



भारत संचार निगम लिमिटेड
(भारत सरकार का उपक्रम)
BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

**EW-6 & EW-8
INDEX**

| Name of Work: | Providing EI & Fans in Government Hospital Complex at Pamba (Phase II - 2nd and 3rd floors) | | |
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Certified that this draft NIT contains 48 (Page 90 to 137) pages

Executive Engineer (E)

GENERAL GUIDELINES

1. **BSNL EW-6**, Form **BSNL EW 8**, Schedules, special conditions / specifications and drawings will be issued to intending tenderers only. The Standard Form will not be issued along with the Tender Documents but the same shall form part of the agreement to be drawn and signed by the both parties after acceptance of tender. The standard Forms shall be available in downloadable manner from website <http://www.keralatelecom.com→tenders→electrical>
2. All blanks are confined to Notice Inviting Tender (**BSNL EW-6**) and Schedules **A** to **F**.
3. Authority approving the Notice Inviting Tenders (**NIT**) shall fill up all the blanks in **BSNL EW-6**, and in Schedules **B & F** before issue of Tender Papers.
4. The intending tenderers will quote their rates in Schedule A
5. The proforma for registers and Schedules are only for information and guidance. These are not to be filled in the Standard Form. The Schedules with all blanks, duly filled, shall be separately issued to all intending tenderers for filling and returning the same in the manner prescribed. The Schedules can also be downloaded from website <http://www.keralatelecom.com→tenders→electrical>.
6. Special Notes for tenders in respect of **BSNL EW-6 & EW-8**

| Sl No | Page No | Description | Remarks | To be changed while uploading the tender by EE/SDE |
|-------|---------|--|---|--|
| 1 | 04 | 6b(i) Submission of tenders | For Single Bid tenders (2 Envelope system) only | Refer Page- 94 |
| 2 | | 6b(ii) Submission of tenders | For Two Bid tenders (3 Envelope system) only | Not applicable to this work |
| 3 | | 8.1 Distribution of work among tenderers | For RC works only | Not applicable to this work |
| 4 | 06 | Non Relative Certificate | | Refer Page 105 |
| 5 | 04 | Terms of payments | Refer Special conditions of Contract (Schedule- D) | Refer Page 115 |
| 6 | 07 | Eligibility Conditions | Refer NIT | Refer Page 98 |

IMPORTANT INSTRUCTIONS TO TENDERERS DOWNLOADING THE TENDER DOCUMENT FROM WEBSITE

The tenderers who have down loaded the tenders from the web site, shall read the following important instructions carefully before quoting the rates & submitting the tender documents:

1. The tenderer should see carefully & ensure that the tender document as per the index has been down loaded for making required entries. The Balance pages of Standard BSNL EW-8 forms will be attached with the agreement after award of work. The Entire BSNL EW-8 clauses are available in the web site <http://www.keralatelecom.com→tenders→electrical> for ready reference.
2. A clear printout of tender document shall be taken on good quality A-4 size paper & the printer settings etc shall be such that the document is printed as appearing in the web & without any change in format, number of pages etc and shall also ensure that no page is missing. Only original computer printout of the document shall be used; photocopy shall not be accepted.
3. In case of any doubt in the down loaded tender, the same shall be got clarified from the Engineer - in - charge calling the NIT, before submission.
4. The name of the tenderer shall be filled on the first page of BSNL EW-6 & 8 forms of the down loaded tender document and all pages shall be invariably signed (with stamp).
5. The tenderer shall ensure that the down loaded tender document is properly stitched and sealed with sealing wax before submitting the same. Loose/spiral bound tenders shall not be accepted.
6. There shall be no correction/addition/alteration/omission made in the text of the down loaded tender document. If found otherwise the same shall be treated as non-responsive and rejected.
7. The tenderer shall sign the declaration enclosed before submitting the tender.
8. In case of **single bid system** the tenderer shall submit tender in two sealed Envelopes marked as '**Envelope No. 1**' and '**Envelope No. 2**'. The tender requisition on printed letterhead and credentials for meeting the eligibility conditions shall be submitted along with the cost of tender (in the shape of Demand draft) and EMD as detailed in NIT, in the first Envelope (**Envelope No.1**). The credentials shall be self attested and certified by any BSNL Executive/ Gazetted Officer/ Notary Public. If not certified by BSNL executive/ Gazetted Officer/ Notary Public, then original documents shall be produced at the time of tender opening. After verification of the contents of first Envelope & if found eligible, only then the second Envelope (**Envelope No.2**) containing bid documents shall be opened.

| | |
|---|--|
| O/o EXECUTIVE ENGINEER(E) BSNL ELECTRICAL DIVISION IIInd FLOOR , ADMIN BUILDING TELEPHONE EXCHANGE COMPOUND MANACAUD, TRIVANDRUM – 695009 Ph: 0471- 2458969/ 2459866 /2459740/ 2459790FAX 04712455811 |  भारत संचार निगम लिमिटेड (भारत सरकार का उपक्रम) BHARAT SANCHAR NIGAM LIMITED (A Govt. of India Enterprise) |
|---|--|

Electrical Wing

GENERAL CONDITIONS FOR ELECTRICAL WORKS

Electrical sub division Thiruvalla

Notice Inviting Tenders

(As per the tendering procedure in BSNL up to date)

NIT NO:230/EDT/2013-14 dtd 12/02/2014

| Date of Publishing | Sl.No | Division | Sub Dn | Name of Work & NIT NO | Category | Estimated Cost (Rs.) | EMD (Rs.) | Last Date Of Sale | Date Of Opening | Time for Completion | Extension/Corrigendum /Cancellation |
|--------------------|-------|----------|------------|--|----------|----------------------|-----------|-------------------|-----------------|---|-------------------------------------|
| 12-02-2014 | NA | TVM | Thiruvalla | Providing EI & Fans in Government Hospital Complex at Pamba (Phase II - 2nd and 3rd floors)&230/EDT/2013-14 | EI&Fans | 19,81,346/- | 39627/- | 28-02-2014 | 04-03-2014 | 1 Months after completion of civil work | NA |

01. Tenders in the prescribed form are hereby invited on behalf of the BSNL for the work **Providing EI & Fans in Government Hospital Complex at Pamba (Phase II - 2nd and 3rd floors)**

02. **Estimated Cost :Rs19,81,346/-**

- (a) Printed forms of tenders consisting of the detailed plans, complete specifications, the schedule of quantities of the various classes of works to be done and the set of conditions of contract to be complied with by the persons whose tender may be accepted, can be purchased, at the Divisional / Sub Divisional office between the hours of **11:00 hrs and 16:00 hrs.** every day except on Sundays and public Holidays on payment of **Rs. 525/-** in cash.
- (b) The site for the work is available/ or the site for the works shall be made available in parts.
- (c) The tender forms can also be downloaded from the website.
- (d) Before tendering, the contractor shall inspect the site and fully acquaint himself about the condition with regard to accessibility of site and site nature and the extend of grounds, working condition, including stocking of materials, installation of T&P etc., and conditions affecting accommodation and movement of labour etc., required for the satisfactory execution of the contract. No claim whatsoever on such account shall be entertained by the BSNL in any circumstances.

03. Tenders which should always be placed in sealed Envelopes with the name of the work written on the envelope will be received by the Executive Engineer (E) / Sub Divisional Engineer (E) , BSNL Electrical Division, / ~~BSNL Electrical Sub-Division~~, **Trivandrum** upto 15: 00 hours on **...04-03-2014** and will be opened by him in his office on the same day at 1530 hours. If a holiday is declared on the tender opening day, the same will be opened on the next working day.

04. The time allowed for carrying out the work will be up to one month after completion of civil works from the

10th day after the date of written order to commence the work.

05. Issue of tender form will be stopped two days before the date fixed for opening of tenders. Tenders will be sold on working days, no tenders will be sold after 16: 00 hours.

06. a) i) Earnest Money amounting to **Rs.39627/-** in the form of Demand Draft / FDR / BG / CDR of a Nationalized / Scheduled bank guaranteed by the Reserve Bank of India, drawn in favour of Accounts Officer, BSNL Electrical Division, Trivandrum must accompany each tender & each tender should be in two / three sealed Envelopes, super scribed as **Tender for the work of “ Providing EI & Fans in Government Hospital Complex at Pamba (Phase II - 2nd and 3rd floors) ”** & addressed to EE(E) / ~~SDE(E)~~ BSNL Electrical Division/ ~~BSNL Electrical Sub-Division~~, Trivandrum. The Validity period of EMD is 120 days, from the date of opening of tender.

a) ii) The tender documents consisting of plans, specifications, schedule of quantities of the various classes of work to be done and the set of terms & conditions of the contract to be complied with by the contractor whose tender may be accepted and all other relevant information / documents / drawings pertaining to the work can be downloaded for quoting the tender from our website <http://www.keralatelecom.com→tenders→electrical>.

b) Submission of tenders. : In case the tender documents are downloaded from the internet, the bids shall be submitted as described below.

i) **Single bid system:** The tenderer shall submit the tender in two numbers of separate sealed Envelopes, marked as Envelope –I & Envelope-II. The name of work, name of tenderer, last date of receipt of tender should be mentioned on each Envelope. After verification of the contents of Envelope-1, then 2 nd Envelope containing the bid document shall be opened. If the Envelope-1 is not annexed or the documents submitted in the Envelope-1 are found incomplete or not in proper form against requirements as given below herein, then Envelope-2 containing price bid will not be opened at all & shall be returned to the tenderer on the spot, if the tenderer is present at the time of tender opening.

ii) **The Envelope -1 shall contain the following:**

- Cost of Bid documents (which shall not be refunded, even if bidder is found ineligible for issue of tender documents) in form of a separate demand draft of a scheduled bank or Nationalised Bank / State Bank guaranteed by Reserve Bank of India, drawn in favour of A.O, BSNL, Electrical Division, **Trivandrum**
- Earnest Money amounting to Rs39627/- in the form of CDR / FDR / DD / BG of Nationalised / Scheduled bank, guaranteed by Reserve Bank of India drawn in favour of A.O, BSNL, Electrical Division Trivandrum. (proforma as per Annexure-I).
- Self attested Copy of PAN card issued by Income Tax Department.
- Self attested copy of Chartered Accountant certificate for Turnover.
- Self attested copy of Service Tax registration.
- Self attested copy of Sales Tax registration.
- Self attested documents for establishing Eligibility.

The testimonials regarding the list of satisfactorily completed (at least for the requisite magnitude) should be obtained from an officer not below the rank of Executive Engineer/Manager in the organization concerned and copies certified by any BSNL Executive/ Gazetted Officer/ Notary Public. If not certified by BSNL executive/ Gazetted Officer/ Notary Public, then original documents shall be produced at the time of tender opening (if applicable).

- Self attested copy of EPF registration certificate (if applicable)/declaration.

iii) The Envelope-2 shall contain the following:

Bid document with the price break up filled in numerical and in words and duly signed in all pages.

- a). The EMD of all the unsuccessful tenderers shall be released on issue of award letter to the successful tenderer. This shall be done within one week of award letter.
- b). Exemption from payment of earnest money and security deposit by any other unit/ department shall not hold good for BSNL.

07. The tender documents consisting of plans, specifications, schedule of quantities of the various classes of work to be done and the set of terms and conditions of the contract to be complied with by the contractor, whose tender may be accepted and all other information/documents/drawings pertaining to the work will be open for inspection by tenderer and can be had from the office of EE/ SDE (E) , BSNL Electrical Division/~~Sub Division~~, **Trivandrum** between 11:00 hours & 16:00 hours every working day except on Sundays & public holidays on payment of Rs. **525/-** (Non-Refundable). The cost of tender documents deposited along with the application for tender issue shall not be refunded even if the bidder is found ineligible for issue of tender documents.

The Firm shall submit application for issue of tender documents on its printed letter head, accompanied with copies of the following documents in support of fulfilling the eligibility criterion:

- a) The testimonials regarding the list of works satisfactorily completed (at least for the requisite magnitude) obtained from an officer not below the rank of Executive Engineer /Manager in the organization concerned (if applicable) and copies certified by any BSNL Executive / Gazetted Officer/ Notary Public. If not certified by BSNL executive/ Gazetted Officer/ Notary Public, then original documents shall be produced at the time of tender opening (if applicable).
- b) Self attested Copy of Chartered Accountant certificate for Turnover
- c) Self attested Copy of PAN card issued by IT department.
- d) Self attested copies of Sales Tax and Service Tax registration Certificates.
- e) Self attested copy of EPF registration certificate (if applicable)/declaration.

08. **i) Performance Guarantee:** The contractor 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 award letter. This period can be further extended by the Engineer-in-charge upto a maximum period of 2 weeks on written request of Contractor. The validity period of the performance security in the form of performance bank guarantee shall be **One year** from the date of actual completion of work.

ii) 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 Tendered value of the work.

09. The acceptance of a tender will rest with the ----**Superintending Engineer (E),Trivandrum**---- who does not bind himself to accept the lowest tender or any other tender & reserves to himself the

Authority to reject lowest or all the tenders received without assigning any reason. All tenders in which any of the prescribed conditions are not fulfilled or incomplete in any respect are liable to be rejected. **Tenders with any condition including that of conditional rebates shall be rejected forthwith summarily.**

10. Canvassing in connection with tender is strictly prohibited & the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
11. The BSNL reserves itself the right of accepting the whole or any part of the tender & the tenderer shall be bound to perform the same at the rates quoted.
12. The tenderer should give a certificate that none of his/her relative is employed in BSNL units. In case of proprietorship firm, certificate will be given by the proprietor & for partnership certificate will be given by all the Directors of the company.
13. 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 contractor 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 contractors' service.
14. The tender for the works shall not be witnessed by the contractor who himself/themselves has / have tendered or who may and has/have tender for the same work. Failure to observe this condition would render tenders of the contractors tendering as witnessing the tender is/are liable for summarily rejection.
15. It will be obligatory on the part of the tenderer to sign each page of the Schedule of work and the tender documents for all the component parts and after the work is awarded he will have to enter into a separate agreement for each component with the officer concerned.
16. Any tender not submitted in proper manner or if it contains too many corrections, over writings of absurd rates, and absurd amount will be liable to be rejected and the BSNL will be at liberty to take such action as it may deem fit without any reference to the tenderer.
17. The tenders for the work shall remain open for acceptance for a period of **90 days** from the date of opening of the tenders. If any tenderer withdraws his tender before the said period or makes any modification in the terms and conditions of the tender which is not acceptable to the BSNL shall, without prejudice to any other right of remedy be at liberty to forfeit 50% (fifty percent only) of the said earnest money absolutely.
18. Extension of validity: In case, where the letter of award of work cannot be placed within the validity period of the tender, the BSNL can request all tenderers to extend the validity of their respective tenders and the Earnest Money deposit by a reasonable period. In such cases, extension of validity of Earnest Money deposit by 30 days beyond the extended validity date of tender should also be asked for. While BSNL can make the request for extension, the tenderer is free to either extend the validity or refuse the request to extend the validity.
19. Unsealed tenders will be summarily rejected.
20. The contractor should read the tender documents carefully before submitting the tender.
21. Agreement shall be drawn with the successful tenderer on prescribed form. Tenderer shall quote his rates as per various terms and conditions of the said form, which will form part of the agreement.
22. The tenderer shall furnish a declaration to this effect (incase downloaded tender) that no addition /

deletion / correction have been made in the tender document submitted and is identical to the tender document appearing on website. Every page of downloaded tender shall be signed by the tenderer with stamp (seal) of his firm / organization.

- i) If it is found at any stage of tender scrutiny after submission of tender that the bidder has made any correction / addition / alteration / omission in tender documents available on the website / original Draft NIT in office, the bid shall be treated as non –responsive and shall be summarily rejected and the EMD deposited by the tenderer shall be forfeited in addition to any other action as per prevalent rules.
 - ii) The conditional tender or tenders with conditional rebate shall be summarily rejected.
 - iii) The tenderer shall submit the original computer printout of the tender documents downloaded from the internet. Photocopy shall not be accepted.
 - iv) In case tender documents are sent through courier I post, BSNL will not take any responsibility for non receipt of tender documents in time. Any communication in this regard will not be entertained.
 - v) All communications with the bidder shall be in writing. Fax / E-mail shall be covered under this category and considered as adequate means of communications.
23. i) The Notice Inviting Tender shall form part of the Contract document in accordance with Clause-1 of the contract. The contract shall be deemed to have come into effect on issue of communication of acceptance of tender. On such communication of acceptance, the successful tenderer/contractor shall within 15 days from such date, formally sign the contract consisting of :
- a) The Notice Inviting Tender, all the documents including additional conditions, specifications and drawings, if any, forming part of the tender and as issued at the time of invitation of tender and acceptance thereof together with any correspondence leading thereto.
 - b) Standard EW-8 form.
- ii) **EPF Provisions:** The agency has to comply with the provision 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 consequences arising due to non-complying of provisions as specified above shall be of the sole responsibility of the firm only. The agency shall give an undertaking to this effect as per the prescribed proforma. (Undertaking regarding EPF provisions vide [page 113](#))

24. ELIGIBILITY CRITERIA :

The firm shall be BSNL enlisted in the Electrical Works category as Class II(E) and above and shall have valid Electrical License (Attach copies of Enlistment and License).

In addition to the above, the firm shall possess the following to be eligible to participate in the tender: EPF Registration/Declaration, Registration with Sales Tax authorities, registration with Service Tax authorities and PAN card (Proof shall be attached).

Signature of EE(E) , BSNL Electrical Division
For & on behalf of BSNL

| | | |
|---|-------|------------|
| FILE NO::24 (01)/ EEE- BSNL/ TVM/ 2014/ 260 | DATED | 12-02-2014 |
|---|-------|------------|

Copy to:

- 01. Enlisted contractors/ Specialized Agencies/ Manufacturers
- 02. CE(E) SE(E)/ All EEI BSNL Kerala/ AO ED EKM/ EEE(CPWD)
- 03. Press(if applicable)/ Website/ Notice board

Signature of EE(E) , BSNL Electrical Division
For & on behalf of BSNL