**Or**

b) In case of completion of two works of similar nature each costing not less than the amount equal to 50% of the estimated cost put to tender :-

i) Any one partner can match the above requirement.

**Or**

ii) At least two partners should each have completed at least one work of similar nature each costing not less than the amount equal to 50% of the estimated cost put to tender.

**Or**

c) In case of completion of three works of similar nature, each costing not less than the amount equal 40% of the estimated cost put to tender:-

i) Any one partner can match the above requirement.

**Or**

ii) Any two partners shall match the above requirement through completion of at least one work of similar nature each costing not less than the amount equal 40% of the estimated cost put to tender:-

**Or**

iii) All the three partners shall match the above requirement through completion of at least one work of similar nature each costing not less than the amount equal 40% of the estimated cost put to tender.

However, during fulfillment of any of the above criteria one of the partners, who is the lead partner shall have :-

i) More than 50 (fifty)% share in J.V. and

ii) Experience of having completed successfully a single work of similar nature equal to at least 40% of estimated cost put to tender.

### **The definition of SIMILAR nature of work:**

**Similar Work** means civil works involving “**Building Construction/Repair works**”

In respect of the above eligibility criteria the bidders are required to furnish the following information online:

i) Start date & end date of each qualifying experience (similar work).

ii) Agreement Number/Work Order Number of each experience.

iii) Work Order Issuing authority of each experience.

iv) Percentage (%) share of each experience (100% in case of an individual/proprietorship firm or a partner in a partnership firm).

v) Executed Value of work against each experience.

**B. Financial Turnover:** Average annual financial turnover of Works during the last **3 (Three) years** ending 31<sup>st</sup> March of the previous financial year should be at least **30%** of the estimated cost.

(The “Previous Financial Year” shall be computed with respect to the date of NIT/e-Publishing date).

If any bidder does not furnish the turnover value for any financial year out of the last 3 financial years, the turnover for that financial year shall be taken as ‘**Zero**’ and the average annual financial turnover shall be calculated accordingly.

The system shall calculate the average of the financial turnover of 3 years furnished by the bidder by adding 5% for each completed year (total number of days/365) after the end of respective Financial Year ( i.e. 31st March) **till the last day of month** previous to one in which e-Tender has been invited

In respect of the above eligibility criteria the bidders are required to furnish the following information online:

- i. Annual financial turnover of each of the last 3 years ending 31<sup>st</sup> March of the previous financial year.
- ii. Name of the Chartered Accountant issuing the Profit and Loss A/c or the Turnover certificate
- iii. Membership Number of the Chartered Accountant
- iv. Date of issue of financial turnover certificate by CA.

**Note:** The qualifying criteria parameter e.g. financial resources (Turnover) of the individual partners of the J.V. will be added together, for the relevant financial year, and the total should not be less than as spelt out above. However, the information against Sl. No.(ii), (iii) & (iv) above will be given w.r.t the lead partner of JV only.

**C. Service Tax (Not Applicable for Exempted Services):**

The bidder should be either a Small Service Provider and exempted for service tax registration and/or payment of service tax a Body Corporate

**OR**

The bidder should be either a Small Service Provider and exempted for service tax registration and/or payment of service tax not a Body Corporate

**OR**

A Body Corporate

**OR**

Other than above three categories

In respect of the above eligibility criteria the bidder is required to furnish the following information online:

i) Confirmation regarding possessing the required document as enlisted in Clause No.18 (3) of Checklist of NIT with respect to Service Tax status of the Bidder.

Any one of the following documents depending upon the status w.r.t. Service Tax as declared by Bidder in the BOQ sheet:

**a) Status:** Small Service Provider and exempted from Service Tax Registration and/or exempted from payment of Service Tax but a Body Corporate:

**Document:** 1. A Certificate from a practicing Chartered Accountant having a membership number that the bidder is a Small Service Provider and exempted for Service Tax Registration and/or exempted from payment of Service Tax and

2. The Certificate of Incorporation

**b) Status:** Small Service Provider and exempted from Service Tax Registration and/or exempted from payment of Service Tax but not a Body Corporate:

**Document:** A Certificate from a practicing Chartered Accountant having membership number that the bidder is a Small Service Provider and exempted for Service Tax Registration and/or exempted from payment of Service Tax.

**c) Status:** A Body Corporate:

**Document:** Service Tax Registration Certificate issued by Central Excise and Custom Department, Govt. of India.

**d) Status:** Other than above three categories:

**Document:** Service Tax Registration Certificate issued by Central Excise and Custom Department, Govt. of India.

*[In case of JV a Certificate from a practicing Chartered Accountant having membership number confirming the status of JV w.r.to Service Tax]*

**Note:** In case the work/service is awarded to a Joint Venture participating in the tender they have to submit VAT, PAN and Service Tax registration (as applicable in the tender and for the bidder status) etc. on the name of the Joint Venture after Award of Work/Service at the time of execution of agreement/ before the payment of first running on account bill

**D. LEGAL STATUS OF THE BIDDER:** Any one of the following documents:

1. Affidavit or any other document to prove proprietorship/**Individual status of the bidder.**
2. Partnership deed containing name of partners.
3. Memorandum & Article of Association with certificate of incorporation containing name of bidder
4. Joint Venture agreement containing name of partners and lead partner, Power of Attorney to the Lead Partner and share of each partner.

**E. Permanent Account Number (PAN):** The bidder should possess Permanent Account Number (PAN) issued by Income Tax department, Govt. of India.

In respect of the above eligibility criteria the bidders are required to furnish the following information on line:

- i) Confirmation regarding possessing of Permanent Account Number (PAN) issued by

Income Tax department, Govt. of India in the form of Yes / No.

**F. VALID DIGITAL SIGNATURE CERTIFICATE:** If the bidder himself is the DSC holder bidding online then no document is required. However, if the DSC holder is bidding online on behalf of the bidder then the Power of Attorney or any sort of legally acceptable document for the authority to bid on behalf of the bidder.

In respect of the above eligibility criteria the bidders are required to furnish the following information online:

- i. Confirmation regarding possessing of DSC in the form of Yes / No.

**G. VAT/Sales Tax Registration on Works Contract:** The bidder should possess a VAT/ Sales Tax Registration on works contract issued by Sales Tax department and of any Indian State/UT.

In respect of the above eligibility criteria the bidders are required to furnish the following information online:

- i. Confirmation regarding possessing of VAT/Sales Tax Registration on Works Contract issued by Sales Tax department of any Indian State in the form of Yes / No.

**H. VALID ELECTRICAL LICENSE (For Electrical works only):** Valid Electrical Contractor's License issued by Electrical Licensing Board/Authority of any Indian State/UT, in accordance with IE Rule-45. (In case the bidder is a Joint Venture, at least one partner of JV should possess the valid Electrical Contractor's License issued by Electrical Licensing Board/Authority of any Indian state, in accordance with IE Rule-45).

In respect of the above eligibility criteria the bidders are required to furnish the following information online:

- i. Confirmation regarding possessing of valid Electrical License issued by Electrical Licensing Board/Authority of any Indian State/UT, in accordance with IE Rule-45 in the form of Yes/No.

**I. Registration No. under CMPF/EPF:** The bidder should possess a valid Registration No. under CMPF/EPF issued from the office of the Competent Authority.

In respect of the above eligibility criteria the bidders are required to furnish the following information online:

- i. Confirmation regarding possessing of Registration No. under CMPF/EPF issued to the bidder from the office of the Competent Authority, in the form of Yes / No.

It may be noted that the tender will **straightaway rejected in case the bidder is not registered under CMPF/EPF**. However, the bids of the bidders who have applied for CMPF/EPF Registration, but the allotment has not yet been conveyed will be accepted on production of proof of applying for CMPF/EPF Registration at the time of submission of confirmatory documents.

## 12. INSTRUCTIONS TO BIDDERS:

- i) **Submission of Bid:** In order to submit the Bid, the bidders have to get themselves registered online on the e-Procurement portal of CIL i.e. at <https://coalindiatenders.gov.in> with valid Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of trust to the Root Certificate of CCA. The online Registration of the Bidders on the portal will be free of cost and one time



activity only. The prospective bidders should register for availing the services through the option “**Online Bidder Enrollment**” on the home page of <https://coalindiatenders.gov.in>. The registration should be in the name of bidder, whereas DSC holder may be either bidder himself or his duly authorized person.

- ii) It is the bidder’s responsibility to comply with the system requirement i.e. hardware, software and internet connectivity at bidder’s premises to access the e-tender website. Under any circumstances, ECL shall not be liable to the bidders for any direct/indirect loss or damages incurred by them arising out of incorrect use of the e-tender system or internet connectivity failures.
- iii) The bidders will have to accept unconditionally the online User Portal Agreement available at <https://coalindiatenders.gov.in> which contains the acceptance of all the Terms and Conditions of NIT including General and Special Terms & Conditions, Integrity Pact and other conditions, if any, along with online undertaking in support of the authenticity of the declarations regarding the facts, figures, information and documents furnished by the Bidder online in order to become an eligible bidder. No conditional bid shall be allowed/accepted. This User Portal Agreement will be a part of NIT and the agreement.
- iv) In the undertaking given by bidder online, there will be provision for penal action, if any information/declaration furnished online by the bidder against eligibility criteria is found to be wrong at any stage, which changes the eligibility status of the bidder.
- v) For online submission of tender, the bidders will have to upload “Letter of Bid”, all the confirmatory documents as prescribed in the CHECK LIST of NIT in **Cover-I** and only “Price-bid” in **Cover-II**. In case of EMD exemption one more document in support of the claim of EMD exemption will have to be uploaded by the bidder in Cover I.
- vi) **LETTER OF BID (LOB):** The format of Letter of Bid (as given in the NIT) will be downloaded by the bidder and will be printed on Bidder’s letterhead and the scanned copy of the same will be uploaded during bid submission in cover-I. This will be the covering letter of the bidder for his submitted bid. The content of the “Letter of Bid” uploaded by the bidder must be the same as per the format downloaded from website and it should not contain any other information.

The Letter of Bid (LOB) will be digitally signed by DSC holder submitting bid online and it does not require any physical signature. However, if the Letter of Bid (LOB) bears the physical signature in addition to the digital signature of DSC holder, it will be accepted without questioning the identity of person signing the Letter of Bid.

If there is any change in the contents of Letter of Bid uploaded by bidder as compared to the format of Letter of Bid uploaded by the department with NIT document, then the bid will be rejected. However inclusion of any additional redundant information by the Bidder in the submitted Letter of Bid (LOB), which does not contradict the content and spirit of original format of LOB uploaded by department will not be a cause of rejection of his/her bid.

**vii. CONFIRMATORY DOCUMENTS:** All the confirmatory documents as enlisted in the **CHECK LIST** of NIT in support of online information submitted by the bidder are to be uploaded in **Cover-I** by the bidder while submitting his/her bid.

**viii. PRICE BID:** The Price bid containing the Bill of Quantity will be in .xls format (password protected) and will be uploaded during tender creation. This will be downloaded by the bidder and he will quote the rates for all items on this Excel file. Thereafter, the bidder will upload the same Excel file during bid submission in Cover-II. The Price-bid will be in **Item Rate** or

**Percentage Rate** BOQ format and the bidder will have to quote for all the tendered items and the L-1 will be decided on overall quoted value(i.e. Cost to company).

The Price-bids of the tenderers will have no condition. The Price Bid which is incomplete and not submitted as per instruction given above will be rejected.

**ix. Tender Status:** It will be the bidder's responsibility to check the status of their Bid online regularly, after the opening of bid till award of contract. Additionally, information shall also be sent by system generated email and SMS at nodal points (Date of bid opening, Requisition for Clarification on Confirmatory document from L-1 bidder, award of work etc.). No separate communication will be required in this regard. Non-receipt of e-mail and SMS will not be accepted as a reason of non-submission of Confirmatory documents within prescribed time. This will be specifically mentioned in the NIT. The Tender Status will be in public domain and anyone visiting the site can view it by identifying the tender.

**13. OPENING OF BID:** Tender (Cover-I and Cover-II) will be decrypted and opened online by the "Bid Openers" with their Digital Signature Certificates on the prescheduled date & time of Tender Opening.

**INSTRUCTIONS TO BIDDERS w.r.t. REVERSE AUCTION** (Applicable for ECV Rs. 1 Crore & above):

- a) Upon opening of the price bids, a reverse auction platform will be created, displaying only the L1 price received. No indication will be available in the portal to anybody regarding number of bids and names of the bidders.
- b) Reverse Auction Process (RAP) will be initiated after opening of price bids, as detailed in Cl.14.
- c) There will be no participation fees for e-Reverse auction.
- d) Initial period of reverse auction will be 2 (Two) hours. There will be auto extensions of time every time by 10 (Ten) minutes in case of any reduction recorded in the last ten minutes. The reverse auction will come to a close only when there is no further reduction recorded in the last ten minutes slot.
- e) The L1 price / Start Bid price is cost to the company price on which the auction will be initiated. At the end of reverse auction, the L1 bidder has to submit break up of prices conforming to the lowest landed rate quoted by him in the reverse auction.
- f) **Start Bid Price:** L1 Price or approved Estimated Price + 10%, whichever is lower will be the start bid price for tenders for works and services.
- g) **Decremental Value:** The decrement value will be 0.5 % of the start bid price. The reduction by the bidder shall have to be made as per decrement value or in multiple thereof.
- h) System protects bid and bidder information till auction gets over and displays current L1 price to the bidder in auction dashboard. System provides bidder details along with bid documents at the end of reverse auction process only.
- i) The log details of the entire reverse auction process will be generated by the system once the process of reverse auction is completed.

- j) If a bidder does not submit his bid in the Reverse Auction, the price quoted by him in the price bid shall be considered as the valid price of that bidder. The status of the bidder (L1, L2, etc.) will be evaluated considering either the bid price submitted in Reverse auction or the Price quoted in the price bid, whichever
- k) Server time shall be the basis of Start time & Closing time for bidding and shall be binding for all. This would be visible to all concerned.
- l) On expiry of the closing of the auction, the bid history showing all the last valid bids offered along with name of the bidders shall be published. All bidders shall have the facility to see and get a print of the same for their record.
- m) The bid history shall reflect only the landed price. The landed price shall also not be same for two bidders even if any bidder makes such an attempt.
- n) All electronic bids submitted during the reverse auction process shall be legally binding on the bidder. The chronologically last bid submitted by the bidder till the end of the auction will be considered as the valid price bid offered by that bidder and acceptance of the same by ECL will form a binding contract between ECL and the bidder for entering into a contract. Any bid submitted earlier by the bidder prior to submission of his last bid will not be considered as the valid price bid.
- o) Conditional discounts shall not be considered. If a bidder offers a discount unilaterally after submission of bid, the discount will not be considered for evaluation of offers but will be availed if order is placed on such tenderer.
- p) At the end of the reverse auction, the L1 Bidder has to submit break-up of prices confirming to the lowest landed rate (Cost to Company) quoted by him in reverse auction. In case of item rate composite works tenders, the reverse auction will be conducted on the composite cost to company price. The successful bidders have to proportionately reduce the item rates while submitting the breakup of composite price.
- q) The L1 bidder after reverse auction will be responsible to ensure that the cost to company rate as per the break up of prices provided by him after the reverse auction and the L1 cost to company rate offered by him in the reverse auction is exactly same, otherwise it may be treated as defaulter and will attract penal action. While giving the break up, the bidder will have to consider same rate of taxes and duties as quoted while submitting the e-Price Bid. In case the L1 bidder fails to submit the break-up of cost to company price within stipulated period, the Company will be at liberty to place order on the basis of the breakup of the e-Price Bid submitted by the bidder along with the initial offer and the same will be binding on the bidder.
- r) If the lowest price received during reverse auction is unreasonable or it is unacceptable on ground of being too high or too low compared with estimated price, the management reserves right to seek justification of the price from lowest bidder. If the price is not considered reasonable, management may not accept such bid and go for another tender process.
- s) In case of disruption of service at the service provider's end while the RAP is online, due to any technical snag or otherwise attributable to the system failure at the server end, the RAP process will start all over again. In such a situation, the last recorded lowest price of prematurely ended RAP, will be the 'Start Bid' price for the restarted RAP. The prices quoted in the prematurely ended RAP will be binding on all the bidders for consideration, if the restarted RAP does not trigger within the stipulated time. A provision to this effect should be

made in the NIT.

- t) Disruption and restarting of RAP shall be intimated to all the bidders through system/SMS/e-mail through e procurement portal. All the time stipulations of normal RAP will be applicable to the restarted RAP.
- u) Since, reverse auction is a sequel to e-Tender, the process of finalizing the tender upon completion of reverse auction will be same as the tender process without reverse auction.

**14. Evaluation by SYSTEM:** The e-Procurement System will evaluate the Technical bids automatically on the basis of relevant data provided by bidder through a form in an objective and structured manner while submitting bid. If the parameter given by bidder in objective and structured manner does not confirm to required eligibility criteria as specified in the tender document then the bid will be automatically rejected by the system. The system will automatically upload the technical opening summary and technical evaluation summary.

Acceptance of Bidder in a general form of online declaration will be recognized and accepted as the certification regarding authenticity of all the information and documents furnished by them online and acceptance of all terms and conditions of the bid document, since such acceptance by Bidder with Digital Signature Certificate is legally tenable.

**15. Evaluation by EVALUATOR:**

- A. After opening of Bid/Auction Bid, the documents submitted by L-1 bidder in Cover-I as enlisted in the NIT will be downloaded by the Evaluator and shall be put up to the Tender Committee. The Tender Committee will examine the uploaded documents against information/declarations furnished by the L1 bidder online. If it confirms to all of the information/ declarations furnished by the bidder online and does not change the eligibility status of the bidder then the bidder will be considered eligible for award of Contract.
- B. In case the Tender Committee finds that there is some deficiency in uploaded documents by L1 bidder then the same will be specified online by Evaluator clearly indicating the omissions/shortcomings in the uploaded documents and indicating start date and end date allowing 10 days (10 x 24 hours) time for online re-submission by L1 bidder. The L-1 bidder will get this information on their personalized dash board under “Upload confirmatory document” link. Additionally, information shall also be sent by system generated email and SMS, but it will be the bidder’s responsibility to check the updated status/information on their personalized dash board regularly after opening of bid. No separate communication will be required in this regard. Non-receipt of e-mail and SMS will not be accepted as a reason of non-submission of documents within prescribed time. The bidder will upload the scanned copy of all those specified documents in support of the information/ declarations furnished by them online within the specified period of 10 days. If the L1 bidder fails to submit the specified document/s in 10 (Ten) days, 10 more days (10 x 24 hours) of time may be given by Evaluator clearly indicating the omissions/shortcomings in the uploaded documents and indicating start date and end date for submission of such document/s.
- C. The tender will be evaluated on the basis of documents uploaded by L-1 bidder online. The L-1 bidder is not required to submit hard copy of any document through offline mode. Any document submitted offline will not be given any cognizance in the evaluation of tender.
- D. In case the L-1 bidder submits requisite documents online as per NIT, then the bidder will be considered eligible for award of Contract.
- E. In case the L-1 bidder fails to submit requisite documents online as per NIT or if any of the information/declaration furnished by L-1 bidder online is found to be wrong by Tender

Committee during evaluation of scanned documents uploaded by bidder, which changes the eligibility status of the bidder (for the first time), then his bid shall be rejected and EMD or Rs. 1.00 lakh, whichever is lower, of L-1 bidder will be forfeited.

- F. In case of submission of EMD in the form of BG, if L1 bidder fails to submit the original BG within 7 (Seven) days from date of intimation, his bid will be rejected and he shall be debarred for a period of 1(One) year for participating in the future tenders of CIL/Subsidiary.
- G. In case the L1 bidder is rejected due to noncompliance of confirmatory documents (including non-submission of original BG) then the L-2 bidder will become L-1 bidder and confirmatory documents of this bidder shall be evaluated by TC and the process shall be followed as mentioned in clause no. A to F above.
- H. The process as mentioned at **Cl. 15 G** would be repeated till the work is either awarded or all the eligible bidders are exhausted.
- I. The L-1 bidder(s) (either L-1 or subsequently declared L-1) fails to submit the requisite documents online as per NIT or if any of the information/declaration furnished by L-1 bidder/s online is found to be wrong by Tender Committee during evaluation of scanned documents uploaded by bidder, which changes the eligibility status of the bidder, **in two tenders**, floated by the same tender inviting authority, within a span of one year (to be counted with respect to date of e-publication of NIT), then his bid shall be rejected and the EMD of L-1 bidder will be forfeited.
- J. It is responsibility of Bidders to upload legible/clearly readable scanned copy of all the required documents as mentioned above.
- K. The Tender Committee will recommend for award of work to the successful bidder after evaluating their technical eligibility based on the computer generated evaluation sheets followed by evaluation of the scanned documents uploaded by L-1 bidder in support of the information furnished by them online and after evaluation of the reasonableness of L-1 rates.
- L. After competent approval and financial concurrence of TCR, the work order to the L-1 bidder will be issued and the scanned copy of the Work Order will be uploaded on the e-Procurement portal and simultaneously the original copy will be sent to the bidder through registered/speed post.

**NOTE:** In case of clause (F) above, a letter will be issued to the bidder by Tender Inviting Authority with the approval of Tender Accepting Authority (in case Board is Tender Accepting Authority then with the approval of CMD), stating that the bidder is debarred for a period of one year for participating in future tenders of ECL. This letter will be circulated to all the areas of ECL.

**16. CHECK LIST OF DOCUMENTS (To be uploaded by all the Bidders):**

Sl. No.	Eligibility Criteria	Scanned copy of documents (Self Attested) , to be uploaded by bidders in support of information/ declaration furnished online by the bidder against Eligibility Criteria as Confirmatory Document
1.	<b>WORK EXPERIENCE</b> <i>(Ref. Clause No.11 (A) of NIT)</i>	For work experience bidders required to submit Satisfactory Work Completion Certificate issued by the employer against the Experience of similar work containing all the information as sought online. In case of Sub- contractor suitable document as per provision of eligibility, if applicable.  Work order, BOQ and/or TDS may be sought during clarification or along with deficient documents. Along with

		Work Order & TDS certificate.
2.	<p><b>FINANCIAL TURNOVER</b> (Ref. Clause No. 11(B) of NIT)</p>	<p>Financial Turnover certificate for last 3 (Three) financial years issued by a Practicing Chartered Accountant having a membership number with Institute of Chartered Accountants of India.</p> <p>(In case of JV, turnover certificate for each individual partner of JV)</p>
3.	<p><b>SERVICE TAX</b> (Not Applicable for Exempted Services) (Ref. Clause No.11 (C) of NIT)</p> <p>The bidder should be either a Small Service Provider and exempted for service tax registration and/or exempted from payment of service tax but a Body Corporate</p> <p style="text-align: center;"><b>OR</b></p> <p>Small Service Provider and exempted for service tax registration and/or exempted from payment of service tax but not a Body Corporate</p> <p style="text-align: center;"><b>OR</b></p> <p>A Body Corporate</p> <p style="text-align: center;"><b>OR</b></p> <p>Other than above three categories</p>	<p>Any one of the following documents depending upon the status w.r.t Service Tax as declared by Bidder in the BOQ sheet:</p> <p>I) <b>Status:</b> Small Service Provider and exempted from Service Tax Registration and/or exempted from payment of Service Tax but a Body Corporate: <b>Document:</b> 1. A Certificate from a practicing Chartered Accountant having a membership number that the bidder is a Small Service Provider and exempted for Service Tax Registration and/or exempted from payment of Service Tax And 2. The Certificate of Incorporation</p> <p>II) <b>Status:</b> Small Service Provider and exempted for service tax registration and/or exempted from payment of service tax but not a Body Corporate: <b>Document:</b> A Certificate from a practicing Chartered Accountant having membership number that the bidder is a Small Service Provider and exempted for Service Tax Registration and/or exempted from payment of Service Tax.</p> <p>III) <b>Status:</b> A Body Corporate: <b>Document:</b> The Service Tax Registration Certificate issued by Central Excise and Custom Department, Govt. of India.</p> <p>IV) <b>Status:</b> Other than above three categories: <b>Document:</b> The Service Tax Registration Certificate issued by Central Excise and Custom Department, Govt. of India.</p> <p>(In case of JV a certificate from a practicing Chartered Accountant having membership number confirming the status of JV w.r.to Service Tax).</p>
4.	<p><b>LEGAL STATUS OF THE BIDDER</b> (Ref. Clause No.11 (D) of NIT)</p>	<p><u>Any one of the following document:</u></p> <p>I) Affidavit or any other document to prove proprietorship/ individual status of bidder.</p> <p>II) Partnership deed containing name of partners.</p> <p>III) Memorandum &amp; Article of Association with certificate of incorporation containing name of bidder.</p> <p>IV) Joint Venture agreement containing name of partners and lead partner, Power of Attorney to the Lead Partner and share of each partner.</p>
5.	<p><b>VALID PERMENANT ACCOUNT NUMBER (PAN)</b> (Ref. Clause No. 11(E) of NIT)</p>	<p>PAN card issued by Income Tax department, Govt. of India. (In case of JV, PAN card for each individual partner of JV)</p>

6.	<b>VALID DIGITAL SIGNATURE CERTIFICATE (DSC)</b> <i>(Ref. Clause No. 11(F) of NIT)</i>	If the bidder himself is the DSC holder bidding online then no document is required. However, if the DSC holder is bidding online on behalf of the bidder then the Power of Attorney or any sort of legally acceptable document for the authority to bid on behalf of the bidder.
7.	<b>VALID VAT/SALES TAX REGISTRATION ON WORKS CONTRACT</b> (Applicable to Works Contracts). <i>(Ref. Clause No. 11G) of NIT)</i>	V A T/Sales T ax Registration Certificate on works contract from any Indian State/UT.  (In case of JV, VAT/S.T. Registration certificate for each individual partner of JV)
8.	<b>VALID ELECTRICAL LICENSE</b> (For Electrical Works only)  <i>(Ref. Clause No. 11(H) of NIT)</i>	Valid Electrical Contractor's License issued by Electrical Licensing Board/Authority of any Indian State/UT, in accordance with IE Rule-45. (In case the bidder is a Joint Venture, at least one partner of JV should possess the valid Electrical Contractor's License issued by Electrical Licensing Board/Authority of any Indian state, in accordance with IE Rule-45.)
9.	<b>VALID CMPF/EPF NO.</b> <i>(Ref. Clause No. 11(I) of NIT)</i>	CMPF/EPF Registration Certificate issued by Competent Authority.
10.	An undertaking regarding genuineness of the information furnished by him online and authenticity of the scanned copy of documents uploaded by him online in support of his eligibility, as per the format given at Annexure-I.	
11.	Any other document to support the qualification information as submitted by bidder online.	
<b>NOTE: Only one file in .pdf format can be uploaded against each eligibility criteria. Any additional/ other relevant documents to support the information/declaration furnished by bidder online against eligibility criteria may also be attached by the bidder in the same file to be uploaded against respective eligibility criteria.</b>		

**17. One Bid per Bidder:** Each Bidder shall submit only one Bid, either individually, or as a partner in a partnership firm or a partner in a Joint Venture or a public limited firm. A Bidder who submits or participates in more than one Bid (other than as a sub-contractor or in cases of alternatives that have been permitted or requested) will cause all the proposals with the Bidder's participation to be disqualified.

**18. Refund of EMD:** The Earnest Money will be retained in the case of successful tenderer and refunded to the unsuccessful tenderer in due course and will not carry any interest. The unsuccessful bidder for this purpose means the bidders who have not qualified for opening of Price-bid and those who have not emerged as L-1 tenderer after opening of Price-bid. The Earnest Money deposited by the L-1 bidder in the form of DD/BC/NEFT/RTGS shall be adjusted against Performance Security Deposit (PSD).

**19.** Every Tenderer is expected, before quoting his rates, to go through the requirements of materials/workmanship under specification/requirements and conditions of contract and to inspect the site/area of the proposed work at his own cost.

It shall be deemed that the tenderer has visited the site/area and got fully acquainted with the working conditions and other prevalent conditions and fluctuations thereto whether they actually visited the site/area or not and have taken all the above factors into account while quoting his rates.

**20.** All Duties taxes and other levies, payable by the contractor (**Excluding Service Tax**) under the contract or for any other cause as applicable on the last date of submission of tender shall be included in the rates, prices and the total bid price submitted by the bidder. All incidentals, overheads etc. as may be attendant upon execution and completion of

works shall also be included in the rates, prices and total bid price submitted by the bidder

However, such duties, taxes, levies etc. which is notified after the last date of submission of tender and / or any increase over the rate existing on the last date of submission of tender shall be reimbursed by the company on production of documentary evidence in support of payment actually made to the concerned authorities.

The company reserves the right to deduct/withhold any amount towards taxes, levies, etc. and to deal with such amount in terms of the provisions of the Statute or in terms of the direction of any statutory authority and the company shall only provide with certificate towards such deduction and shall not be responsible for any reason whatsoever.

21. **Cost of Bidding:** The bidder shall bear all costs associated with the preparation and submission of his bid and the Employer will in no case be responsible and liable for those costs.
22. The Tenderer shall closely study all specifications in detail, which govern the rates for which he is tendering.
23. **Currencies of Bid and Payment:** The unit rates and prices shall be quoted by the Bidder entirely in **Indian Rupees (INR)** only.
24. The work should be completed within the stipulated period which shall be reckoned from the 10<sup>th</sup> day of issue of Letter of Acceptance/work order or from the actual date of handing over the site or handing over reasonable number of working drawings to the contractor, whichever is later.
25. On completion of the work all rubbish, debris, brick bats etc. shall be removed by the contractor(s) at his/their own expense and the site cleaned and handed over to the company and he/they shall intimate officially of having completed the work as per contract.
26. The Tenderer(s) will deploy sufficient number and size of equipments/machineries/vehicles and the technical/ supervisory personnel required for execution of the work.
27. **Change in Constitution of the Contracting Agency:** Prior approval in writing of the company shall be obtained before any change is made in the constitution of the contracting agency, otherwise it will be treated as a breach of Contract.
28. Canvassing in connection with the tenders in any shape or form is strictly prohibited and tenders submitted by such tenderers who resort to canvassing shall be liable for rejection.
29. The Bidder, who's Bid has been accepted, will be notified of the award online and also by registered post by the employer prior to expiration of the bid validity period. The L-1 bidder will get the information regarding award of work on their personalized dash-board online. On receipt of Letter for Acceptance (LOA)/Work Order of the tender issued by the Company, the successful tenderer shall execute contract agreement in the company's prescribed form for the due fulfillment of the contract. Failure to enter into the required contract within the specified period in the work order shall entail cancellation of LOA/work order and forfeiture of the Earnest Money. The written contract to be entered into between the contractor and the company, shall be the foundation of the rights of both the parties and



The contract shall not be deemed to be executed until the contract is signed by both the parties i.e. Contractor and the Company.

**30. Bid Validity:** The validity period of the tenders shall be **120 (One Hundred and Twenty)** days from the end date of bid submission.

In exceptional circumstances, prior to expiry of the original time limit, the Employer may request the bidders to extend the period of validity for a specified additional period. The employer's request and the bidder's responses shall be made in writing. A bidder may refuse the request without forfeiting his bid security. A bidder agreeing to the request will not be required or permitted to modify his bid but will be required to extend the validity of his bid security/EMD (if submitted in the form of BG) for a period of the extension and in compliance with Clause 4 of NIT in all respects.

The Tenderer shall not, during the said period or within the period extended by mutual consent, revoke or cancel his tender or alter the tender or any terms/conditions thereof without consent in writing of the company. In case the tenderer violates to abide by this, the Company will be entitled to take action as per Clause No.33 (Modification and Withdrawal of Bid) of NIT.

**31. Modification and Withdrawal of Bid:**

Modification of the submitted bid shall be allowed online only before the deadline of submission of tender and the bidder may modify and resubmit the bid online as many times as he may wish.

Bidders may withdraw their bids online within the end date of bid submission and their EMD will be refunded. However, if the bidder once withdraws his bid, he will not be able to resubmit the bid in that particular tender. For withdrawal of bid after the end date of bid submission, the bidder will have to make a request in writing to the Tender Inviting Authority. Withdrawal of bid may be allowed till issue of work order/LOA with the following provision of penal action:

- i. The EMD will be forfeited
- ii. The bidder will be debarred for **1 Year** from participating in tenders in ECL.

The Price-bid of all eligible bidders including this bidder will be opened and action will follow as under:

- If the bidder withdrawing his bid is other than L 1, the tender process shall go on.
- If the bidder withdrawing his bid is L-1, then re-tender will be done.

**Note:**

i. In case of clause above, a letter will be issued to the bidder by Tender Inviting Authority with the approval of Tender Accepting Authority (in case Board is Tender Accepting Authority then with the approval of CMD), stating that the EMD of bidder is forfeited, and this bidder is debarred for 1 (One) year from participating in tenders in ECL.

This letter will be circulated to all Areas and ECL, HQ and the updated list will be maintained by all Tender Inviting Authority/Evaluators.

Penal action against above will be enforced from the date of issue of such order.

**32. Bid Extension:** If number of bids received online is found to be less than **3 (Three)** on end date of bid submission then the following critical dates of the Tender will be automatically extended

initially for a period of **2 (Two)** days ending at 17.00 hrs and if the number of bids still remains less than three then for another **5 (Five)** days ending at 17.00 hrs:

- i). Last date of submission of Bid
- ii). Last date of receipt of EMD
- iii). Date of opening of Tender

**33. Additional performance security** (applicable for item rate as well as percentage rate works): Additional performance security shall be applicable if the bid price is below 15% of the justified price finalized by the owner. The amount of such additional performance security shall be the difference between 85% of the justified price finalized by the owner and quoted price. Justified price shall be based on prevalent market rate of materials and labour, analysed as per standard analysis of rate of CPWD/ NBO, and shall be binding on the bidder. Additional performance security shall be furnished by bidder along with normal performance security. Failure to submit such additional performance security may result into termination of the contract. This additional performance security will not carry any interest and shall be released in the following manner:

- i) 30% of Additional performance security will be released after 60% of the total work is completed.
- ii) 50% of Additional performance security will be released after 80% of the total work is completed.
- iii) 100% of Additional performance security will be released after total work is completed.

Additional performance security may be furnished in the shape of BG or any of the forms as applicable for performance security.

If any of the above extended Dates falls on Holiday i.e. a non-working day as defined in the e-Procurement Portal then the same is to be rescheduled to the next working day. This extension will be also applicable in case of receipt of zero bid.

- 34.** The Company reserves the right to postpone the date of receipt and opening of tenders or to cancel the tenders without assigning any reason whatsoever.
- 35.** The Company reserves its right to allow Public Enterprises purchase preference facility as admissible under prevailing policy.
- 36.** This Tender Notice shall be deemed to be part of the Contract Agreement.
- 37.** No subletting of work as a whole by the contractor is permissible. Subletting of work in piece rated jobs is permissible with the prior approval of the department.
- 38.** If the Tenderer gets the work order he will have to submit VAT Registration certificate on works contract from the state of West Bengal, before execution of agreement.
- 39.** The quoted rate should be inclusive of all charges, on account of octroi, terminal or sales tax and other duties (**excluding Service Tax**).
- 40.** The Tenderer shall have to ensure implementation of CMPF/EPF, in respect of the workers deployed by him as detailed in the tender document.
- 41.** The other terms and conditions of NIT **not covered** under this document will be as per the Manual of Civil Engineering works (MCEW) of CIL and Manual for e-Procurement for works and services in CIL, which may be seen on [www.coalindia.in](http://www.coalindia.in) and [www.easterncoal.gov.in](http://www.easterncoal.gov.in).
- 42.** Payment of wages including **CMPF/EPF, ESI** etc. to workmen as per **Minimum Wages Rates** (Relevant/Applicable) has to be made through Nationalized Bank only. The **Service Tax** will be applicable as per extent rule.

43. The Company does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders without assigning any reasons whatsoever and to split up the work between two or more tenderers or accept the tender in part and not in its entirety.
44. Other details may be obtained from the General Terms and Conditions and additional Terms and Conditions, which also Uploaded along with NIT.
45. Matters relating to any dispute or difference arising out of this tender and subsequent contract awarded based on this tender shall be subject to the jurisdiction of District Court, where the subject work is to be executed.
46. **Site Visit:** The Bidder, at the Bidder's own responsibility, cost and risk, is encouraged to visit and examine the Site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for execution of the works. The cost of visiting the Site shall be at the Bidder's own expense.

General Manager  
Sodepur Area

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