SCREENING/EMPANELMENT OF CONTRACTORS

Advance Tender Notice

Major Repair Works of 23 NABARD Officers Flats
Located at Modern Housing Complex, Manimjara Chandigarh

PROJECT ARCHITECT
CREATIVE CONSORTIUM
ARCHITECTS – ENGINEERS, MASTER PLANNER & CONSULTANS, INTERIOR
DESIGNERS & VALUERS

SCO: 55-56-57 (SF), Swastik Vihar, MDC, Sector-5, Panchkula – 134109

TEL: 0172-2556694, 5066615, M Ph. 09417256694, 09855536694, 09814011797
E-MAIL – creativeconsortium.india@gmail.com

Last date for submission of Sealed Advance Tender: 15.00 Hrs. (IST) on 25/03/2021
Opening of Advance Tender: 16.00 Hrs. (IST) on 25/03/2021

Chief General Manager,
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT,
HARYANA REGIONAL OFFICE,
PLOT No. 03, SECTOR- 34 A, CHANDIGARH - 160022
NATIONAL BANK FOR AGRICULTURE AND RURAL DEVELOPMENT,
HARYANA REGIONAL OFFICE,
PLOT No. 03, SECTOR- 34 A, CHANDIGARH - 160022

Name of the Contractor to whom issued or who has downloaded from website:

__________________________________________

Address:________________________________________________________________________

________________________________________________________________________

PROJECT ARCHITECT
CREATIVE CONSORTIUM
ARCHITECTS – ENGINEERS, MASTER PLANNER & CONSULTANTS, INTERIOR
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Chief General Manager,
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HARYANA REGIONAL OFFICE,
PLOT No. 03, SECTOR- 34 A, CHANDIGARH - 160022
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ADVANCE TENDER NOTICE FOR EMPANELMENT OF CONTRACTOR

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</table>
NOTICE INVITING ADVANCE TENDER
Ref. No. NB.HR.DPSP/2-194 / Major repairs-28/2020-21 Date: 03/03/2021
M/s_____________________

Dear Sirs,
APPLICATION/ADVANCE TENDER FOR EMPANELMENT OF CONTRACTORS FOR MAJOR REPAIR WORKS OF 23 nos. NABARD OFFICERS FLATS LOCATED AT MODERN HOUSING COMPLEX (MHC), MANIMAJRA, CHANDIGARH

1. National Bank for Agriculture and Rural Development (NABARD) invites application/advance tender for empanelment of contractors for major repair works including civil, electrical, water supply and sanitary installation works for the captioned flats at various floor and in different blocks of MHC complex for an estimated cost of Rs. 395.00 lakhs. NABARD intends to undertake the captioned work and completion period will be 08 months. You are requested to submit your offer/application in sealed envelope for the aforesaid work as per the attached proforma/documents.

2. Tender documents consisting of Pro-forma of detailed plans, technical specification, schedule of quantities of the various classes of work, will be issued to empanelled/shortlisted agencies only. Hence, any agency interested to undertake this work, has to apply for the shortlisting/empanelment.

3. Sealed offer in one sealed Envelopes should be addressed to Chief General Manager, NABARD, Haryana RO, Chandigarh super scribed “Application/Advance Tender for Empanelment of Contractors/Agency for Major Repair Works of 23 nos. NABARD Officers Flats located at Modern Housing Complex (MHC), Manimajra, Chandigarh. The tender should be submitted or reached to us not later than 15.00 hrs. on the 25th March 2021.

4. NABARD reserves the right to accept or reject any/all tender/s in part or whole of any firm/firms without assigning any reasons for doing so.

5. The application format may be downloaded from the NABARD website https://www.nabard.org or from Central Public Procurement Portal https://eprocure.gov.in.

Yours faithfully,

(Malkit Singh)
General Manager
NABARD
HARYANA RO, CHANDIGARH

Encl: Application format, PQ, Instructions, Part I, II & III.
FORM OF APPLICATION/ADVANCE TENDER
(to be submitted on Contractor's own letterhead)

Ref. No. Date:

Chief General Manager
National Bank for Agriculture and Rural Development
Haryana Regional Office,
Chandigarh - 160022

Dear Sir,

APPLICATION/ADVANCE TENDER FOR EMPANELMENT OF CONTRACTORS FOR MAJOR REPAIR WORKS OF 23 nos. NABARD OFFICERS FLATS LOCATED AT MODERN HOUSING COMPLEX (MHC), MANIMAJRA, CHANDIGARH

1. With reference to your advertisement in the Newspaper on / 2/2021 for the application/advance tender for the Empanelment of Contractors/agency, I am / We are pleased to offer myself/ourselves to be empaneled for captioned work in your organization.
2. I am / We are already registered with " " (write one/two names of Govt./Semi Govt. / Govt. Undertakings/Autonomous bodies/Bank/Reputed Private organisation with which the Applicant is registered ) under class/ category ______. All the desired information, documents and certificates as required by you, are enclosed herewith in the prescribed proforma for your perusal.
3. I / We have read and understood the Empanelment Notice and Instructions/conditions appearing in the application format and I/We understand that if any false information is detected at a later stage, any future contact made between me/ourselves and NABARD, on the basis of the information given by me/us, will be treated as invalid by NABARD.
4. I/We agree that the decision of NABARD, Haryana RO, Chandigarh in selection/shortlisting/empanelment will be final and binding on me/us.
5. All the required information have been furnished along with this application and attached as Annexures.
6. I/We also agree that I/We have no objection if enquiries are made about the works listed by me/us in the accompanying sheets (Part I, II & III) as well as for any other additional inquiry/documents sought by NABARD on mine/our submitted documents.
7. I/WE, therefore, request you to kindly do the needful to empanel me/us for the captioned work.

Thanking you

Yours faithfully,

(Signature of Authorised person on behalf of firm/agency/contractor)

Attachments – Filled Application alongwith Part I, II & III
PRE-QUALIFICATION (PQ) CRITERIA

1. The interested tenderer/agency should have at least 07 experience (till 28/02/2021) of working with nature of works as briefly mentioned below:

A) Civil Interior Works: (1) New partition walls made of brickwork, wooden (2) Dismantling of existing brick wall, floor, removal of chowkhat/frames, old windows, doors, pelmets, almirah shutters/frames etc. (3) Making of new openings, fixing of new wooden frames/door shutters, uPVC windows, wooden windows, modular kitchen and associated work (4) Fixing of new floor tiles/marble/granite, wall tiles etc. (5) Waterproofing works with 10 year guarantee (6) All types of plumbing, sanitary works in the residential including supply of plumbing and sanitary materials for residential flats etc.

B) Internal Electrical works: (1) Installation, testing, commissioning of all electrical low tension (LT) works (2) Electrical control panel, wiring, conduiting, trunking etc. (3) Installation of fitting and fixture, chandelier, switches, MCB's (6) Maintenance and repair of earthing system

2. The Contractors who are registered with any Govt. / Semi-Govt. / Govt. Undertakings / Autonomous bodies / Reputed Private Sector Institutions / Housing Societies etc. and having experience of executing above types of works under a single contract may apply with detailed certificates/credentials.

3. The contractor/agency/firm has experience in undertaking similar works and who fulfill the following criteria are eligible for empanellment:
   - Should have carried out minimum 1 similar work during last 3 years (ending 31.03.2020) with single work order value not less than Rs. 316.00 lakhs.
     OR
   - Should have carried out minimum 2 similar works during last 3 years (ending 31.03.2020) with work order/contract value (individually) not less than Rs. 198.00 lakhs each.
     OR
   - Should have carried out minimum 3 similar works during last 3 years (ending 31.03.2020) with work order/contract value (individually) not less than Rs. 158.00 lakhs each.

4. The tenderers/applicant should have at least Annual Turn Over of Rs. 120.00 lakhs during the last three years ending 31 March 2020 supported with copies of audited balance sheets or a registered Chartered Accountant certified statement of accounts.

5. The tenderers should have applicable Tax registrations (Service Tax, PAN, TIN, TAN, VAT, CST etc)

6. Tenderers should have a current/savings bank account with a scheduled commercial bank/Regional Rural Bank/Cooperative bank.
Instructions/Conditions to the Applicants for applying for pre-qualification/Screening/Empanelment for Major Repair Works of 23 NABARD Officers Flats, MHC, Manimajra, Chandigarh and furnishing the information

1. Intending applicants are required to submit the full bio-data giving details about their organization, experience, technical personnel in their organisation, spare capacity, competence and adequate evidence of their financial standing, etc. in the enclosed form/format which will be kept confidential.
2. While deciding upon the selection of Tenderers/agency/contractor, emphasis will be given on the ability and competence shown in good quality work executed to meet PQ criteria in accordance with the specifications and within the time schedule as mentioned in the attached performa.
3. Decision of the Bank in regard to selection/empanelment of contractor/agency/firm will be final. The bank is not bound to assign any reason thereof.
4. Each page of the application shall be stamped and signed by authorized signatory of the firm/agency/contractor as a token of acceptance or of self-certification. The authorized person shall have necessary authorization / power of attorney to do so.
5. If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper stated therein the part of the proforma and serial number of relevant row. Separate sheet shall be used for each part.
6. NABARD reserves the right to verify any or all the documents furnished by the Tenderers/applicant/agency/firm with any authorities. NABARD also reserves the right to cancel any or all the applications without assigning any reason thereof.
7. Applications containing false or inadequate information are liable for rejection and Bank reserves the right to blacklist those agencies. Any agency blacklisted /debarred by NABARD will be ineligible to participate in the tendering process.
8. Agency/contractor has to submit the two sets of documents relating to PQ criteria i.e. to be submitted in duplicate.
9. 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 the specified tender/work order amount for PQ criteria.
10. Clarifications regarding applying for empanelment, if any required, may be obtained from Deputy General Manager, NABARD, Haryana RO, Chandigarh by sending email to dpsp@nabard.org, ravinder.singh@nabard.org till 5 PM of 24th March, 2021
11. Applicant also agrees to appoint the resident engineer in Chandigarh/Mohali/Panchkula, if they do not have any local office in tri-city during the total execution period of the work.
12. No mobilization advance will be given by NABARD, so necessary financial resources will be mobilized by agency/contractors.
13. Rates for the Item Rate Tender will be quoted as per the stipulated technical specifications and in accordance with approved brands/make; decided by NABARD and after inspecting the flats. For non-branded items, the samples will be shown to contractors in the pre-bid meeting to ensure the minimum quality level of these items. Quoted rates will be inclusive of all taxes. Contractor shall ensure the desired quality in the work.
14. Interest free initial EMD (Earnest Money Deposit) amount of Rs. 50,000/- (however, ISD of 2% will be taken from successful bidder) and RMD (Retention Money Deposit) amount @ 5% of settled bill amount will be taken by NABARD during inviting tenders and execution of work. An amount of Rs. 2.00 lakhs will be retained for the additional two years after one year of defect liability period from RMD amount towards waterproofing work. Balance RMD will
be refunded after defect liability period. EMD will be adjusted towards RMD.

15. Validity of submitted tender will of 03 months. The work will be awarded on the basis of Least Cost System (LCS) and Integrity pact will be part of tender which will be issued subsequently after empanelment & on the payment of Rs. 1500/-.  
16. Contractor can raise an RA (Running Account) bill of amount more than Rs. 40.00 lakhs which will be settled in one month period from date of receipt of bill with necessary documents. The final bill (having value more than 10% of estimated cost of Rs. 395 lakhs) will be settled in 03 months period and contractor has to submit virtual completion certificate as well as "No Claim Certificate".
17. Contractor will carry out the repair work in the flats during the timings as stipulated by the local administration to ensure minimum inconvenience to other residents.
18. Contractor shall liaison with Chandigarh Housing Board (CHB) for paying the requisite fees whenever required. The necessary letter and draft/RTGS of the fees will be provided by NABARD.
19. All the disputes will be settled amicably or through arbitration as per Arbitration and Conciliation Act with amendments upto 2019.
20. Successful bidder has to give Indemnity Bond to NABARD.

Accepted all above conditions / instructions

Signature
( Name of the Applicant)

Address of Applicant

Date:
<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Particulars</th>
<th>Bidder's/Contractor Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the organization/ Firm and address of Registered office</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Year of Establishment</td>
<td></td>
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<td>3</td>
<td>Type of Organisation ( like Sole Proprietorship, Partnership, private limited company, Public limited company, co-operative society etc. )</td>
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<td>4</td>
<td>Name of the Proprietor/Partners/Directors in the organisation</td>
<td>1.</td>
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<td>2.</td>
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<td>3.</td>
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<td>5</td>
<td>Details of Registration</td>
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<tr>
<td>a)</td>
<td>Whether registered as partnership firm or company etc.</td>
<td>a)</td>
</tr>
<tr>
<td>b)</td>
<td>Name of Registering Authority</td>
<td>b)</td>
</tr>
<tr>
<td>c)</td>
<td>Registration No.</td>
<td>c)</td>
</tr>
<tr>
<td>d)</td>
<td>Date of Registration</td>
<td>d)</td>
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<tr>
<td>6</td>
<td>Whether registered/ empaneled for similar works with</td>
<td></td>
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<tr>
<td>a)</td>
<td>Government / Semi-Government / Municipal Authority / Public Organisation / reputed Private organisation / Bank / Autonomous bodies or housing society ( Yes/No)</td>
<td>a)</td>
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<tr>
<td>b)</td>
<td>If Yes, name of authority; and</td>
<td>b)</td>
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<tr>
<td>c)</td>
<td>Since When</td>
<td>c)</td>
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<td></td>
<td>Details of experience in the field of civil construction work</td>
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<tr>
<td>8</td>
<td>a) Areas of business activities, other than civil construction, if any, and</td>
<td></td>
</tr>
<tr>
<td></td>
<td>b) Place and address of such business</td>
<td>a)</td>
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<tr>
<td>9</td>
<td>a) Address of the office through which the proposed work of the bank will be handled; and</td>
<td></td>
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<td></td>
<td>b) Name and Designation of Officer-in-charge</td>
<td>a)</td>
</tr>
<tr>
<td>10</td>
<td>Adequate and satisfactory evidence to indicate financial capacity of the person/organisation to undertake the said construction work like Certificates from Clients on timely completion of high value work, copy of few RA bills raised of value more than 50 lakhs during last 2019-20 etc.</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Name and Full address of the Bank/Bankers, Bank Code, IFSC code, Type of Account &amp; Account no.</td>
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<td>12</td>
<td>Yearly turnover of the organization for the last 3 years ending 31st March 2020</td>
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<td>(Please, enclose copy of Audited Final Accounts in support.)</td>
<td>Year 2017-18</td>
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<td>2018-19</td>
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<td>2019-20</td>
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<td>13</td>
<td>a) Registered Office address and Telephone number of the bidder</td>
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<td></td>
<td>b) Office address through which the work will be handled in Tri-city Chandigarh, if any</td>
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*Details of factory and its location, machinery, technical personnel to be employed to be attached in separate sheet. (If any)
<p>| | |</p>
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<tr>
<td>14</td>
<td>Whether working with any of the Govt./Semi Govt. Undertaking/s etc. as approved contractors and if so, furnish details in Part II as per PQ criteria</td>
</tr>
<tr>
<td>15</td>
<td>Whether any technical personnel are employed in the organization and if so, give details of their experience, qualification etc. Part III</td>
</tr>
</tbody>
</table>
| 16 | a) Indicate if involved in any litigation, arbitration or any civil suits pending in any of the works executed during last 05 years/being executed.  
   b) If yes, please furnish the name of the project, employer, nature of work, work order and date, contract value, present stage of work and brief details of litigation. Attach a separate sheet if required. |
| 17 | Kindly mention if your firm/agency/company is blacklisted/ debarred by NABARD mention the relevant details |

Note- Please attach self-certified copies of the following documents:  
a) Latest Income Tax Clearance Certificate  
b) Audited Balance Sheets and Profit & Loss Account for the past three years

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Signature of the applicant  
( with seal )

Address:
PART – II

CONSTRUCTION CAPABILITY AND PREVIOUS EXPERIENCE

(a) LIST OF SIMILAR WORKS OF HIGHER VALUES EXECUTED BY THE FIRM DURING THE LAST 3 YEARS (Costing more than Rs. 158 lakhs as mentioned in the eligibility criteria)

* The Details of previous experience and work for NABARD in any of the centers may be separately provided. (in tabular form).

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the work &amp; location</th>
<th>Nature of work involved in the contract eg. Residential etc.</th>
<th>Name &amp; address of the owner &amp; architect</th>
<th>The name &amp; full address of the officer under whom the work was carried out. Also indicate whether Govt. or semi Govt. or Govt. of India undertaking</th>
<th>Contract Amount</th>
<th>Completion period stipulated</th>
<th>Completion period actual</th>
<th>Whether the work was left incomplete or contract was terminated from either side. Give full details.</th>
<th>Any other relevant information including reason, if any, for delay in completion of work</th>
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</table>

SIGNATURE OF THE APPLICANT
(WITH SEAL)

* Attach a separate sheet, if required.
(b) LIST OF IMPORTANT WORKS IN HAND
(Costing more than Rs. 158,00 lakhs as mentioned in the eligibility criteria)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of the work &amp; Location</th>
<th>Nature of work Involved in the contract (e.g. residential, offices, industrial etc.)</th>
<th>Name &amp; address of the owner &amp; architect.</th>
<th>The name &amp; full address of the officer under whom the work was carried out. Also indicate whether Govt. or semi Govt.</th>
<th>Contract Amount</th>
<th>Completion period stipulated</th>
<th>Completion period actual</th>
<th>Whether the work was left incomplete or contract was terminated from either side. Give full details.</th>
<th>Any other relevant information including reason, if any, for delay in completion of work.</th>
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SIGNATURE OF THE APPLICANT
(WITH SEAL)

* Attach a separate sheet, if required
PART-III

1. List of technical personnel, Giving Details About their Technical Qualifications, Experience, etc.

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name</th>
<th>Age</th>
<th>Qualifications</th>
<th>Experience in year</th>
<th>Nature of works handled</th>
<th>Name of the projects handled costing more than Rs 158 lakhs</th>
<th>Date from which employed in your organization</th>
<th>Any other remark like special experience of PERT/CPM etc.</th>
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<tr>
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2. Indicate other points, if any, to show applicant’s technical and managerial competency to indicate any important point in applicant’s favour.

3. No. of supplementary sheets attached for Part III.

* Attach a separate sheet, if required
REFERENCES

1. Please give reference with full postal address of two persons (Engineers, Architects or top officials of an organisation for whom the applicant has 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 the applicant's organisation.

2. Copies of client certificate for the executed and completed work as mentioned in Part II (a)

3. Self-certified copies of work orders, agreements, completion certificates etc. for the executed and completed work as mentioned in Part II (a)

Number of sheets attached in this regard:

(Signature of the Applicant)
Seal

Date: