

GOVERNMENT MEDICAL COLLEGE, PATIALA

NO. : HSCC/GOP/PAT/SS/2011

Dated : 29.06.2011

INVITATION FOR TENDER

Principal, Govt. Medical College, Patiala, for and on behalf of Department of Medical Education & Research, Govt. of Punjab intends to invite tenders from eligible agencies/ firms for the following work to be executed at Government Medical College, Patiala(GMC, Patiala):

Name & Description of work	Estimated cost (Rs.)	Time period	Issue of tender documents	Last date of submission
Supply, Installation, Testing & Commissioning of Substation Equipment and other Renovation Works in various Buildings at Govt. Medical College, Patiala and Associated Rajendra Hospital	14 crores	12 months	05.07.2011 to 26.07.2011 upto 13:00 hrs	27.07.2011 up to 15:00 hrs. opening same day at 15:30 hrs.

Complete set of Tender Document comprising Volume I (Prequalification Document), Vol-II(General Conditions of Contract), Vol-III(Special Conditions of Contract), Vol-IV(Technical Specifications) and Vol-V(Bill of Quantities) & Vol-VI(Tender Drawings) has been made available on the websites of Department of Medical Education & Research, Govt. of Punjab(<http://www.punjabmedicaleducation.org/>), Govt. Medical College, Patiala(<http://www.gmcpatiala.com/>) & HSCC(www.hsccltd.co.in). The interested applicant contractors/firms may download and check their eligibility for the work. Interested applicant contractors/firms may also see the complete set of tender documents which has been kept at dispatch counter of HSCC Corporate office at E-6(A), Sector-1, Noida(U.P.), Pin:201301 and also at the Office of the Principal, Government Medical College, Patiala.

The tender document fee is Rs.5000/-(non-refundable) payable in the form of Cash/Demand Draft in favour of HSCC(India) Ltd., payable at Noida. Interested applicant contractots/firms may either (i) purchase the tender document in person from the office of HSCC(I) Ltd. Noida/GMC, Patiala on any working day as mentioned above on written request mentioning the name & description of work against payment of tender document fee; or (ii) download the documents from the website(s) mentioned above. In case the tender documents are downloaded from the website, the bidder should submit the tender document fee alongwith their bids.

Interested applicant contractots/firms may like to attend the **pre bid meeting which is scheduled to be held at GMC, Patiala on 15.07.2011 at 11:00 hrs.**

The tenders should be submitted complete in all respect on or before due date and time as mentioned above at the Office of HSCC(I) Ltd, E-6(A), Sector-1, NOIDA. Govt. of Punjab/HSCC reserves the right to accept or reject any application without assigning any reason or incurring any liability whatsoever.

Prospective bidders are advised to regularly scan through HSCC website as corrigendum/ amendments etc., if any, will be notified on the HSCC website and separate advertisement will not be made for this.

Principal
Govt. Medical College,
Patiala

INSTRUCTION TO APPLICANTS

PROJECT NAME : **Supply, Installation, Testing & Commissioning of Substation Equipment and other Renovation Works in various Buildings at Govt. Medical College, Patiala and Associated Rajendra Hospital**

EMPLOYER / : Department of Medical Education & Research,
PRINCIPAL EMPLOYER Govt. of Punjab, Chandigarh

1.0 SCOPE OF WORK :

1.1 Principal, Govt. Medical College, for and On behalf of “Department of Medical Education & Research, Govt. of Punjab” (*The Employer*), intends to Pre-qualify agencies/firms for the work of “**Supply, Installation, Testing & Commissioning of Substation Equipment and other Renovation Works in various Buildings at Govt. Medical College, Patiala and Associated Rajendra Hospital**” through HSCC(India)Ltd. (HSCC, the Consultant).

1.2 BRIEF DETAILS :

The Scope of work comprises of “**Supply, Installation, Testing & Commissioning of Substation Equipment and other Renovation Works in various Buildings at Govt. Medical College, Patiala and Associated Rajendra Hospital including Construction of HT/LT Panel room** and their maintenance during the defect liability period including design & preparation of detailed shop drawings, obtaining approval from local authorities as required, completion certificates and all other local Statutory requirements if any, from the concerned authorities”

Time of Completion : 12(twelve) Calendar Months

1.3 The Tender is open to all the firms having sound financial background and experience of successfully executing the project of similar nature and magnitude.

2.0 SUBMISSION OF APPLICATION :

2.1 The Tenders must be submitted complete in all respect in sealed envelopes which must be either delivered by hand or by registered mail, at Principal, Govt. Medical College, Patiala, so as to reach not later than 21.07.2011 on or before 15:00 hrs and be clearly marked “**Tender for Supply, Installation, Testing & Commissioning of Substation Equipment and other Renovation Works in various Buildings at Govt. Medical College, Patiala and Associated Rajendra Hospital**”.

2.2 The name and mailing address of the bidder should be clearly marked on the envelope.

2.3 All the information asked for pre-qualification shall be answered in the ENGLISH language by all the agencies/firms.

2.4 Failure to provide information in the stipulated format enclosed or to provide timely clarification or substantiation of the information supplied (considered essential to evaluate the Applicant's qualification) may result in disqualification of the Applicant.

3.0 PRE-QUALIFICATION CRITERIA :

3.1 Pre-Qualification will be based on meeting all the minimum criteria for pre-qualification and other qualification criteria regarding the Applicant's work experience, personnel and equipment capabilities and financial position as demonstrated by the Applicant's responses in the forms attached to the Letter of Application.

3.2 The Applicant should meet the following minimum criteria for Pre-Qualification :

(i) Average Annual Financial Turnover during the last three financial years i.e. 2007-2008, 2008-2009 & 2009-2010 should be at least 30% of the estimated cost for this project. Audited balance sheet to be submitted(Fill enclosed annexure-III).

(ii) Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited, i.e., as on 31.05.2011, should be either of the following :

Three similar completed works each of value not less than 40% of the estimated cost.

or

Two similar completed works each of value not less than the 50% of the estimated cost.

or

One similar completed work of value not less than the 80% of the estimated cost.

“Similar Completed works” shall mean a completed Project comprising Supply, Installation, Testing & Commissioning of HT Substation equipment including one transformer of individual capacity not less than 1600 KVA by Class A firm registered with CPWD/Punjab State Electricity Board.”

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion of the executed works to the last date of receipt of applications for prequalification.

A Certificate from client for completion of work(s) must be submitted alongwith application.

- 3.3 Financial Capabilities: The Applicant should submit Audited Balance Sheets for the last three financial years i.e. 2007-2008, 2008-2009 & 2009-2010. The applicant should have positive networth and not have incurred any loss in more than two years during the last five years ending 31st March 2010. (Fill enclosed ANNEXURE-III).
- 3.4 Minimum Solvency Requirement: A solvency certificate from Applicant's Bank (Nationalized / Scheduled) that applicant is solvent for 30% of the Estimated cost of the Project. The certificate should not be more than one year old.
- 3.5 The firm should submit an affidavit duly notarized that they have not abandoned any work of Union Government/ State Governments/ PSU's etc. during the last 5 years. They should also submit an affidavit that they have not been blacklisted, debarred, declared non-performer or expelled by Union Government/ State Governments/ PSU's etc. during the last 5 years.

4.0 PERSONNEL, EQUIPMENT AND FINANCIAL CAPABILITIES

- 4.1 Personnel Capabilities : The firm must have suitable qualified and experienced personnel for the successful completion of the works. List of employees and bio-data of key officials shall be submitted stating clearly how these would be involved in this work. (Fill enclosed ANNEXURE – I).
- 4.2 Equipment Capabilities : The Applicant should provide an undertaking regarding availability of equipments required for the completion of project along with list of equipments indicating owned or to be hired. In case equipments are to be hired then source of equipments may also be indicated.(Fill enclosed ANNEXURE -II).

5.0 EXPERIENCE OF CONSTRUCTION OF PROJECTS OF SIMILAR NATURE & COMPLEXITY

The applicant shall submit information about their the past experience in construction of projects of similar nature and omplexity with information about magnitude of the Projects, Type of Projects , Completion certificate from Client, Time Overun if any, Cost over run if any , (Fill enclosed ANNEXURE-IV).

6.0 OTHER IFORMATION TO BE SUBMITTED ALONWITH APPLICATION

- 6.1 Registration/Licence : The firm must have Works Contract Tax / VAT registration with appropriate authorities. In case the firm is not registered at the time of submission of application for prequalification, they will submit an undertaking that they will get themselves registered with the concerned authorities in case they are awarded the work.
- 6.2 The contractor/firm/applicant will indemnify HSCC/Govt. of Punjab/ Principal Employer/Client/ Consignee, as the case may be, against all panel action that may be levied/effected by any concerned authority for default in any labour regulation/ PF/ESI and

- other statutory requirements of the relevant Acts/Laws related to the work of the contractor and will bear the legal charges, if any, and will pay the legal charges/dues directly to the concerned authority. An undertaking in this regard is required to be submitted by applicant alongwith prequalification.
- 6.4 The applicant should provide information regarding litigation/ Arbitration cases for the last five years as per ANNEXURE-V.
- 6.5 The applicant should submit the supporting documents regarding the information given in the ANNEXURE-I to ANNEXURE-V.
- 7.0 Even though the Applicants meet the minimum PQ criteria, they are subject to be disqualified if they have:
- misleading or false representation in the form, statement and attachments submitted; /or
 - record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, etc.
 - The performance of any agency already worked/ working with HSCC/ Govt. of Punjab is not found satisfactory/or
 - found to have been black listed, debarred or non-performer in any of the woks as on date of submission of application for prequalification.
 - Non-response or non-submission of clarifications within specified time.
- 8.0 The applicants are advised to visit the site to get first hand information as regards its approach, accessibility, working conditions, site conditions, availability of labour and material etc. and other matters affecting cost and work. All costs incurred in connection with submission of the pre-qualification application shall be borne by the applicant irrespective of the outcome.
- 9.0 If any information furnished by the applicant is found incorrect at a later stage, applicant shall be liable to be debarred from tendering in HSCC. The department reserves the right to verify the particulars furnished by the applicant independently.
- 9.1 HSCC may ask for any additional information and/or clarification from the applicant. The applicant shall submit such additional information and / or clarification as requested by HSCC within the time specified in the communication.
- 10.0 The competent authority to pre-qualify shall have the power to relax any condition/criterion for pre-qualification if it considers expedient to do so.

11.0 Even though the agency meets all the criteria, the Employer / Consultant reserves the right to accept or reject any applicant/disqualify any agency without assigning any reason whatsoever.

12.0 UPDATING QUALIFICATION INFORMATION

12.1 Applicants shall be required to update the financial information used for Pre-Qualification as and when asked for and at the time of submitting their bids, to confirm their continued compliance with the pre-qualification criteria and verification of information provided.

13.0 GENERAL

13.1 Only agencies / firms who have been pre-qualified under this procedure will be invited to bid. A pre-qualified firm may submit only one bid for the contract. If a firm submit more than one bid all bids of the party will be rejected. In case tender has been invited alongwith prequalification, further envelopes/bids of only prequalified agencies will be opened.

13.2 The Employer / Consultant reserves the right to :

(a) Reject or accept any application without assigning any reason thereof

(b) Cancel the pre-qualification process and reject all applications

(c) Split the works into different packages if required

(d) Amend the scope and value of any contract under this project, in such event the bids will only be called from those pre-qualified applicants who meet the requirements of the contract as amended.

13.3 Only the successful / pre-qualified applicants will be informed in writing or by fax.

13.4 No correspondence either from successful / pre-qualified applicant or unsuccessful applicant will be entertained in this regard.

13.5 Checklist format attached at Annexure VI must be filled and enclosed alongwith application.

Principal,
Govt. Medical College,
Patiala

LETTER OF APPLICATION

[NOTE : On the letterhead paper of the applicant including full postal address, telephone no., fax no., telex no. and cable address]

Date : _____

To,
Principal,
Govt. Medical College,
Patiala

Sirs,

1. Being duly authorised to represent and act on behalf of (hereinafter referred to as “the Applicant”) and having reviewed and fully understood all the pre-qualification information provided, the undersigned hereby apply to be pre-qualified by yourselves as a bidder for the **Supply, Installation, Testing & Commissioning of Substation Equipment and other Renovation Works in various Buildings at Govt. Medical College, Patiala and Associated Rajendra Hospital and its maintenance during Defect Liability period.**

Pre-Qualification Number	Client Name
HSCC/GOP/PAT/SS/2011	

2. Attached to this letter are copies or original documents defining :
 - (a) the applicants legal status
 - (b) the principal place of business
 - (c) the place of incorporation (for applicants who are corporations) or the place of registration and the nationality of the owners (for applicants who are partnerships or individually owned firms)
 - (d) application form no. 1 to 6
3. Your agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of application will also serve as authorization or any individual or authorized representative or any institution referred to in the supporting information, to provide such information deemed necessary and requested

by yourselves to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

4. Your agency and its authorized representatives may contact the following persons for further information :

General, Personnel, Technical and Financial Enquiries	
Contact 1 :	Telephone 1 :
Contact 2 :	Telephone 2 :

5. This application is made in the full understanding that :

(a) Bids by pre-qualified applicants will be subject to verification of all information submitted for pre-qualification at the time of bidding

(b) Your agency reserves the right to :

- amend the scope and value of the contract / bid under this project ; in such event, bids will only be called from pre-qualified bidders who meet the revised requirements ; and
- reject or accept any application, cancel the pre-qualification process, and reject all applications without assigning reasons thereof ; and

(c) Your agency shall not be liable for any such actions and shall be under no obligation to inform the Applicant

6. The undersigned declare that statements made and the information provided in the duly completed application are , true and correct in every detail.

Sealed & Signed
Name
For and on behalf of

APPLICATION FORM NO. 1

GENERAL INFORMATION

All individual firms applying for Qualification are requested to complete the information in this form. Information to be provided for all owners or APPLICANTS who are partnerships or individually-owned firms.

1.	Name of firm
2	Head office address
3	Telephone Contact
4	Fax Telex
5	Place of incorporation/ Registration Year of incorporation/ registration

APPLICATION FORM NO. 2

STRUCTURE AND ORGANIZATION

1. Name & address of the applicant
2. Telephone No. / Telex No. / Fax No.
3. Legal status of the applicant (attach copies of original document defining the legal status)
 - (a) An individual
 - (b) A proprietor firm
 - (c) A firm in partnership
 - (d) A Limited Company or Corporation.
4. Particulars of registration with various Government bodies (attach attested photocopy)

Organisation /Place of registration	Registration No.
-------------------------------------	------------------
5. Name and Titles of Directors & Officers with designation to be concerned with this work.
6. Designation of individuals authorised to act for the organisation
7. Was the applicant ever required to suspend construction for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work.
8. Has the applicant ever abandoned the awarded work before its completion ? If so, give name of the project and reasons for abandonment.
9. Has the applicant ever been debarred / black listed for tendering in any organisation at any time ? If so, give details.
10. Has the applicant ever been convicted by a court of law? If so, give details.
11. Any other information considered necessary but not included above.

Authorized Signatory of Applicant

APPLICATION FORM NO. 3

ANNEXURE - I

PERSONNEL CAPABILITIES

Sl. No.	Designation	Total Number	Number available for this work	Name	Qualification	Professional experience and details of work carried out	How these would be involved in this work	Remarks

Authorized Signatory of Applicant

APPLICATION FORM NO. 4

ANNEXURE - II

EQUIPMENT CAPABILITIES

Sl. No.	Name of Equipment	Nos.	Capacity or Type	Age	Condition	Ownership Status			Current Location	Remarks
						Presently owned	Leased	To be purchased		

Authorized Signatory of Applicant

APPLICATION FORM NO. 5**ANNEXURE - III****FINANCIAL CAPABILITIES**

Year	Annual Turn Over in Indian Rupees (or equivalent to Indian Rupees) as per Audited Balance Sheet
2007-2008	Rs.
2008-2009	Rs.
2009-2010	Rs.
Average Annual Turnover over the past three years	Rs.

Financial Information in Rs. Equivalent	For year 2005-2006	For year 2006-2007	For year 2007-2008	For year 2008-2009	For year 2009-2010
1. Total Assets					
2. Current Assets					
3. Total Liabilities					
4. Current Liabilities					
5. Profit before Tax					
6. Profit after Tax					

NOTE : The above data is to be supported by audited balance sheets

1. Attach copies of audited balance sheets for all three years (2007-2008, 2008-2009 & 2009-2010).
2. Attach recent solvency certificate from bankers

Authorized Signatory of Applicant

APPLICATION FORM NO. 6**ANNEXURE - IV****EXPERIENCE OF CONSTRUCTION OF PROJECTS OF SIMILAR NATURE & COMPLEXITY**

(During last seven years ending last day of month previous to the one in which applications are invited)

Sl. No.	Name of work / project and location	Owner or sponsoring organization	Cost of work in Lakhs	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Litigation/ arbitration pending/in progress with details*	Name and address/ telephone number of officer to whom reference may be made	Remarks

NOTE : **Please attach supporting documents (completion certificates along with order copies) for the above information**

Authorized Signatory of Applicant

APPLICATION FORM NO.7

ANNEXURE-V

Litigation Details
Court Cases/arbitration

<u>Name of Applicant</u>

<u>Year</u>	<u>Name of the work</u>	<u>Name of the Client with Address</u>	<u>Title of the court case/ Arbitration</u>	<u>Detail of the Court/ Arbitrator</u>	<u>Status Pending/ Decided</u>	<u>Disputed Amount(Current Value, the equivalent in case of Court cases/arbitration</u>	<u>Actual Awarded Amount (Rs.) in decided court cases/Arbitration</u>

Authorized Signatory of Applicant

Check-List

S.No	Criteria	Requirements	Cross Referencing/Page no. at which required information is available (To be mentioned)	Indicate Eligibility Y/N
1	Average Turnover for last three years	30% of the estimated project cost		
2	Experience	During last 7 years Three similar completed works each of value not less than 40 % of the estimated cost OR Two similar completed works each of value not less than 50 % of the estimated cost OR One similar completed works each of value not less than 80 % of the estimated cost		
3	Personnel Capabilities	List of suitable qualified and experienced personnel in the relevant field		
4	Equipment Capabilities	List of equipment required and proposed to be deployed & source of such equipments		
5	Financial Capabilities	- Positive Networth - Loss in not more than 2 of the preceding 5 years		
6	Solvency Certificate	Solvency certificate from applicant's bank for 30% of the estimated project cost		
7	Abandoning/ debarred/Blacklisting	Affidavit regarding not abandoned / Blacklisted/ debarred/declared non performer for any work of Union Govt./ State Govt./ PSU's etc during last 5 years		
8	Tender document fee, in case downloaded from website			
9	Undertaking to indemnify	In respect of clause 6.2		

Authorized Signature of Applicant with Stamp