

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

NOTICE INVITING TENDER

Alteration and improvement Works in three residential flats at NABARD Gram, Channi Rama, Jammu .

Dear Sir,

1. National Bank for Agriculture and Rural Development (NABARD) having their Regional Office at B-2, 4TH FLOOR, SOUTH BLOCK, BAHU PLAZA COMPLEX, JAMMU is desirous to execute alteration and improvement Works in three residential flats at NABARD Gram, Channi Rama, Jammu. The estimated cost of work is about Rs.10 Lakh.

2. Sealed tenders are invited from contractors having over 5 years experience in executing similar interior works and having completed minimum two works of similar nature and size costing ₹10 Lakh and above during the last 5 years ended 30 November, 2010, in the Prescribed Form which can be obtained between 10.30 a.m. to 03.30. p.m. from Monday to Friday, from the

**THE CHIEF GENERAL MANAGER
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
JAMMU AND KASHMIR REGIONAL OFFICE,
B -2, 4TH FLOOR, SOUTH BLOCK
BAHU PLAZA COMPLEX, JAMMU**

from 20.12.2010 to 03.01.2011 on payment of ₹500/- (Rupees Five Hundred only) towards cost of application by Pay order/DD drawn on any Nationalised/Scheduled Bank payable at Jammu 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 download the tender documents from the web site will be required to submit a Pay order/DD of ₹500/- (Rupees Five Hundred only) as the cost of the tender paper along with tender. The sum of ₹500/- towards cost of application is not refundable. No other form of payment will be accepted.

3. Annual turnover of the firm submitting tender should not be less than Rs. 30.00 lakh.

4. The sealed tender in the prescribed tender form in two separate envelopes as per details furnished below should be addressed to

THE CHIEF GENERAL MANAGER, NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT , JAMMU AND KASHMIR REGIONAL OFFICE, B -2, 4TH FLOOR, SOUTH BLOCK ,BAHU PLAZA COMPLEX, JAMMU and super scribed as "Alteration and improvement Works in three residential flats at NABARD Gram, Channi Rama, Jammu" and should reach not later than 15.00 Hrs on 03 January 2011.

5. 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 as per technical bid of tender document which should be superscribed as "**APPLICATION FOR TECHNICAL BID OF CONTRACTORS**" and the other i.e Envelop No.2 (Price bid) superscribed "**Financial Bid : Alteration and improvement Works in three residential flats at NABARD Gram, Channi Rama, Jammu**" shall contain duly signed documents as per Financial bid 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).

6. Envelop No.1 shall also contain a Pay order/DD for a sum of ₹500/- towards Cost of application, if downloaded from web site and Earnest Money Deposit of ₹10,000/- in the form of Pay order/DD drawn on any Nationalised/Scheduled Bank payable at Jammu drawn in favour of National Bank for Agriculture and Rural Development along with duly filled, signed & complete in all respects (Technical bid) Tender document.

7. The envelopes (No.1) containing Technical bids will be opened first on 03 January 2011 at 15.30 Hrs at the above address in the presence of the tenderers or their authorized representatives who choose to be present. Envelope no. 2 (Financial bid) shall be opened only in respect of those tenderers who have complied with the requirements as laid down in Envelope no. 1. Opening of envelope no. 2 shall be done on the same day and at the same Venue . NABARD reserves the right to accept or reject any tender, either in whole or in part without assigning any reasons for doing so and does not bind to accept the lowest or any tender. NABARD also reserves the right to negotiate or partly accept any tender or all tenders received without assigning any reasons thereof.

8. The tenderers are advised to visit the site, conduct survey of the existing conditions so as to familiarise themselves with the nature of works to be carried out and get all clarifications as necessary from NABARD before quoting their rates.

9. The tenderers are advised to quote reasonable rates based on the market prices of materials and prevailing labour charges etc. during the contract period.

10. The tenderer may have to furnish Rate Analysis for the scrutiny of rates by NABARD, if required.

11. Tenders which do not fulfill all or any of the NABARD's conditions or are incomplete in any respect and tenders with the tenderer's own conditions are liable to be rejected.

12. Any discrepancies, omissions, ambiguities, in the tender documents, if any, or any doubt as to their meaning should be reported in writing to the Chief General Manager, National Bank for Agriculture and Rural Development, **JAMMU AND KASHMIR REGIONAL OFFICE, JAMMU**, who will review the questions and information sought if not clearly indicated or specified, NABARD will issue clarifications to all the tenderers which will become the 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.

13. NABARD also reserves the right to divide and distribute the work to more than one Contractor at its sole discretion.

14. The tenderers are advised to ensure strict observance of commercial aspects as indicated in the Tender Document.

15. The tenderer shall enclose a Demand Draft/Pay order amounting to ₹10000/- (Rupees ten thousand only) drawn on any Bank payable at Jammu in favour of National Bank for Agriculture and Rural Development towards Earnest Money Deposit (EMD), failing which tender shall be rejected and the EMD will not bear any interest. The successful tenderer will be issued with Acceptance of Tender/ Work Order from NABARD and should commence the work at short notice.

16. This Notice Inviting Tender (NIT) shall also form part of the tender document.

17. This is issued in Hindi also. The English version shall be valid in case of Discrepancy.

Yours faithfully

(Satpal Bhagtiar)
Asstt. Gen. Manager

Enclosed : Tender documents and BOQ

'ON FIRM'S LETTER HEAD'

SUB : PREQUALIFICATION OF CONTRACTORS.

TO,

**THE CHIEF GENERAL MANAGER
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
JAMMU AND KASHMIR REGIONAL OFFICE,
B -2, 4TH FLOOR, SOUTH BLOCK
BAHU PLAZA COMPLEX, JAMMU**

Dear Sir,

I / We have read and understood the Prequalification of Contractors Notice and Instruction to the Applicants. I / We do hereby declare that the information furnished in the Proforma from Pages 8 to 10 and in the Supplementary Sheets from Pages _____ to _____ is correct to the best of my / our knowledge and belief.

Yours Faithfully,

Signature : _____

Name : _____

Designation : _____

Address : _____

Seal :

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

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 Organization, Experience, Technical Personnel in their Organization, Spare 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.
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 the person / persons on behalf of the Organization 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 Prequalification 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 similar projects completed or on hand, the Applications shall only include those works which are costing ₹10 lakh and above.
9. Clarification, if any, required may be obtained from the

**THE CHIEF GENERAL MANAGER
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT
JAMMU AND KASHMIR REGIONAL OFFICE,
B -2, 4TH FLOOR, SOUTH BLOCK
BAHU PLAZA COMPLEX, JAMMU.**

10. Superscribe the Envelope with the Heading "**APPLICATION FOR TECHNICAL BID OF CONTRACTORS**".
11. Duly filled-in Application may be submitted in person at the Address given in Clause (9) above before 15.00 hours on 03.1.2011.

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

PART-II CONSTRUCTION CAPABILITY AND PREVIOUS EXPERIENCE

(a) LIST OF IMPORTANT PROJECTS EXECUTED AND ON HAND COSTING RS.10 LAKHS AND ABOVE.

SR. NO.	NAME OF THE WORK AND LOCATION	NATURE OF WORK INVOLVED IN THE CONTRACT	NAME AND FULL POSTAL ADDRESS OF THE ORGANISATION/INSTITUTION AND ARCHITECT. ALSO INDICATE WHETHER GOVERNMENT OR SEMI GOVERNMENT OR PRIVATE BODY	CONTRACT AMOUNT (₹)
(1)	(2)	(3)	(4)	(5)

COMPLETION PERIOD			REASONS IF THE WORK IS DELAYED	ANY OTHER RELEVANT INFORMATION
STIPULATED YEAR MONTHS	DATE START	DATE OF COMPLETION		
(6)	(7)	(8)	(9)	(10)

NOTE :

1. ATTACH DOCUMENTARY EVIDENCE IN SUPPORT OF YOUR STATEMENT, SUCH AS WORK ORDERS / LETTER OF INTENT FROM CLIENTS / ARCHITECTS, ETC.
 2. INFORMATION HAS TO BE FILLED UP SPECIFICALLY IN THIS FORMAT.
- PLEASE DO NOT WRITE REMARKS, SUCH AS "AS INDICATED IN THE BROCHURE" ETC.

SIGNATURE OF THE APPLICANT WITH SEAL.

2.

REFERENCES :

Please give references with full Postal Address of 2 (Two) Persons (Engineers, Architects or Top Officials of an organization for whom you have executed Construction works of importance, who may be directly contacted by the Bank or by the Bank's Architects about the ability, competence or capability of your organization.)

Reference - 1	Reference - 2

(E) NUMBER OF SUPPLEMENTARY SHEETS ATTACHED FOR PART - II.

SIGNATURE OF THE APPLICANT WITH SEAL

NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT

PART-III TECHNICAL PERSONNEL AND SPECIAL EXPERIENCE

LIST OF TECHNICAL PERSONNEL, GIVING DETAILS ABOUT THEIR TECHNICAL, QULAIIFICATION, EXPERIENCE, INCLUDING THAT IN YOUR ESTABLISHMENT.

SR. NO.	NAME	AGE	QUALIFICATION	CONSTRUCTION EXPERIENCE
(1)	(2)	(3)	(4)	(5)

NATURE OF WORKS HANDLED	NAME OF THE PROJECTS HANDLED COSTING MORE THAN RS. 10 LAKH	DATE FROM WHICH EMPLOYED IN YOUR ORGANISATION
(6)	(7)	(8)

NOTE :

1. INDICATE OTHER POINTS, IF ANY, TO SHOW YOUR TECHNICAL AND MANAGERIAL COMPETENCY TO EMPHASIZE ANY IMPORTANT POINT IN YOUR FAVOUR.
2. NO. OF SUPPLEMENTARY SHEETS ATTACHED FOR PART-III.

SIGNATURE OF THE APPLICANT WITH SEAL