

**KURINJIPADI TOWN PANCHAYAT**

**CUDDALORE DISTRICT**

**APPLICATION FOR PRE-QUALIFICATION TENDER  
TWO COVER SYSTEM**

**NAME OF WORK: Construction of New Bus Stand in  
Kurinjipadi Town Panchayat**

DATE OF TENDER : **12.04.2022**

ISSUED TO / DOWNLOADED BY :

The Executive Officer  
Kurinjipadi Town  
Panchayat

## FOR THE SPECIAL ATTENTION OF THE APPLICANTS

1. Issuance of documents under two cover system i.e. Pre – Qualification Tender and Price tender (Commercial tender) to the Applicant purely based on the Basic Documents and information furnished along with the requisition and cost of tender documents. Application will not confer any right on the Applicant for automatic Pre – Qualification for Price Tender for the work.
2. Approval or otherwise of the pre – qualification tender will be strictly based on the detailed evaluation done on the basis of the Documents / Records / Evidences / Certificates produced by the applicant along with the pre qualification application.
3. The Qualification tender (Cover 1) will be opened as per Notice Inviting Tender and after detailed evaluation, the date and time of opening of price tender will be intimated to the qualified applicants.

The Executive Officer  
Kurinjpadi Town Panchayat

**TWO COVER SYSTEM**  
**PRE QUALIFICATION TENDER AND PRICE TENDER**

**REF. NO: A1/1736/2021**

**DATE : 12.04.2022**

From

To  
The Executive Officer  
Kurinjipadi Town Panchayat

Sir,

Sub: Construction of New Bus Stand at Kurinjipadi Town Panchayat

Ref : Pre – Qualification Tender Notice No.

/ Dated. .

.2022

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1. Having examined the Two Cover system documents in respect of Pre qualification tender and price tender including scope of work, Time Frame for construction and the criteria stipulated for Pre-Qualification. I / We hereby submit all necessary information and relevant documents for Pre- Qualifying me / us, to offer my / our tender for the above mentioned work.
2. The Application is made by me / us on behalf of (Partnership Firm / Private Limited Company / Public Limited Company ) in the capacity of duly - - - - - authorised to submit the tender.
3. Necessary evidence admissible in law in respect of authority assigned to me / us on behalf of the Partnership Firm / Private Limited Company / Public Limited Company, for applying for Pre-Qualification is attached herewith.
4. I / We present my / our documents herewith taking into consideration all the instructions in the Qualification tender supplied to me including special instructions to Applicants, Criteria for Qualification, Information and Instructions in the detailed two cover system Tender Notice etc.,

5. The EMD amount is enclosed in the shape as notified in the Pre-qualification tender.

I.

II.

III.

6. I / We understand that the Executive Officer, Kurinjipadi Town Panchayat Office reserves the right to reject any or all the Pre – Qualification Application to drop the proposal altogether.

Date :

Signature of the Applicant including Title  
Capacity in which Application is made.

Name:  
(in block letters )

Encl : 1) Pre – Qualification Application

2)

3)

4)

5)

# QUALIFICATION AND PRICE TENDER NOTICE

## FORM OF CONTRACT : LEAST COST AGREEMENT TWO COVER SYSTEM

### 1. INVITATION

Tender under sealed two cover tender system i.e. pre-qualification Tender & price tender (Item rate tenders) are invited for and on behalf of the Council, Kurinjipadi Town Panchayat, One (over contains EMD and Pre-Qualification conditions and other details and the second over containing price tender schedule.

### 2. FOR SPECIAL ATTENTION

- (i) Only the contractors, registered with the Government of Tamil Nadu or other State Governments/Government of India, or State / Central Government Undertakings, Urban Local Bodies under Class I (as per revised classification) with monetary limit above Rs.75.00 lakhs (Rupees Seventy Five Lakhs) and with proven track record are eligible.
- (ii) The Applicant should have been in the same name and style in the Civil Engineering Construction field atleast for the past **"FIVE"** years.
- (iii) The Applicants should have completed atleast one "BUILDING" work value not less than **Rs.241.40 lakhs** (Rupees Two hundred and forty one lakhs and Forty thousand only) under a single agreement in any one of the past **"FIVE"** years. For this purpose, buildings like Industrial sheds, workshops will not be considered.
- (iv) Annual turnover of the Applicant should not be less than **Rs. 482.80 lakh** (Rupees Four Hundred and Eighty two Lakhs and Eighty thousand only) per year in any one of the past **"FIVE"** years.

### 3. PURCHASE OF DOCUMENTS

- (a) Bidders to download the Tender Schedule at free of cost and then submit the bids online through the web site and the web site is **www.tntenders.gov.in**
- (b) Price Tender schedule will also be issued along with qualification tender documents.

### 4. DESCRIPTION OF THE PROJECT

Construction of New Bus Stand at Kurinjipadi Town Panchayat

### 5. SCOPE AND STATUS OF THE WORK UNDER THIS TENDER

- a) The building will be of RCC framed structure.
- b) Brick work will be constructed by II class chamber bricks
- c) Windows and Ventilators will be made of Aluminium
- d) Handrails for the staircase will be Stainless Steel.
- e) Concealed Wiring and Plumbing works is used in this building

- f) M30 Design Mix for Bus Runway.
- g) Other amenities are as per specification.

## **6. PERIOD OF COMPLETION**

The period of completion shall be **12 (Twelve)** calendar months, which is inclusive of monsoon period from the date of handing over of the site to the successful contractor.

## **7. EARNEST MONEY DEPOSIT**

- 7.1. Earnest money deposit of **Rs.4,82,800/-** (Rupees Four lakh and Eighty two thousand Eight Hundred only) must accompany the Qualification Tender for this work.
- 7.2. The Earnest money deposit may be produced in any one of the following forms.
  - i. Demand Draft issued by Nationalized or Scheduled Banks drawn in favour of The Executive Officer, Kurinjipadi Town Panchayat

**NOTE:** Bank Guarantee will not be accepted towards E.M.D.

- 7.3 Qualification schedule not accompanied by Earnest Money Deposit will be rejected as Non – Responsive Tender.
- 7.4 If the tenderer withdraws his tender after the acceptance of the tender or fails to pay the requisite security deposit amount within the specified period of time, the Earnest Money Deposit paid with the tender will be forfeited.
- 7.5. Communication to the unsuccessful tenders will be sent in 7 days time from the date of communication to the successful tenderer. Within 15 days from the date of receipt of refund voucher duly stamped and signed from the unsuccessful tenderer, refund of Earnest Money Deposit will be made.

## **8. SECURITY DEPOSIT**

- 8.1 The successful tenderer shall furnish a Security Deposit for an amount equivalent to 2 % of the total Contract value, which includes the Earnest Money Deposit already paid, within 15 days (Fifteen days) from the date of receipt of work order. If the successful tenderer fails to execute the contract, i.e., (sign the agreement) within the aforesaid 15 days time, the Earnest Money Deposit amount remitted with the Qualification Schedule will be forfeited.
- 8.2 The Security Deposit in the shape of irrevocable Bank Guarantee will also be accepted.
- 8.3 In addition to the aforesaid security deposit, the Executive Officer, Kurinjipadi Town Panchayat shall deduct from the running account bills an amount equivalent to 5 % (Five percent) of the total value of each bill as retention money.
- 8.4. 2 ½ % (Two and a Half Percent) of the total value of the work will be retained in the final bill of the work for a period of one year reckoned from the date of completion of the work or as soon after the expiration of such period of one year as all defects shall have been made good according to the true intent and meaning hereof whichever shall last happen.

8.5 The Retention money of 2 ½ % of the total value of Contract after deducting any amount due to the department shall be refunded to the contractor after the defects liabilities attached to the contract is over (as per Pare 8.4 above) subject to the following conditions.

- i. The Executive Officer, Kurinjipadi Town Panchayat concerned should certify that no liability is due from the contractor.
- ii. The contractor should execute and produce an indemnity bond for a further period of "FOUR" years indemnifying the Government against any loss or expenditure incurred to rectify any defects noticed due to faulty workmanship by the contractor or Sub – standard materials used by the Contractor, during the period of "FOUR" years.

8.6 Concessions granted to standing contractors on payment of deposits are not applicable to this contract.

## **9. LANGUAGE OF TWO COVER TENDER SYSTEM**

Tenders shall be offered only in the prescribed forms in "ENGLISH" only.

## **10. VALIDITY OF PRICE TENDER**

The Price tender shall be valid for a period of 90 days (Ninety days) from the date of opening of tender.

## **11. SUBMISSION OF PRICE TENDER**

- 11.1 The two covers (i.e. Qualification Schedule and Price tender) must be put into a wax sealed envelope while submitting the tender in person. The Cover No.1 Containing the Qualification schedule & documents and Earnest Money Deposit and Cover No.2 containing the Price tender (Called as Inner envelopes) must be super scribed as mentioned below and addressed to the tender inviting authority.
- 11.2 Bidders should quote their rates both in figures and in words for each item per unit and amount for each item of work for fully quantity.
- 11.3 Bidders should submit the tenders on or before 15.00 hrs as per office clock **12.04.2022** (Date) by person.
- 11.4 E –Submission of tenders should submit the tender on or before 15.00hrs (as per our server clock) **12.04.2022** (date)
- 11.5 In the case of Bank Guarantee/D.D should be scanned and enclosed with bid document and original should be received before on the date and time of scrutiny. But if the Bank Guarantee/D.D is received after the prescribed date and time it has to be rejected.
- 11.6 If the cover is not sealed and super scribed as instructed, no responsibility will be assumed for any misplacement of tender on premature opening of the envelope or Parcel.
- 11.6 Bidders received late on any account or any reasons whatsoever will not be opened or considered and will be returned to the tenderer unopened.

- 11.7. E- Submission of tender will also be accepted
- 11.8. Telegraphic tenders will not be accepted.
- 11.9. The Town Panchayat Council reserves to itself the right to reject all or any of the Tender or to accept any tender or part thereof without assigning any reason for so doing.

**SHOULD BE SUPERSCRIBED AS FOLLOWS.**

**PRE-QUALIFICATION SCHEDULE COVER NO.1**

- a. NAME OF WORK
- b. TENDER NOTICE NO.
- c. DUE DATE FOR OPENING OF TENDER
- d. E.M.D. Rs. **4,82,800/-** (Rupees Four lakh and Eighty two thousand Eight Hundred only) (To be furnished only with Qualification schedule)
- e. NAME OF CONTRACTOR AND ADDRESS

**PRICE TENDER COVER NO.2**

- a. NAME OF WORK
- b. TENDER NOTICE NO.
- c. NAME OF CONTRACTOR AND ADDRESS

These Two inner envelopes shall be put inside a sealed common cover and super scribed with all the details as in the case of Cover-I and addressed to The Executive Officer, Kurinjipadi Town Panchayat.

**12. OPENING OF TENDERS.**

The Common Cover and Qualification schedule (Cover – I) will be opened by The Executive Officer at Kurinjipadi Town Panchayat on **12.04.2022** 15.30 Hours, on the notified date in the presence of the bidders or their authorised representatives who choose to be present. After detailed evaluation of qualification Schedule, price Tender (Cover-II) after qualified tenderer will be opened. The date and time of opening of price Tender will be informed to the qualified bidders by The Executive Officer, Kurinjipadi Town Panchayat later. The price tender cover other unqualified tenderer will be returned to him unopened.

**13. NEGOTIATION**

Negotiation of rates will be made only with the lowest tenderer for reducing the quoted rates.

**14. RATES AND PRICE**

Tenderer should quote rate and amount for each item of work and for full quantity. Grand total of the whole contract should be furnished without fail in the last page of schedule "A" of Price Tender.

**15. PRICE ADJUSTMENT CLAUSE - As per Go.Ms.No.60 / PW (G2) D / dated - 14.03.2008 & Go.Ms.No.101 / PW (G2) D / Dated - 10.06.2009**

The Price Adjustment on the components of Cement, Steel, Bitumen and Petroleum, Oil and Lubricants (POL) shall be applicable to the works with contract period of 12 months and below with all other conditions remaining the same as per Rule 14(8) of 2000 Tamil Nadu Transparency in Tender Rules. Contract price shall be adjusted for increase or decrease in rates for Cement, Steel, Bitumen and Petroleum, Oil and Lubricants in accordance with the following



principles and procedures and as per formula given in General Conditions of Contract and will be operated by the respective Municipal Engineer.

Price adjustment will apply only when the fluctuations of rates exceed or decrease by 3 % or more compared to the estimate rates ( RBI index price ) The Price adjustment shall be calculated only on the departmental estimate cost of the work. In respect of POL it may be considered on PASS through basis with payment of actual rates / price at the rates charged by IOC All works for which price Escalation / Variation is contemplated must have miles stones fixed in physical terms and have a pre-fixed time-line for use of inputs clearly indicating the nature and quantum of eligible inputs to be used for the work for the relevant period between two milestones. Price Escalation / Variation will be applicable for those quantities 'actually' used by the contractor including additional quantities, if any, used or achieved ahead of the time-line. However, if the contractor does a certain quantity of the work in the third quarter which ought to have been done in the earlier quarter, Price Variation / Escalation will still be applicable on that quantity at the rates as applicable in the relevant quarter as per time-line or period of actual use whichever is less.

The Price adjustment mechanism will cease to operate for value of work executed beyond the agreement period. But agreement period shall include the "actual period" for which the work was "suspended officially" and extension of time permitted for any valid reasons such as, war, natural calamities, like flood, earthquake and other risks arising out of acts of God during the agreement; work delayed due to the land acquisition process; change in design, change in scope of work, etc., which is given in writing by the Tender Calling Officer of the respective work. Price Variation will be calculated as per the specified formula from the last date of submission of tender upto the end of agreement period provided, If the agreement is signed within the minimum specified time, failing which, the price variation will be applicable from the date of agreement only, based on the wholesale Price indexes of RBI. The quarter would be reckoned with reference to the quarter of the calendar year in which the last date on tender submission is fixed. In case of delayed agreement, the quarter in which the agreement is signed will be reckoned for the purpose of calculation of Price adjustments.

#### **16. PENALTY CLAUSE**

As per Clause 57, 57.1, 57.2, and 57.3 of General Conditions of Contract in Tamil Nadu Building Practice.

#### **17. REFUND OF EMD TO THE UN SUCCESSFUL TENDERER:-**

Communication to the unsuccessful tenderers will be sent in 7 days time from the date of communication sent to the successful tenderers. Refund of Earnest Money Deposit will be made, within 15 days from the date of receipt of refund voucher duly stamped and signed, from the unsuccessful tenderer.

#### **18. FORFEITURE OF EMD:-**

If the tenderer withdraws his tender after the acceptance of tender or fails to pay the requisite security deposit amount within the specified period of time, the Earnest Money Deposit furnished with the tender will be forfeited.

**19.** All financial commitments in INDIAN RUPEE and Nationalized Bank or Scheduled bank in India only accepted

**20.** Liquidated damages will be imposed on the contractor for the lapses / short fall in achieving the rate of progress as per existing schedule.

**21. Withdrawal of Tenders before Opening:-**

(1) No tenderer shall be allowed to withdraw the tenders after submitting the tender.

(2) A Tenderer may submit a modified tender before the last date for receipt of tender: Provided that where more than one tender is submitted by the same tenderer, the lowest eligible financial tender shall be considered for evaluation.

**22. Tender opening :**

1) All the envelopes containing tenders and the tenders received through the electronic mail in the designated website shall be counted. All the tenders received in time shall be opened.

2) Any tender received subsequently shall not be opened and shall be returned unopened to the tenderer and in the case of tenders submitted through electronic mail in the designated website, a report on the late submission of tenders shall be generated and the same shall be sent to the tenderers concerned.

3) On opening of the tender, the members of the Tender Scrutiny Committee shall initial the main bid including the prices and any corrections;

4) A record of the corrections noticed at the time of the bid opening shall be maintained;

5) The name of the tenderers and the quoted prices should be read out aloud.

6) The fact whether earnest money deposit has been submitted and other documents required produced may be indicated, but this shall be merely an examination of the documents and not an evaluation;

7) Minutes of the tender opening shall be recorded.

8) The signatures of all the tenderers present shall be obtained and if any of the tenderers or his representative refuses to sign the minutes, the same shall be recorded.]

**23. WHOM TO CONTACT**

The Executive Officer, Kurinjipadi Town Panchayat Office may be contacted for further information in the matter.

Dated Signature of applicant With Seal

The Executive Officer  
Kurinjipadi Town Panchayat

## **INFORMATION AND INSTRUCTION FOR BIDDERS UNDER TWO COVER SYSTEM**

### **I. FOR SPECIAL ATTENTION**

Qualification Schedule hereunder is invited in accordance with Tamilnadu Transparency in Tenders Act, 1998 & Tamilnadu Transparency in Tenders rules, 2000 with Engineering Manual/ PWD Procedure for Pre- Qualification of Bidders.

### **II. MINIMUM CRITERIA FOR QUALIFICATION**

1. (a) The Applicant in the same " NAME " and " STYLE " should have been in the Civil Engineering Construction field at-least for the past " **FIVE** " years. **The tenderer should be well established and reputed Civil Engineering Contractor, Registered as a Legal entity in India for a minimum period of Five ( 5 ) years and having experience of minimum of Five ( 5 ) years**

#### **EVIDENCE TO BE PRODUCED**

- (i) Audited balance sheet with Chartered Accountant's Certificate for the past "**FIVE**" years in the case of Individual Contractors, Partnership Firms, Private / Public Limited Companies.
  - (ii) Registered Partnership deed in the case of Partnership Firms.
  - (iii) Articles of Association and Memorandum of Association registered with Registrar of Companies as per Company Act in the case of Private Limited Companies and Public Limited Companies.
1. (b) The Applicant should be Registered contractor of the Government of Tamil Nadu or other State Governments/Government of India, or State / Central Government Undertakings, Urban Local Bodies in Class I as per revised classifications with monetary limit above Rs.75.00 Lakhs (Rupees Seventy Five Lakhs) with proven track record.

#### **EVIDENCE TO BE PRODUCED**

Attested copy of the communication issued by the Registering Authority, registering the name of the Applicant as Class I Civil Contractor in the Government of Tamil Nadu or other State Governments/Government of India, or State / Central Government Undertakings, Urban Local Bodies as per Revised Classification and live Certificate.

- 1 (d). The Applicant should produce Saral produced to income Tax department valid for the Tax year 2021-2022, GST Registration details and GST Verification Certificate valid for the current period.

#### **EVIDENCE TO BE PRODUCED**

- i. Saral submitted to in I.T. department from the income tax assessment year 2021-2022.
- ii. Attested Copy of Registration Certificate showing the GST Number assigned by the Commercial Tax Department issued by the competent State / Central Commercial Tax Department Officials.

- iii. Attested Photocopy of the Sales Tax Verification Certificate issued by competent State / Central Commercial Tax Department Officials.
- 1 (e) The Applicant should furnish the details of major building works and other civil works completed during the past **"FIVE"** years.

**EVIDENCE TO BE PRODUCED**

List of major building works and other Civil Engineering Construction works completed in the past Five years with full and complete details such as

- (i) Name of work
- (ii) Value of work
- (iii) Name of Employer
- (iv) Agreement Number,
- (v) Period of completion as stipulated in the agreement
- (vi) Certificate issued by the competent authority.

**Details furnished without supporting certificates will not be considered.**

2. The applicant should have satisfactory completed atleast one "BUILDING" work value not less than Rs.241.40 Lakhs (Rupees Two hundred and forty one lakhs and Forty thousand only) under a single agreement in any one of the past "FIVE" years. For this purpose buildings like industrial shed, work shop will not be considered.

**EVIDENCE TO BE PRODUCED**

(i) Certificate issued by the Engineer – In – charge (Not below the rank of Executive Engineer / Project Engineer) of the work clearly showing the following details.

- a) Name of work
- b) Location of the work ( Town / Taluk / State )
- c) Name and Designation of the Employer / Owner
- d) Value of work ( as per agreement )
- e) Agreement Number

3. Annual turn over of the applicant shall not be less than Rs.**482.80**Lakhs (Rupees Six hundred and seventy four Lakh only) in any one of the past "FIVE" years.

**EVIDENCE TO BE PRODUCED**

- (i) Audited Balance sheet, Profit and Loss Account etc., duly certified by the chartered accountant for the past "FIVE" years.
- (ii) The total contract amount received as shown in the Balance sheets should have been reflected in the GST Clearance Certificate also. In case there is difference in the contract amount received as depicted in the balance sheets and as furnished in the GST Clearance Certificate, lesser among the two figures alone will be taken for consideration.

4. The applicant should have a minimum issued and called up share capital plus capital reserves equal to atleast 20 % of the value of work for which qualification tenders and price tender have been called for. (In this case 20 % value of the work is **Rs. 96.56 lakh** (Rupees Nighy Six lakhs and Fifty six thousand only)

#### **EVIDENCE TO BE PRODUCED**

- (i) Audited Balance sheet for the past " **FIVE** " years duly certified by the Chartered accountant.
- (ii) The amount indicated in the Audited Balance Sheets.
- |   |   |
|---|---|
| a) Paid up share capital  | } In the case of Private / Public<br>Limited Company. |
| b) Called up and subscribed share capital   |   |
| c) Partner's Capital Account in the case of Partnership Firm  |   |
| d) Individuals Capital Account in the case of Individual Contractors  |   |
| And   |   |
| e) Reserves and Surplus available in capital account alone will be taken as amount available as paid up share capital / called up share capital |   |

5. The applicant shall have working capital available at least sufficient to finance One – month current activity on the assumption that this work is awarded to the applicant on being qualified.

#### **DEFINITION**

- a) Working capital means the amount available in the Bank Accounts of the applicant on the date of submission of application plus the unutilised amount of over draft / credit facility extended to the applicant by the Natioinalised / Scheduled Banks.
- b) One month current activity means, the sum total of the value of the unfinished portion of the work already committed by the applicant and being executed by the applicant (out standing value) divided by the balance period available for completion of each of the committed works under execution plus the value of the work for which qualification schedule and price tender is called for divided by the number of months stipulated for completion.
- c) Certificate issued by Bank / Banks showing the amount available (on the date of submission of application) in the current Account / Savings Bank Account of the applicant.
- d) Certificate issued by the Bank / Banks showing the limit upto which over draft / Credit facilities is extended to the applicant and the overdraft / credit facility availed by the applicant upto date and the unutilized over draft / credit facility available.

#### **NOTE:**

Fixed deposits in the name of applicant will also be considered for the purpose of working capital on production of certificate issued by the Respective Banks clearly stating that the fixed deposits are available in the name of Applicant and the same are "Encumbrance free" and can be readily "Encashable".

6. The applicant should not have any of his contracts terminated / rescinded due to breach of contract on the part of the applicant during the past "FIVE" years by any agency.

### **EVIDENCE TO BE PRODUCED**

- i) Sworn in Affidavit duly certified by Notary Public, is to be produced (specimen appended) in twenty rupee Non – Judicial stamp paper.

7. The Applicant shall have a Project Manager together with site Engineers with (B.E. Civil) Degree or Diploma (in Civil Engineering) holders with minimum field experience noted against each, available as given below, exclusively for this work.

- |                    |   |
|--------------------|---|
| 1. Project Manager | : 1No – (One Number) - Degree in Civil Engineering with atleast Ten Years Experience in executing similar works.  |
| 2. Site Engineers  | : a) 1 No - (One Number) - Degree in Civil Engineering with atleast five years experience.<br>: b) 3 Nos – (Three Numbers) - Diploma in Civil Engineering with atleast five Years experience. |

### **DOCUMENTS TO BE PRODUCED**

- i) List of Technically Qualified personnel under permanent / regular employment available with the applicant with details such as (a) Name (b) Qualification (c) Total Experience (d) Under Regular Employment with the applicant since..... (e) Emoluments paid etc.
- ii) List of Technical Personnel to be deployed for this work along with their willingness attested xerox copy of the testimonials in support of the Technical Qualification of the personnel to be deployed.
- iii) If required number of Technical Personnel is not under Regular Employment of the applicant, Names, Qualification, Experience etc., of the Technical Personnel to be employed for this work along with their willingness and xerox copy of the testimonials in support of these qualifications of the Technical Personnel proposed to be employed exclusively for the work, should be furnished.

8. The applicant shall have the following minimum construction equipments, Tools and Plants exclusively available for this work. (Either own or under lease with the applicant).

- |  |  |
|--|--|
| 1. Concrete Mixer with Hopper                    | : 2 Nos (Two numbers)                  |
| 2. Vibrators                                     | : 2 Nos (Two numbers)                  |
| 3. Dewatering pumps                              | : 1 No (One number)                    |
| 4. Lorry / Tipper                                | : 4 Nos (Four numbers)                 |
| 5. Steel centering materials to cover an area of | : 600 sq. m (Six Hundred square metre) |
| 6. Mechanical Spray set for curing               | : 1 No. (One number)                   |
| 7. Mechanical hoist                              | : 1 No. (One number)                   |

## **DOCUMENTS TO BE PRODUCED**

Xerox copy of the R.C. books for the Machineries / Vehicles owned by the applicant.

- (i) Sworn in Affidavit and Chartered Accountant's Certificate stating the details of equipments, Tools and Plants available with the applicant with make, year of purchase, capacity, present working condition of the equipment etc.,
- (ii) If the Tools and Plants are proposed to be taken on lease or already on lease with the applicant, the source from which the T & P have been taken on lease with proof should be furnished in addition to the particulars in item (ii).

### **NOTE :**

1. If any of the information furnished by the applicant is found to be concealed or false, at a later date, the contract will be terminated forthwith without prejudice to the rights thereon, consequent on termination and the contractor will be banned from business dealings.
2. All the documentary evidences should be stitched (**Spiral Binding should be avoided**) neatly and the pages should be serially numbered. Index of the Documents produced should be prepared and Reference to page number of the documents produced should be furnished in the Index.
3. The Qualification evaluation will be done on a PASS or FAIL basis against each of the above Criteria.
4. The evaluation will be done only based on the information, evidence, documents, records, particulars furnished by the applicant and hence the applicants are advised to furnish adequate and relevant information along with requisite documentary evidences without omission.
5. As far as possible, details shall be furnished in the schedules appended to this application. If the space left is found insufficient additional sheets may be attached to the schedules.
6. Photographs of the building works completed by the applicants may be pasted in thick white paper and produced along with the documents.
7. Brochures, Pamphlets etc., shall also be stitched along with the documents volume.
8. All applicants are cautioned that the Qualification Application containing any deviation from the contractual terms and conditions, specification or other requirements will be rejected as non – responsive and low performance reliability.

## **III. METHODS OF TENDERING**

- (i) If the Qualification Application is made by an individual, it should be signed by the individual with his full name and his current address.
- (ii) If the Qualification Application is made by a sole Proprietary Firm, it shall be signed by the Proprietor along with his full name and full name of the Firm with it's current address. Document with regard to Registration as FIRM by the Registrar of Firms should be produced.

- (iii) If the Qualification Application is made by a FIRM in partnership, it shall be signed by all the partners of the Firm with their full names and current address or by a PARTNER authorised by the Firm ( either as per Articles of the Deed of Partnership or by Power of Attorney ) for signing in Tenders, Agreements etc., In which case, certified copy of the Registered Deed of Partnership along with the current address of all the partners and a certified Photocopy of the Registered Power of Attorney issued in favour of the Signatory, should be produced.
- (iv) If the Qualification Application is made by a "Limited Company" or a "Limited Corporation" it shall be signed by a duly authorised person holding the power of attorney for signing the application, in which case, the certified copy of the power of attorney shall accompany the application. Such limited company or Corporation shall also furnish satisfactory evidence of its existence along with the Pre – Qualification Application.
- (v) **Qualification applications from joint ventures are not acceptable.**
- (vi) All the Signatures in the Pre – Qualification Application and all the Signatures in the Documents produced, **shall be dated.**
- (vii) All the originals of the documentary evidences produced shall be produced, if asked for, for verification at the time of opening of **Pre – Qualification** tender or subsequently.

#### **IV. OPENING OF PRE – QUALIFICATION APPLICATION**

- (i) Qualification Application received in sealed cover upto 15.00 hours on **12.04.2022** will be opened on the same day at 15.30 hours by the Executive Officer, Kurinjipadi Town Panchayat in the presence of the Applicants or their authorized representative (who should produce the authorization issued by the Firm / Company) who choose to be present.
- (ii) The Qualification Tender and price tender received belatedly on account of any reasons whatsoever, will not be opened or considered and will be returned unopened to the applicant.
- (iii) Telegraphic Applications will not be entertained.
- (iv) The Qualification Tender cover received will be opened and evaluated on a **PASS or FAIL** basis against each of the above **Criteria**.
- (v) The date of opening of Price tender will be notified to the qualified applicants after evaluation of qualification Schedule well in advance.

#### **V. Tender Evaluation**

Out of the tenders found to be substantially responsive after the initial examination,

- 1) The tenderers who has bid the lowest evaluated price in accordance with the evaluation criteria or the tenderers scoring the highest on the evaluation criteria specified as the case may be shall be determined.
- 2) In determining the lowest evaluated price, the following factors shall be considered, namely:-



- (a) The quoted price shall be corrected for arithmetical errors;
- (b) In cases of discrepancy between the prices quoted in words and in figures, lower of the two shall be considered;
- (c) Adjustments to the price quoted shall be made for deviations in the commercial conditions such as the delivery schedules and minor variations in the payment terms which are quantifiable but deemed to be non-material in the context of the particular tender;

Dated Signature of applicant with seal.

**The Executive Officer  
Kurinjipadi Town Panchayat**

**SCHEDULE "1"**  
**INFORMATION REGARDING CURRENT LITIGATION / DEBARRING / EXPELLING OF**  
**APPLICANT OR ABANDONMENT OF WORK BY THE APPLICANT**

1. (a) Is the Applicant currently involved in any Arbitration / litigation relating to the contract works.      Yes / No

(b) If Yes, Details thereon

2. (a) Has the Applicant or any of its constituent partners been Debarred / Expelled by any agency during the last " **FIVE** " years Yes / No

(b) If Yes, Details thereon

3. (a) Has the Applicant or any of its constituent Partners failed to complete, any contract work during the past " **FIVE** " years Yes / No

(b) If Yes, give details thereon

Dated & Signature of Applicant with Seal

**Note :-** If any information in this Schedule is found to be incorrect or concealed, the Pre – Qualification application will be summarily rejected.

**SCHEDULE "2"**

**AFFIDAVIT**

**( To be furnished in Twenty Rupees Non – Judicial Stamp paper duly certified by  
Notary public )**

1. I/WE the undersigned solemnly declare that all the statements made in the documents records etc., attached with this application are true and correct to the best of my knowledge.
2. I/WE, the undersigned do hereby certify that neither our firm / company nor any of it's constituent partners have abandoned any work / works of similar nature and magnitude in India, during the last "FIVE" years.
3. I/WE, the undersigned do hereby certify that any of the contracts awarded to me / us has not been terminated rescinded, due to breach of contract on my / our part, during the past "**FIVE**" years.
4. I/WE, the undersigned authorise and request any bank / person / firm / Town Panchayat / Government departments to furnish pertinent information deemed necessary and requested by the Executive Officer Kurinjipadi Town Panchayat to verify the statements made by me / us or to assess my / our competence and general reputation.
5. I/WE, the undersigned, understand that further qualifying information / clarification on the statements made by me / us may be requested by the Assistant Executive Engineer, Dindigul District and agrees to furnish such information / clarification within "SEVEN" days from the date of receipt of such request from the Executive Officer, Kurinjipadi Town Panchayat.

Dated Signature of Applicant with Seal.

(To be signed by the officer authorised by the Firm / company to sign on behalf of the Firm / Company with Company's Seal)

Note :- In case of sole proprietary concern, affidavit should be signed only by the sole proprietor.

(Title of the Firm / Company)

(Date)

The above named deponent has understood the contents well and solemnly and sincerely declared and affirmed by the deponent in my presence at

And signed before me on this day of

( Seal )

(Signature of the Notary public)

### **SCHEDULE "3"**

### **UNDERTAKING**

( Under taking should be furnished in Twenty Rupees Non – Judicial Stamp paper with the Pre – Qualification Application and certified by the Notary public )

I / We \_\_\_\_\_ the applicant do hereby undertake that I / We will abide by the terms and conditions if any modified by the Government in the contract conditions subsequent to submission of Pre – Qualification Tender / Price Tender or Subsequent to execution of the agreement.

Place :

Date :

Signature of the applicant with Seal

The above named deponent has understood the contents well and solemnly and sincerely declared and affirmed by the deponent in my presence at \_\_\_\_\_ and signed before me  
on this day of \_\_\_\_\_

Place :

Date :

Signature of the applicant with Seal