

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
(AIIMS), ANSARI NAGAR, NEW DELHI

**Design, Supply, Installation, Testing &
Commissioning of Lifts at Hostel Block-3 for
AIIMS within AIIMS campus, Masjid Moth,
New Delhi – (2nd Call)**

**NIT &
Prequalification Document**

VOLUME - I

December' 2014



HSCC (INDIA) LTD.
(CONSULTANTS & ENGINEERS FOR MEGA HOSPITALS & LABORATORIES)
E-6(A), Sector-1, NOIDA(U.P) 201301 (India)

Phone : 0120-2542436-40

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Tender No. HSCC/AIIMS/HOSTEL-III/LIFTS/2014/02

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi

Tender No. HSCC/AIIMS/HOSTEL-III/LIFTS/2014/02

Date : 17.12.2014

NOTICE INVITING ONLINE TENDER - (2nd Call)

Online bids are invited on behalf of Director, All India Institute of Medical Sciences (AIIMS), Ansari Nagar, New Delhi through e-tendering from eligible contractors/firms for the following works:

Description of Work : Tender for “Design, Supply, Installation, Testing & Commissioning of Lifts at Hostel Block-3 for AIIMS within AIIMS campus, Masjid Moth, New Delhi”; **Estimated Cost** : Rs.50.00 Lakhs; **Bid Security** : Rs.1,00,000/-; **Completion Period** : 4 months; **Last date to fill/ upload the tender through e-tendering: 06.01.2015** upto **15:00 hrs** & Opening at 15:30 hrs.

The bid document is available online from **22.12.2014**. For submission & other tender details, please refer detailed NIT on HSCC e-tender portal <http://www.tenderwizard.com/HSCC>. Prospective bidders are advised to regularly scan through HSCC e-tender portal <http://www.tenderwizard.com/HSCC> as corrigendum/amendments etc., if any, will be notified on this portal only and separate advertisement will not be made.

DGM (Electrical), HSCC (I) Ltd.

ALL INDIA INSTITUTE OF MEDICAL SCIENCES

Ansari Nagar, New Delhi

Through
HSCC (India) Limited
(A Govt. of India Enterprise)
E-6(A), Sector 1, Noida (UP) – 201 301

Tender No.HSCC/AIIMS/HOSTEL-III/LIFTS/2014/02

Date: 17.12.2014

NOTICE INVITING ONLINE TENDER (2nd Call) – DETAILED

Online bids are invited on behalf of Director, All India Institute of Medical Sciences (AIIMS), Ansari Nagar, New Delhi through e-tendering from eligible contractors/firms for the following works:

Name & description of work	Estimated cost (Rs.)	Completion period of work (months)	Last date to fill/upload the tender through e-Tendering.	Bid Security amount (in Rs.)
Design, Supply, Installation, Testing & Commissioning of Lifts at Hostel Block-3 for AIIMS within AIIMS campus, Masjid Moth, New Delhi	Rs. 50.00 Lakhs	04 (Four) Months	06.01.2015 upto 15:00 hrs. , & Opening at 15:30 hrs.	Rs. 1,00,000/-

The bidder would be required to register at HSCC e-tender portal <http://www.tenderwizard.com/HSCC>. The bid document is available online from **22.12.2014**. For submission of the bids, the bidder is required to have Digital Signature Certificate (DSC) from one of the authorized Certifying Authorities.

The bidders are required to submit **(a)** Original non refundable Demand Draft of Rs.5,000/- (Rs. Five thousand only) as cost of bid, in favour of “*HSCC India Limited*” payable at Noida/Delhi **(b)** Original bid security/ The EMD will be in the form of demand draft of a scheduled bank issued in favour of “HSCC (India) Ltd.” payable at Noida/New Delhi **OR** in Performa for bid security bank guarantee, as per Annexure – C of Vol.- III (SCC) to the office of DGM (Electrical), HSCC (India) Ltd., Plot no. E-6(A), Sector-1, Noida (U.P.) Pin 201301, before date and time fixed for opening of bid either by registered post or by hand failing which the bid will be declared non-responsive.

Complete set of Tender Documents comprising Volume- I, II, III, IV & V has been made available at e-tender portal <http://www.tenderwizard.com/HSCC>.

AIIMS/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 e-tender portal <http://www.tenderwizard.com/HSCC> as corrigendum/amendments etc., if any, will be notified on this portal only and separate advertisement will not be made.

DGM (Electrical), HSCC (India) Ltd.
For & on behalf of Director, AIIMS, New Delhi

INSTRUCTION TO APPLICANTS

PROJECT NAME : **Design, Supply, Installation, Testing & Commissioning of Lifts at Hostel Block-3 for AIIMS within AIIMS campus, Masjid Moth, New Delhi.**

COMPLETION PERIOD : Four (04) Months

EMPLOYER : ALL INSTITUTE OF MEDICAL SCIENCES (AIIMS)
ANSARI NAGAR , NEW DELHI

- 1.1 For and on behalf of “All Institute Of Medical Sciences (AIIMS)(The Employer), HSCC(I) Ltd. (HSCC, the Consultant) intends to Pre-Qualify agencies/firms for the work of **Design, Supply, Installation, Testing & Commissioning of Lifts at Hostel Block-3 for AIIMS within AIIMS campus, Masjid Moth, New Delhi.**

1.2 BRIEF DETAILS:

The Scope of work comprises of **Design, Supply, Installation, Testing & Commissioning of Lifts at Hostel Block-3 for AIIMS within AIIMS campus, Masjid Moth, New Delhi. and their one year comprehensive maintenance after handing over/ Taking over including design & preparation of detailed shop drawings, obtaining approval from local authorities as required, completion certificates and all others local Statutory requirements if any, from the concerned authorities”**

Time of Completion: Four (04) Calendar Months for Design, Supply, Installation, Testing & Commissioning

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

2.0 SUBMISSION OF APPLICATION:

- 2.1 Application for Tender must be submitted complete in all respect in sealed envelopes in accordance with Clause 15.0 of Volume III which must be either delivered by hand or by registered mail, at HSCC (India) Ltd, Plot No. 6(A), Block-E, Sector-1, NOIDA, U.P.-201301, so as to reach not later than designated date & time and be clearly marked **“Design, Supply, Installation, Testing & Commissioning of Lifts at Hostel Block-3 for AIIMS within AIIMS campus, Masjid Moth, New Delhi.**

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

- 2.3 All the information asked for tender 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 MINIMUM 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 Applicants 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. 2011-2012, 2012-2013 & 2013-14 should be at least **100%** of the estimated cost for this project. Audited balance sheet to be submitted (Fill enclosed **Annexure I**).

(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 should be either of the following :

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

OR

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

OR

One similar completed works each of value not less than **80%** of the estimated cost put to tender.

Similar works means Supply, Installation, Testing & Commissioning of Lifts by Lift Manufacturers registered in Category A with CPWD.

A Copy of the work order and Certificate from client for completion of work(s) must be submitted along with application.

Experience should be in the name of the bidding company and not in subsidiary/associated company/ Group Company etc.

3.3 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

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 be not more than one year old.

3.5 **Financial Capabilities:** The Applicant should submit Audited Balance Sheets for the last three financial years i.e. 2011-2012, 2012-2013 & 2013-14. 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 2014 (Fill enclosed **ANNEXURE-I**).

4.0 PERSONNEL, EQUIPMENT CAPABILITIES

4.1 **Personnel Capabilities:** The firm should 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 – III**).

4.2 **Equipment Capabilities :** The Applicant should provide an undertaking regarding availability of equipments required for the completion of the 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 -IV**).

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 complexity with information about magnitude of the Projects, Type of Projects, Completion Certificate from Client, Time Overrun if any, Cost over run if any , (Fill enclosed **ANNEXURE-II**).

6.0 OTHER INFORMATION TO BE SUBMITTED ALONGWITH APPLICATION

6.1 **Registration/ Licence:** The firm should have Works Contract Tax/VAT Registration with the appropriate Authorities. In case the firm is not registered at the time of submission of bid, 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/AIIMS, New Delhi/Principle 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 applicants alongwith prequalification.

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- 6.3 The applicant should provide information regarding litigation/ Arbitration cases for the last five years as per **ANNEXURE- V**.
- 6.5 **CHECKLIST** as per **ANNEXURE- VI**.
- 6.4 The applicant shall submit the supporting documents regarding the information given in the **ANNEXURE-I to ANNEXURE-VI**.
- 7.0** Even though the Applicants meet the minimum PQ criteria, they are subject to be disqualified, if they have:
- made 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. /or
 - The performance of any agency already worked/ working with HSCC /AIIMS New Delhi is not found satisfactory./or
 - found to have been black listed, debarred or non performer in any of the works as on date of submission of bid.
 - 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 in writing to bid. A firm may submit only one bid for the contract. If a firm submits 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 reserve the right to:

- (a) Reject or accept any application without assigning any reason or incurring any liability 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 Joint venture companies will not be allowed to participate in the bid. Experience of any work done in joint venture shall not be considered.
- 13.4 No correspondence either from successful / pre-qualified applicant or unsuccessful applicant will be entertained in this regard.
- 13.5 Check list format attached at **Annexure VI** must be filled and enclosed alongwith the application.

Deputy General Manager (Electrical)
HSCC (India) Ltd.

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,
Deputy General Manager (Electrical)
HSCC (I) Ltd., E-6(A), Sector 1,
Noida

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 “**Design, Supply, Installation, Testing & Commissioning of Lifts at Hostel Block-3 for AIIMS within AIIMS campus, Masjid Moth, New Delhi and its one year comprehensive maintenance after handing over/ taking over**”.

Tender Number	Client Name
HSCC/AIIMS/HOSTEL-III/LIFTS/2014/02	AIIMS, New Delhi

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 2, Annexure – I to VI and all Amendments.**
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.

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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 or incurring any liability 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 pre- 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 E-mail No.
5	Place of incorporation/ Registration Year of incorporation/ registration

Authorized Signatory of bidder

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.
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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 bidder

ANNEXURE - I

FINANCIAL CAPABILITIES

(Rs. In lacs)

Financial Year	Annual Turn Over in Indian Rupees (or equivalent to Indian Rupees) as per Audited Balance Sheet
2011-12	Rs.
2012-13	Rs.
2013-14	Rs.
Average Annual Turnover over the past three years	Rs.

Financial Information in Rs. Equivalent	For year 2009-10	For year 2010-11	For year 2011-12	For year 2012-13	For year 2013-14
1. Total Assets					
2. Current Assets					
3. Total Liabilities					
4. Current Liabilities					
5. Profit before Tax					
6. Profit after Tax					
7. Net Worth					

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

1. Attach copies of audited balance sheets duly certified by the chartered accountant for all three years (2011-12, 2012-13 & 2013-14). Audited Balance sheet should mention the membership number of chartered accountant issued by ICAI along with full address.
2. Attach recent solvency certificate from bankers

Authorized Signatory of bidder

ANNEXURE - II

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	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 bidder

ANNEXURE - III

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 bidder

ANNEXURE - IV

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 bidder

ANNEXURE - V

Litigation Details
Court Cases/arbitration

<u>Name of Bidder</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 bidder

ANNEXURE-VI**CHECK - LIST****CHECK LIST OF DOCUMENTS TO BE SUBMITTED WITH THE BID****TECHNICAL PACKAGE - Part I**

S.No	Name of Document	Reference Volume of Tender	Mode of Submission	Page No.
1.	Original Non-refundable Demand Draft of Rs. 5,000/- (Tender Fee)	Vol.- I	In Original & Copy Online	
2.	Original Bid Security/ EMD will be in the form of demand draft or in Performa for bid security bank guarantee, as per Annexure –C of Vol.- III (SCC)	Vol.- III	In Original & Copy Online	

TECHNICAL PACKAGE - Part II

S.No	Name of Document	Reference Volume of Tender	Mode of Submission	Page No.
1.	Checklist for the enclosed documents as per the format attached (Annexure VI)	Vol.- I	Online	
2.	Letter of Application as per the format attached	Vol.- I	Online	
3.	General Information Details as per the format attached (Form No.- 1)	Vol.- I	Online	
4.	Structure & Organization Details as per the format attached (Form No.- 2)	Vol.- I	Online	
5.	Financial Capabilities as per the format attached (Annexure - I)	Vol.- I	Online	
6.	Experience of executing of Projects of Similar Nature & Complexity (Annexure – II)	Vol.- I	Online	
7.	Personal Capabilities as per the format attached (Annexure – III)	Vol.- I	Online	
8.	Equipment Capabilities as per the format attached (Annexure – IV)	Vol.- I	Online	
9.	Litigation History/ Arbitration History (Annexure - V)	Vol.- I	Online	
10.	Affidavit – duly notarized as per Clause no. 3.3	Vol.- I	Online	
11.	Minimum Solvency Certificate as per Clause no. 3.4	Vol.- I	Online	
12.	Copies of Works Contract Tax/VAT Registration or undertaking in this regard as per Clause no. 6.1	Vol.- I	Online	
13.	Indemnification to AIIMS/ HSCC - as per Clause no. 6.2	Vol.- I	Online	
14.	Detailed Programme in terms of PERT/ CPM as per clause No. 2.0 - Vol.-III (SCC)	Vol.- III	Online	
15.	To be uploaded complete Bid documents, as listed in Notice Inviting Bids i.e. Vol.- I, II, III, & IV excluding the Bill of Quantities (Volume –V) but including amendment(s)/ addendum(s)/ Corrigendum(s) /Clarification(s) issued, if any duly authenticated by digital signature	Vol.- I, II, III & IV	Online	

FINANCIAL PACKAGE COMPRISING OF:

S.No	Name of Document	Reference Volume of Tender	Mode of Submission	Page No.
1.	Vol. – V (Bill of Quantities/ PRICE BID)	Vol.- V	Online	

Note:- All documents as above to be submitted on line. In addition (a) Original non refundable Demand Draft of Rs.5,000/- (Rs. Five thousand only) as cost of bid, in favour of “ HSCC India Limited “ payable at Noida/Delhi (b) Original bid security/ EMD will be in the form of demand draft of a scheduled bank issued in favour of “HSCC (India) Ltd.” payable at Noida/New Delhi OR in Performa for bid security bank guarantee, as per Annexure – C of Vol.- III (SCC) to the office of DGM (Electrical), HSCC (India) Ltd., Plot no. E-6(A), Sector-1, Noida (U.P.) Pin- 201301, before date and time fixed for opening of bid either by registered post or by hand failing which the bid will be declared non-responsive.

END OF VOLUME - I