

Part-I

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NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT  
GUJARAT REGIONAL OFFICE, AHMEDABAD

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Tender for

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Proposed

Renovation of Ground & First floor at NABARD Tower,  
Ahmedabad

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Name of the Tenderer

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Address

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Date of Opening

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**GENERAL MANAGER**

**CHIEF**

ÀãÓ·Èãè¼ã †ãðŠãäÓã ,ããõÀ ØãÆã½ããè¥ã äãìã†ãŠãÔã  
°ãö†ãŠ NATIONAL BANK FOR AGRICULTURE

DEVELOPMENT

AND

RURAL

NABARD Tower

Usmanpura

Ahmedabad - 380013

Opp.

Municipal

Garden,

Ahmedabad - 380013

## NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT NOTICE INVITING TENDER

Dear Sir,

**SUB:** Renovation of Ground & First floor at NABARD Tower, Usmanpura, Ahmedabad

1. Tenders are invited from interested parties for the captioned work. The estimated cost of the work is Rs 10.00 lakh approx.
2. Annual turnover of the firm submitting tender should not be less than Rs. 30.00 lakh.
3. The firm submitting tender should have at least three years experience of similar works and should have successfully completed at least two similar jobs with value of each such job not less than Rs. 5.00 lakh and one job with value more than 8.00 lakh. Documents indicating the work done should be submitted in support of the claim.
4. Tender Forms will be available from the Estate Department, National Bank for Agriculture and Rural Development, 2<sup>nd</sup> Floor, Estate Department, NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabad – 380013 (Telephone : 27551478, 9427109780, 9427109781), from **15 June 2010 to 29 June 2010**, on payment of Rs. 500/- (Rupees Five Hundred only) **towards cost of application** by Pay order drawn on any Nationalised/Scheduled Bank payable at Ahmedabad drawn in favour of National Bank for Agriculture and Rural Development. The tender documents may also be downloaded from the NABARD web site **www.nabard.org**. Those who down load the tender documents from the web site will be required to submit a DD of Rs. 500/- (Rupees Five Hundred only) as the cost of the tender paper. **The sum of Rs. 500/- towards cost of application is not refundable. No other form of payment will be accepted.**
5. The sealed tender in the prescribed tender form in **two separate envelopes** as per details furnished below should be addressed to Chief General Manager, National Bank For Agriculture and Rural Development, NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabad – 380013 and super scribed as "**Renovation of Ground & First floor at NABARD Tower, Usmanpura, Ahmedabad**" and should reach not later than **15.00 Hrs on 30 June 2010**.
6. As stated above the tender should be submitted in two separate envelopes, **Envelope No. 1** containing documents in support of the experience and financial status which should be superscribed as "Criteria" stipulated at condition No.2 & 3 above and the other i.e **Envelop No.2( Price bid)** superscribed "**Renovation of Ground & First floor at NABARD Tower, Usmanpura, Ahmedabad- Tender**" shall contain Volume - II of the tender booklet and separate BOQ or

Price bids (in duplicate) duly filled , signed & complete in all respects. (Any conditions mentioned in envelope shall not be taken into consideration for evaluation of the tender).

7. **Envelop No.1** shall also contain a DD for a sum of Rs. 500/- **towards Cost of application**, if downloaded from web site and Earnest Money Deposit of Rs. 20,000/- in the form of Pay order drawn on any Nationalised/Scheduled Bank payable at Ahmedabad drawn in favour of National Bank for Agriculture and Rural Development along with duly filled, signed & complete in all respects (Volume -I) Tender document.

8. The envelopes (No.1) containing Pre-qualification Criteria will be opened first (on **30 June 2010 at 15.30 Hrs** at the above address in the presence of the tenderers or their authorised representatives who choose to be present ). **Envelope no. 2 (Price bid) shall be opened only in respect of those tenderers who have complied with the requirements as laid down in Envelope no. 1/ Vol I. Opening of envelope no. 2 shall be done on the same day and at the same Venue .**

9. Further, the following details need compulsorily to be attached herewith the tender document in envelope I :

- Details of solvency certificate from the bank with their name and address.
- Details of clients with their names of work, year of execution, cost and authority under whom work was executed with their postal address, telephone/mobile and other documentary evidence of experience.

10. The tenderer will have to quote for all the sections included in the tender documents. NABARD reserves the right to accept or reject any tender either in whole, or in part without assigning any reasons for doing so and do not bound itself to accept the lowest or any tender.

11. NABARD also reserves **the** right to negotiate or partly accept any or all the tenders received without assigning any reasons thereof. The tenderer may have to furnish Rate Analysis for the scrutiny of rates by NABARD for negotiation etc., if required. Tenders, which do not fulfil all or any of the above conditions and conditions mentioned in the tender documents or are incomplete in any respect are liable to be rejected. Any discrepancies, omissions, ambiguities in the tender documents or any doubt as to their meaning should be reported in writing to the Chief General Manager, National Bank For Agriculture and Rural Development, NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabad – 380013 who will review the questions and where information sought is not clearly indicated or specified. NABARD will issue clarifications to all the tenderers, which will become part of the contract document. NABARD will not be responsible if the discrepancies, omissions, ambiguities in the tender documents or any doubts as to their meaning are not brought to the notice of NABARD, before three working days prior to the date of submission of the tender.

**12. The Tenderers may please note this.** NABARD also reserves the right to divide and distribute the work to more than one contractor. In such cases the decision will be solely at the discretion of NABARD including that of assignment of works.

13. You are advised to ensure strict observance of commercial aspect of this tender and also of the following points:-

- a. Time of Completion- **30 days** from the 10<sup>th</sup> day of issue of letter of acceptance of tender.
- b. Submission of detailed Bar Chart indicating your scheduled programme for all major activities. This bar chart will be referred to during the progress of the work to establish periodical landmarks of achievement of scheduled progress. In case of deviations of work revised Bar Chart, based on revised scope of work to be submitted by the contractor.

- c. The onus of Co-operation with other contractors for any disciplines in services lie on the tenderer.
- d. It may please be noted that all documents that comprise the tender documents should be signed and sealed by the tenderer.
- e. No part of the bill of quantities including specifications should be deleted.
- f. Validity of offer : 90 days from the date of opening of price bids.
- g. Liquidated Damages : 0.25 % of the accepted tender value per week or part of the week subject to maximum of 5% of tender value.
- h. Defects liability Period : 12 months from the date of virtual completion, as certified by NABARD.

14. You are also requested to clarify the queries and doubts, if any regarding specifications and satisfy yourself before quoting the rate

15. The successful tenderer will enter into agreement with NABARD as per the standard format within 10 days on receipt of Letter of Acceptance of tender from NABARD

This Notice Inviting Tender (NIT) shall also form part of the Tender Documents and in case of any discrepancy the English version of the NIT will be final.

**Instructions to the Applicants for furnishing  
information as a part of pre-qualification**

1. Intending Applicants are required to submit their full bio-data giving details about their organisation, experience, technical personnel in their organisation, space capacity, competence and adequate evidence of their financial standing, etc. in the enclosed form which will be kept confidential.
2. While deciding upon the selection of contractors great emphasis will be given on the ability and competence of applicants to do good quality works within the specified time schedule and in close co-ordination with other agencies, besides the rate structure of the items. Also, emphasis will be given to the applicants who have executed majority of the works in and around Ahmedabad and who have their working Office in Ahmedabad
3. Decision of the Bank in regard to selection of contractors for issue of tender forms will be final. The Bank is not bound to assign any reason therefor.
4. Each page of the application shall be signed. The application shall be signed by person/persons on behalf of the organisation having necessary authorisation/Power of Attorney to do so.
5. If the space in the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper stating therein the part of the proforma and serial number. Separate sheets shall be used for each part.
6. Any letter or document accompanying the pre-qualification form shall be submitted in duplicate.
7. Applications containing false and/or inadequate information are liable for rejection.
8. While filling up the application with regard to the list of important projects completed or on hand, the applicants shall only include those works which individually cost not less than Rs.5.00 lakh.
9. Clarifications if any required may be obtained from the Estate Department, National Bank For Agriculture and Rural Development, NABARD Tower, Opp. Municipal Garden, Usmanpura, Ahmedabad – 380013.

Signature of the Applicant  
Address and Telephone No.

# NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

## APPLICATION FORM

Sr.No	Description	Information to be filled up by the Applicants
1	Name of the Applicant/Organisation and address of the Registered Office	
2	Year of establishment	
3	Type of the Organisation (whether Sole Proprietorship, Partnership, Private Limited or Co-operative body, etc.)	
4	Name of the Proprietor/Partner/Directors of the Organisation/Firm:	
	(a)	
	(b)	
	(c)	
5	Details of Registration - Whether Partnership firm, Company, etc. Name of Registering Authority, Date and Registration Number	
6	Whether registered with Government/Semi-Government/Municipal Authorities or any other Public Organisation and if so, in which class and since when?	
7	Experience in the field of Building Construction	
8	Address of office with contact persons and designation	
9	Adequate and satisfactory evidence to indicate financial capacity of the Organisation (Income-tax clearance certificate should be attached)	
10	Yearly turn-over of the Organisation during last five years (Rs.)	
11	Ability to provide Bank Guarantee or other equivalent form of security from a Scheduled Bank (Rs.)	
12	Number of supplementary sheets attached	
13	Whether any litigation is arisen in the contracts :	



Sr.

Sr. No. (1)	Name of the project and Employer (2)	Nature of work (3)	Work Order No. and date (4)	Present stage of work (5)	Value of contract (Rs) (6)	Brief details of litigation (7)

**Signature of the Applicant**