

ଜିଲ୍ଲା ଖଣିଜ ପଦାର୍ଥ ପ୍ରତିଷ୍ଠାନ, ସୁନ୍ଦରଗଡ଼.

DISTRICT MINERAL FOUNDATION, SUNDARGARH.



BID REF. NO: -DMF/SNG/12/2018-19

Date: -.17.01.2019

"SELECTION OF CIVIL CONTRACTING FIRMS/AGENCY FOR THE WORK OF DEWATERING, CLEANING, REMOVAE OF SLUDGE & DEEPENING OF BIJLIBHANDH POND IN SUNDARGARH MUNICIPALITY, SUNDARGARH (ODISHA)"

ISSUED BY:
COLLECTOR CUM CHAIRPERSON,
DISTRICT MINERAL FOUNDATION,
SUNDARGARH (ODISHA)
INDIA

Table Content

| Sl. No. | Description | Page No. |
|---------|-----------------------------|----------|
| 1 | Notice Inviting Bid | 3 |
| 2 | 1. Bidding Data Sheet | 5 |
| 3 | 2. Scope of Work | 6 |
| 4 | 3. Contents of RFP Document | 8 |
| 5 | 4. Payment | 11 |
| 6 | Annexure I | 12 |
| 7 | Annexure II | 13 |
| 8 | Annexure III | 14 |
| 9 | Annexure IV | 15 |
| 10 | Annexure V | 16 |
| 11 | Annexure VI | 17 |

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DISTRICT MINERAL FOUNDATION, SUNDARGARH



(1st floor, DMF Office)
 District Rural Development Agency
 Sundargarh – 770001
 Tel / Fax No. 06622-273846
 E-mail – dmfsundergarh@gmail.com

Letter No. 56 / (DMF)

Dated the 17/01 / 2019

Bid Identification No. DMF/SNG/12/2018-19

| | | |
|-----|--|--|
| 1. | The Collector-cum-Chairperson, District Mineral Foundation (DMF) Sundargarh, on behalf of Government of Odisha invites proposals from reputed Civil Contracting Firms / Agency for the work " Selection of Contracting Firm/ Agency for the work of Dewatering, Cleaning, Removal of Sludge and Deepening of Bijlibhandh Pond in Sundargarh Municipality, Sundargarh (Odisha) " as detailed in the Scope of Work in this DTCN. The interested and eligible Firms with valid Registration Certificate as a Company, as detailed in DTCN, may apply for the same in OFF-LINE mode. (For details visit www.sundergarh.nic.in). | |
| 2. | Nature of Works | :- " Selection of Contracting Firm/ Agency for the work of Dewatering, Cleaning, Removal of Sludge and Deepening of Bijlibhandh Pond in Sundargarh Municipality, Sundargarh (Odisha) " |
| 3. | Tender(Bid) Cost | :- Rs.10,000/- |
| 4. | Places where works will be executed | :- Sundargarh, Odisha |
| 5. | Availability of bid document in the website | :- From 11.00 A.M. of 19.01.2019 to 02.02.2019 up to 5:00 P.M. |
| 6. | Last date of receipt of Bid | :- 02.02.2019 up to 5:00 P.M. |
| 7. | Mode of Receipt of Bids | :- Through Speed Post/ Registered Post (India Post) and in no other means. |
| 8. | Date of opening of Technical Bid and Commercial Bid | :- Date: 04.02.2019 at 11:00 A.M. |
| 9. | Issuer Address | :- Collector & Chairperson-cum- Managing Trustee, District Mineral Foundation, Sundargarh Sundargarh -770001 Tel- 06622-273846 |
| 10. | Address for Business query and correspondence | :- Chief Executive Officer, District Mineral Foundation, Sundargarh Sundargarh -770001, Tel- 06622-273846 Website-www.sundergarh.nic.in E-mail dmfsundergarh@gmail.com |
| 11. | The bidders have to participate in OFF-LINE bidding only. Further details including addendum /corrigendum / cancellation of tender can be seen from the Sundargarh District website (www.sundergarh.nic.in). For any query, contact in E-mail ID - dmfsundergarh@gmail.com of DMF Cell, Sundargarh. | |


 Collector-cum- Chairperson
 DMF, Sundargarh

Memo No. 57..... / (DMF)/ Dated 17/01/2019..//

Copy forwarded to the Editor, THE NEW INDIAN EXPRESS with a request to publish in their Daily English Newspapers (All INDIA CIRCULATION)/ Editor, SAMAJ before **19-01-2019** for wide publication & circulation of this Tender Call Notice. Complimentary copy of newspaper containing the Tender Call Notice should be submitted to this office for reference & record along with the Bill.


**Collector-cum-Chairperson
DMF, Sundargarh**

Memo No. 58..... / (DMF)/ Dated 17/01/2019..//

Copy to the A.D.M., Sundargarh/ Rourkela/ Sub-Collector, Sadar/ Panposh/ Bonai/ All Block Development Officers of the District/Executive Engineer, R&B Division, Sundargarh/ Rourkela/ Executive Engineer, RW Division, Sundargarh/Rourkela/ Executive Engineer Minor Irrigation Division, Sundargarh/ Executive Engineer, Irrigation Division, Sundargarh/ Executive Engineer, Rukura Irrigation Division, Panposh/ Executive Engineer, RWSS Division, Sundargarh/Rourkela/ Executive Engineer, OLIC, Sundargarh/ Rourkela/ Executive Engineer, PHED, Rourkela/Executive Officers of Urban Local Bodies of the district/ DI & PRO, Sundargarh/ Rourkela for information and with a request to display this Tender Notice in their respective office Notice Board for wide publication.


**Collector & Chairperson,
DMF, Sundargarh**

Memo No. 59..... / (DMF)/ Dated 17/01/2019..//

Copy to DIO, NIC, Sundargarh with a request to upload this Quotation Call Notice in the Sundargarh District Web-Site www.sundergarh.nic.in on **dt.19-01-2019** for wide publication and timely response by the Consultancy Firm/ Agency.


**Collector & Chairperson,
DMF, Sundargarh**

1. Bidding Data Sheet

| | | |
|----|--|---|
| 1 | RFP Identification No. | RFP Identification Notice No. <u>DMF/SNG/12-2018-19.</u> |
| 2 | Name of work | "Selection of Contracting Firm/ Agency for the work of Dewatering, Cleaning, Removal of Sludge and Deepening of Bijlibhandh Pond in Sundargarh Municipality, Sundargarh |
| 3 | Method of selection | Lowest Price Quotations |
| 4 | Joint venture/Consortium | No |
| 5 | Contacting authority | Chief Executive Officer, DMF, Sundargarh |
| 6 | Availability & Downloading of tender documents from the Website. | 19.01.2019 (11.00 AM) to 02.02.2019 (05.00 PM) Website: www.sundergarh.nic.in |
| 7 | Last date of bid submission | 02.02.2019 till 5:00PM |
| 8 | Cost of Bid Document | Rs. 10,000/- to be submitted in shape of DD in favour of Chief Executive Officer, DMF, Sundargarh to be drawn at Sundargarh. |
| 9 | EMD | Rs.2,00,000/- to be submitted in shape of DD in favour of Chief Executive Officer, DMF, Sundargarh to be drawn at Sundargarh. |
| 10 | Submission of queries if any | Latest by 30.01.2019 (5.00 PM) |
| 11 | Opening of Technical and Financial proposal | 04.02.2019 at 11:00 AM |
| 12 | Validity of Proposal | 90 days from the date of submission. |
| 13 | Completion of project | 90 Days from the LOA/ Work Order Issued |
| 14 | Mode of submission | Through Speed Post/ Registered Post (Indian Post) and no other means. |
| 15 | Correspondence Address | Chief Executive Officer, District Mineral Foundation, (1 st Floor of DRDA Office Building, Sundargarh) Sundargarh (Odisha) – 770001 Email: dmsundergarh@gmail.com Tel: 06622-273846 |


Collector-cum- Chairperson
DMF, Sundargarh

2. Scope of Work

2.1 Objective of work

Overall objective of this RFP is to engage agencies having expertise and experience in cleaning of ponds by emptying water, removal of silt / sludge, renovation of pond.

2.2 Scope of Work

2.2.1 Complete dewatering, cleaning and removal of sludge of the "Bijlibhandh Pond" with complete draining out of the existing water, removal of weeds, water plants, including provision for proper bed layer. The work has to be completed in three months failing which penalty @ 0.5% of the total cost per week subject to a maximum 10% will be levied. The scope of work also includes

1. Identification and rectification of points of contamination of pond water from nearby drainage system (including sewage, if identified) and rectification of the same, after the complete draining out of the water inside the pond. The identification of contamination points shall be done.

1.2 Pre-Qualification Criteria:

- 2.3.1 Firm with sufficient qualification, equipments and experience in undertaking the cleaning and repair of pond of minimum 15,000 cubic meter capacity.
- 2.3.2 The Minimum Average Annual turnover of the bidder of the work as per the audited annual financial result is at least 2.0 Core.
- 2.3.3 Net Worth of bidder of various part as per the immediate preceding years audited financial result should be positive
- 2.3.4 Final pre-qualification criteria will be included in the RFP document after evaluating the profile, experience of the firm participating in the RFP as per the decision of the technical committee appointed for the purpose.
- 2.3.5 Without Bid cost and EMD, the bid shall be rejected

1.3 Technical Proposal

- 2.4.1 Bidder should submit the profile of the agency in brief writing on the Organization including structure, man power strength, statutory compliance etc.
- 2.4.2 Brief note on the previous experience in similar line of activity shall be submitted along with documentary evidence, like photographs, videos,

completion certificate, appreciation certificated etc to substantiate the claims.

2.4.3. List of similar works done by the bidder with complete address and details of contact person of the organization with phone numbers.

2.4.4. List of equipments and other infrastructure owned by the bidder.

2.4.5. A detailed note on the proposed methodology and execution plan for the details mentioned in the scope of work.

2.4.6 Proposed plan for disposal of silt / sludge.

2.4.7 Documents such as articles of association/partnership deed etc, proof of incorporation, proving the registration of place of business and showing the details of partners/promoters/board of directors etc.

2.4.8 Work order copies from the user institutions to prove that the bidder has completed satisfactorily minimum 15,000 cubic meter capacity during the last three years.

2.4.9 Audited Balance sheet for the last three years and turnover certificate certified by the auditors for the last three years.

2.4.10 Solvency certificate from Bank.

2.4.11 Details of technical staff available with the firm, and their qualifications.

GENERAL CONDITIONS OF RFP

3. Contents of the RFP Document

3.1 RFP Document

The RFP document shall be made available in www.sundergarh.nic.in

3.2 Guidelines on submission of RFP

- i. The Bidder shall bear all costs associated with the preparation and submission of its RFP. The Collector & Chairperson, District Mineral Foundation (DMF) Sundargarh, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.
- ii. It is compulsory to provide a check list as per Annexure III as facing sheet for the RFP submitted so as to enable the Collector & Chairperson, District Mineral Foundation (DMF) Sundargarh, to prima facie verify the compliance of submission of requisite documents at the time of opening of RFP.
- iii. Language of RFP: - The RFP prepared by the Bidder and all correspondence and documents relating to the RFP exchanged by the Bidder and Collector & Chairperson, District Mineral Foundation (DMF) Sundargarh, shall be in English language.
- iv. A copy of the complete RFP document duly signed on every page by the Bidder or the authorized representative shall be enclosed as part of the RFP as a proof of having read and accepted the terms and conditions of the RFP document.
- v. Before submitting tender, bidder should inspect the area of concerned location and quote rate in the tender form. Any deviation in the rate first quoted shall not be allowed upon any reason.
 - i. The Collector & Chairperson, Sundargarh may accept or reject any or all bids without assigning any reason thereof.

3.3 At any time prior to the dead line for submission of RFP, the Tender Inviting Authority i.e. Collector & Chairperson, District Mineral Foundation (DMF) Sundargarh, for any reason, modify the RFP document by amendment.

3.4 There will not be any individual communication in respect of general notices, amendments, etc. The prospective offers are advised to check for updates in the web site (www.sundergarh.nic.in)

3.5 Method of Submission of RFP

- i. RFP shall contain the complete technical specifications and details on the competency of the Bidder and also the RFP with terms and conditions of implementation of the proposed service. Apart from the documents and signed copy of the RFP, the necessary enclosures shall be submitted with RFP. In short, the RFP shall contain all the necessary documents to prove the technical competency and capability of the Bidder for implementing project and the ability of the Bidder for providing efficient service and support to the satisfaction of our technical committee.
- ii. Minor infirmities in the submission of documents will be allowed to be rectified so as to ensure qualification of maximum number of competitive Bidders to the next level.
- iii. The RFP offers, duly filled, shall be submitted in a sealed cover super scribed as "**Selection of Contracting Firm/ Agency for the work of Dewatering, Cleaning, Removal of Sludge and Deepening of Bijlibhandh Pond in Sundargarh Municipality, Sundargarh (Odisha)**".
- iv. Cover shall also indicate the name and address of the Bidder and the name of the work for which bid is submitted. The Financial Bid should be sealed properly and separately and placed with the envelop of Technical Bid.
- v. If the bids are not submitted as per the requirement of the above clauses, the Tender Inviting Authority shall assume no responsibility for the offer's misplacement or premature opening and consequential rejection.
- vi. The RFP shall be sent by registered post or speed post only to the above address. RFP sent by telex or fax or email or by other means is not valid.

To

Chief Executive Officer,
District Mineral Foundation, Sundargarh
Sundargarh -770001, Odisha.

3.6 Contents of the RFP

- i. list as per detailed in Annexure-III
- ii. Bidder should submit the profile of the agency in brief writing about the Organization including structure, man power strength (Managerial, Technical and Administrative), statutory compliance etc.
- iii. Brief note on the previous experience in similar line of activity shall be submitted.
- iv. List of similar nature of works executed by the bidder with complete information and details of contact persons with phone numbers.
- v. List of equipment's and other infrastructure owned by the bidder.
- vi. Note on the proposed methodology and execution plan for the details mentioned in the scope of work. Photographs/documents of he completed jobs with details.
- vii. Proposed plan in detail for disposal of silt / sludge.
- viii. Documents such as articles of association/partnership deed etc, proof of incorporation, proving the registration of place of business and showing the details of partners/promoters/board of directors etc.
- ix. Documents to prove the bidder should be with sufficient qualification, equipments and experience in undertaking the cleaning and repair of pond of minimum in 15,000 cubic meter capacity during the last three years or an contractor registered.
- x. Work order copies from the user institutions to prove that the bidder have completed satisfactorily similar nature of works in last three years.
- xi. Declaration as per Annexure VI and copy of amendments if any duly signed in all pages by the tenderer or the authorized signatory

3.7 Deadline for submission of RFP

- i. RFP must be received in District Mineral Foundation (DMF) Sundargarh, through Speed Post/ Registered Post by not later than the time and date specified in the RFP in Data Sheet.
- ii. In the event of the specified date for submission of RFP being declared holiday, the RFP shall be received up to the appointed time on the next working day.
- iii. The Tender Inviting Authority may, at its discretion, extend the deadline for submission of RFP by amending the RFP Document, in which case, all rights and obligations of this office and the Bidders previously subjected to the deadline shall thereafter be subjected to the same deadline so extended.

3.8 Clarification of RFP

- i. The request for clarification and the response shall be in writing, either through email (dmfsundergarh@gmail.com) or by post, which must reach by 30.01.2019.

3.9 Short listing of RFP offer

A Technical Committee appointed by the Tender Inviting Authority will assure the competency, experience and capacity- financially as well as technologically of the firms and short list the eligible firm for competition in financial bid.

4. Payment

- The Final bill shall be submitted by the contractor only after completion of the above work within the time specified in the condition of the contract.
- Income Tax deduction at source shall be made from all payment made to contractor as per the rule and regulations in force in accordance with the Income Tax Act prevailing from time to time.
- Contractor shall pay GST on all the purchases made by him for fulfilling his obligations under this contract and this should be included in the price quoted by him. Any variations to the same including statutory variations to the same shall be to contractor's account.
- Security Deposit @ 5% of Bill value shall be deducted from the bill of contractor and shall be released after 3 months from completion period
- No Interim payment shall be given to the contractor.

Annexure I Financial Bid (Submitted in Separate Envelope)

| Sl. No. | Name of work | Rate Quoted (Rs. in Figure) | Rate Quoted (Rs. in Words) |
|---------|--|--------------------------------|-------------------------------|
| 1 | "Selection of Contracting Firm/ Agency for the work of Dewatering, Cleaning, Removal of Sludge and Deepening of Bijlibhandh Pond in Sundargarh Municipality, Sundargarh (Odisha)" | | |

1. Bidder will quote price inclusive of all the items mentioned above including of GST and all taxes.
2. Any conditional bids shall be summarily rejected

I/We have carefully read the terms and conditions of the RFP and agreed to abide by these in letter and spirit.

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.:

Annexure: II

SCHEDULE OF REQUIREMENTS

| Sl. No. | Name of work |
|---------|---|
| 1 | "Selection of Contracting Firm/ Agency for the work of Dewatering, Cleaning, Removal of Sludge and Deepening Of Bijlibhandh Pond in Sundargarh Municipality, Sundargarh (Odisha)" |

Area (approx.) 200mt x 120 mt



Annexure III

Check List

| Sl. No. | Item | Whether included – Yes / No | Page No. |
|---------|---|-----------------------------|----------|
| 1 | Bidder should submit the profile of the agency in brief writing on the organization including structure, man power strength (Managerial, Technical and Administrative), statutory compliance etc. | | |
| 2 | Brief note on the previous experience in similar line of Activity shall be submitted. | | |
| 3 | Equipments suggested with technical specification. Technical literature, product data sheet with original brochure. | | |
| 4 | Similar type of works done in the past (Experience) | | |
| 5 | Declaration as per Annexure VI and copy of amendments if any duly signed in all pages by the tenderer or the authorized signatory. | | |
| 6 | Tender (Bid) Cost DD – Amount Rs. 10,000/- | | |
| 7 | EMD Cost DD – Amount Rs. 2,00,000/- | | |
| 8 | GST Registration No. (copy must be enclosed) | | |

Annexure IV

GENERAL INFORMATION ABOUT THE BIDDER

| | | |
|----|---|---------|
| 1 | Name of the Bidder | |
| 2 | Registered Address of the company: (Address, tel, fax, e-mail, website) | |
| 3 | Office Address E-Mail | |
| 4 | Contact Person Designation Mobile Phone No Telephone No Fax No E-mail | |
| 5 | Contractor Registration No. and validity Period | |
| 6 | Turn Over of the company 2015-16 2016-17 2017-18 | |
| 7 | Whether any criminal case was registered against the company or any of its promoters in the past | YES/ NO |
| 8 | Whether the company was Black listed by State Govt/Central Govt Establishments/ Public Sector Establishments any time (submit the Affidavit) | YES/ NO |
| 9 | PAN No.(copy enclosed) | |
| 10 | GST No. (Copy enclosed) | |

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.:

Annexure V

POWER OF ATTORNEY

(On a Stamp Paper of relevant value)

I/ We..... (name and address of the registered office)
do hereby constitute, appoint and authorize Sri/Smt
..... (name and address) who is presently employed
with us and holding the position of As our attorney,
to act and sign on my/our behalf to participate in the RFP no.....
for setting up of microbiology lab on turnkey basis.

I/ We hereby also undertake that I/we will be responsible for all action of
Sri/Smt..... undertaken by him/her during the RFP process
and thereafter on award of the contract. His / her signature is attested below

Dated this the ___ day of _____ 2019
For _____
(Name, Designation and Address)

Accepted
_____(Signature)
(Name, Title and Address of the Attorney)
Date : _____

DECLARATION FORM

I/We M/s. _____ represented by its Proprietor / Managing Partner / Managing Director having its Registered Office at _____

do hereby declare that I/We have carefully read all the conditions of RFP no..... DATED .../.../2019 for **"Selection of Contracting Firm/ Agency for the work of Dewatering, Cleaning, Removal of Sludge and Deepening of Bijlibhandh Pond in Sundargarh Municipality, Sundargarh (Odisha)"** invited by the Collector & Chairperson, District Mineral Foundation (DMF) Sundargarh and accepts all conditions of Tender.

Signature of Authorized Representative

Name of Agency:

Full Address:

Telephone No.: