

GOVERNMENT OF MAHARASHTRA
Pune Metropolitan Region Development Authority

INVITATIONS FOR BIDS (IFB)
NATIONAL COMPETITIVE BIDDING

IFB No: 08 for 2018-19

1. The **Metropolitan Commissioner & Chief Executive Officer PMRDA, Aundh, Pune** invites tenders from prequalified eligible tenderers for the work detailed in the Table below. The bidders may submit bids for the work given in the Table. ***Two Cover Tender procedure as per Standard Bidding Document shall be followed. The Tenders are required to submit two separate covers, one containing the Bid Security deposit and the details of their capability to undertake the tender (as detailed in ITT Clause 3 and 6), which will be opened first and the second cover containing the price tender which will be opened only if the Tenderer is found to be qualified to execute the tendered works. The Tenderers are advised to note the minimum qualification criteria specified in Clause 3 of the Instructions to Tenderers to qualify for award of the contract.***

The bid is open only for Pre-qualified bidders for the work.

Package No.	Name of Work	Approximate value of work (₹)	Bid security (₹)	Cost of Document (₹)	Period of Completion
1	2	3	4	5	6
	“Construction of the proposed Office building for the PMRDA at Yerwada, Pune”	67,90,60,442.00	40,00,000.00	10000.00 + 18%G.S.T. = 11800/-	18 months

Bidding Schedule

1	Download Period of	Dt. 30/05/2018 at 15.00 Hrs To 19/06/2018 up to 14.00Hrs online Tender
2	Online Bid Preparation Period	Dt.30/05/2018 at 15.00Hrs To 19/06/2018 upto14.00Hrs
3	Technical & Price Bid closing period	Dt. 19/06/2018 at 14.00 Hrs
4	Bid Submission Period	Dt. 30/05/2018 at 15.00 Hrs to 19/06/2018 up to 14.00 Hrs
5	Date, Timing & Place of opening Technical bid	Dt. 20/06/2018 at 15.00Hrs at PMRDA, 3 rd floor, PCNDA New administrative building, Akurdi, Pune,44.

Tender for construction of the proposed Office Building for the PMRDA at Yerwada Pune (MS)

6	Bid Security Deposit & Tender form fee Envelope.	Cost of Blank RFP Document of INR 11,800/- (non-refundable) shall be paid on line through NEFT / RTGS or E-Payment Gateway only. Bid Security Deposit of INR 40, 00,000/- shall be paid NEFT / RTGS or E-Payment Gateway only. Information of E-Payment Gateway is available on E-Tendering Website. For any details regarding e-Tendering system in PMRDA, please contact service provider IT desk at 180030702232/7878007972/7878007973 or Mr. S.A. Wandhekar, Chief Engineer in PMRDA office' E-mail- ce@pmrda.gov.in, Mobile No. +91 9011053111
7	Pre Bid meeting	Date: 06/06/2018 at 11.30 Hrs in the office of the Metropolitan Commissioner & CEO, PMRDA, 3 rd floor, PCNDTA New administrative building, Akurdi, Pune,411044.
8.	Presentation on work plan and site appreciation	Deleted

Please note that the Authority reserves the right to accept or reject all or any of the BIDs without assigning any reason whatsoever.

The bids shall be accepted through e-tendering process only.

2. The period of availability of online bid / date and time of Pre-bid meeting / date and time of online bid submission and date and time of opening of bids are as per <https://mahatenders.gov.in>.
3. Bidding documents can be downloaded from the web site <https://mahatenders.gov.in> the documents downloaded from the web site should not be tampered, and if any such tempering is detected before or after the opening of bids, the bidder shall be penalized and black listed .
4. Tender form, conditions of contract, specifications, additional specifications and contract drawings can be downloaded from the e-Tendering portal of Government of Maharashtra web site <https://mahatenders.gov.in>. The Contractors shall make on line payment of ₹11,800/- (₹ Eleven Thousand Eight Hundred only) using e-payment gateway. The fees of tender document will be non-refundable.
5. Tenders must be accompanied by Bid Security Deposit of INR 40, 00,000/- and shall be paid through NEFT / RTGS or on E-Payment Gateway only. The scanned copy of the same should be uploaded along with tender documents online through <https://mahatenders.gov.in> in the portal.
The pre-submitted bank guarantee or any other format of Bid Security will remain in force up to and including the date **165**days** ie., **upto 45 days** after the deadline for submission of Bids as such deadline is stated in the Instructions to Bidders.
6. Before submission of on-line bids, bidders must ensure that the scanned copies of all the necessary documents have been attached with bid.

7. The bidders should keep checking the website for any addenda/corrigenda to the notice / bidding documents till the date of on-line submission of bids and bidders should incorporate the same in their bid documents.
8. The bids will be opened online as per time schedule mentioned in the table above in the presence of bidders who wish to attend on the scheduled date and time in the office of the Metropolitan Commissioner & Chief Executive Officer PMRDA, Aundh, Pune. If the office happens to be closed on the date of opening of bids as specified, the bids will be opened on the next working day at the same time and venue.
9. Bid documents consisting of qualification information and eligibility criterion for bidders, plans specifications, drawings, the schedule of quantities of the various classes of work to be done and the set of terms and conditions of contract to be complied with by the contractors can be seen on website <https://mahatenders.gov.in> and scanned copies of the required documents and information as per section 2 (Formats and Annexure) should be attached in the Technical Bid as prescribed in SBD.
10. Uploaded documents of valid successful bidders will be verified with the original before signing the agreement. The valid successful bidder has to provide the original to the concerned authority on receipt of such letter, which will be sent through registered post/e-mail.
11. The right to make any internal changes in the layout plan (i.e. changing the location, orientation of the buildings) is reserved with PMRDA.
12. Bids once submitted cannot be resubmitted or withdrawn after the proposal due date and time.
13. Conditional bids and the bids not meeting the qualification criteria on the date of receipt of bids shall be summarily rejected.
14. The pre-bid meeting will be held as specified in the table above in the office of the Metropolitan Commissioner & Chief Executive Officer PMRDA, Aundh, Pune to clarify the issues and to answer on any matter that may be raised at that tage as stated in Clause 9.2 of the “**instructions to Bidders**” bidding document.
15. Other details can be seen in the tender documents.
16. The Contract Agreement is to be executed on appropriate franking of stamp duty as per providing rules. The cost of franking shall be borne by the bidder.
17. The Bidder should also produce original documents for verification if called for. Failure to attach necessary documents with application shall render Bidder not eligible for qualification of RFP without any intimation.
18. In case of damaged documents/non openable documents of already uploaded documents are not opened after opening of on-line bid then the hard copies of that documents shall be accepted subjected to such documents are possessed by the bidder before the date of uploading the bid documents.

Submission of Proposal

19. The Applicants shall submit the Proposal as per e-tender guidelines along with one hard bound form with all pages numbered serially and by giving an index of submissions. Each page of the submission shall be initialled by the Authorized Representative of the Applicant as per the terms of the RFP. In case the proposal is submitted on the document downloaded from Official Website, the Applicant shall be

- responsible for its accuracy and correctness as per the version uploaded by the Authority and shall ensure that there are no changes caused in the content of the downloaded document. In case of any discrepancy between the downloaded or photocopied version of the RFP and the original RFP issued by the Authority, the latter shall prevail. Agency shall follow the instructions on the portal for submission of e-tender.
20. The Proposal or its modifications must be uploaded on the portal no later than the dead line indicated in the **RFP**, or any extension to this dead line. The electronic system will not accept any Proposal or its modification for uploading after the dead line.
 21. An authorized representative of the agency shall digitally sign the submission letters in the required format for both the Technical Proposal and, the Financial Proposal. The authorization shall be in the form of a written power of attorney scanned and uploaded together with the Technical Proposal.
 22. Once the Proposal is uploaded on the portal, the system will generate a unique identification number with the stamped submission time. The unique identification number with the time stamp represents an acknowledgement of the Proposal submission. Any other system's functionality requirements are specified in the **RFP**.
 23. Tender shall be submitted online on the e-tendering portal in '**three electronic envelopes system**' within prescribed schedule.
 24. The documents regarding Pre-qualification, contract data, equipment capability, key personnel, etc which has been already submitted shall not be resubmitted.
 25. This document shall be read in conjunction with RFQ documents, including CSD issued therefor, whereby published vide Tender reference Nr. 37 for 2017-18 dated – 24.10.2107.
 26. This bid is limited for the bidders who participated in technical prequalification (PQ) bidding and qualified in RFQ. Prequalified bidders are communicated vide PMRDA letter dated 05-05-2018, other bids if submitted shall be summarily rejected.

**The Metropolitan Commissioner
& Chief Executive Officer PMRDA,
Aundh, Pune**

SECTION- 1

INSTRUCTIONS TO BIDDERS

(ITB)

Guidelines to Vendors on the operations of Electronic Tender Management System of Government of Maharashtra on <http://mahatenders.gov.in>

1. These conditions will overrule the conditions stated in the Bidding Documents, wherever relevant and applicable.

2. **Registration of Vendors:**

The Vendors interested in doing business with any Department / Agency of Government of Maharashtra that have migrated their process onto the Electronic Tender Management System platform shall be required to enrol on the System. In order to participate in the Open Tenders processed using the System by any Department / Agency, the Vendors are required have a valid enrolment on the System. In order to participate in the Limited Tenders processed using the System by any Department / Agency, the Vendors are required have a valid enrolment on the System. In order to participate in the Restricted Tenders processed using the System by any Department / Agency, in addition to having a valid enrolment on the System; the Vendors are also required have a valid empanelment in appropriate category on the Sub – Portal assigned to the Department / Agency. The Bidder may obtain the necessary information on the process of enrolment and empanelment either from Helpdesk Support Team or may visit the information published under the link 'How to enrol?' on the Home Page of the System. After submission of application for enrolment on the System, the application information shall be verified by the Authorized Representative of the Service Provider. If the information is found to be complete, the enrolment submitted by the Vendor shall be approved. After the approval of enrolment, the Vendor shall have to apply for empanelment on the respective Department / Agency Sub – Portal (if the process of empanelment is followed in a particular Department / Agency). The application for empanelment shall be approved by the Competent Authority of the respective Department / Agency.

After the application for enrolment of the Vendor is approved, the Vendor shall be able to participate in Open and after the application for empanelment of the Vendor is approved, the Vendor shall be able to participate in restricted Tenders

3. **Obtaining a Digital Certificate:**

The Bid Data that is prepared online is required to be encrypted and the hash of the Bid Data is required to be signed electronically using a Digital Certificate (Class – II or Class – III) to maintain the security of the Bid Data and also to establish the identity of the Vendor transacting on the System.

The Digital Certificates are issued by an approved Certifying Authority authorized by the Controller of Certifying Authorities of Government of India through their Authorized

Representatives upon receipt of documents required to obtain a Digital Certificate. Bid data / information for a particular Tender may be submitted only using the Digital Certificate which is used to encrypt the data / information and sign the hash during the Bid Preparation and Hash Submission stage. In case, during the process of preparing and submitting a Bid for a particular Tender, the Vendor User loses his / her Digital Signature Certificate (i.e. due to virus attack, hardware problem, operating system problem); he / she may not be able to submit the Bid online. Hence, the Users are advised to store his / her

Digital Certificate securely and if possible, keep a backup at safe place under adequate security to be used in case of need.

In case of online tendering, if the Digital Certificate issued to an Authorised User of a Firm is used for signing and submitting a Bid, it will be considered equivalent to a no objection certificate / power of attorney to that User to submit the Bid on behalf of the firm. The firm has to authorize a specific individual via an authorization certificate signed by a partner of the firm (and in case the applicant is a partner, another partner in the same firm is required to authorise) to use the digital certificate as per Indian Information Technology Act, 2000.

Unless the Digital Certificate is revoked, it will be assumed to represent adequate authority of the Authority User to bid on behalf of the Firm for the Tenders processed on the Electronic Tender Management System of Government of Maharashtra as per Indian Information Technology Act, 2000. The Digital Signature of this Authorized User will be binding on the Firm. It shall be the responsibility of Partners of the Firm to inform the Certifying Authority or Sub Certifying Authority, if the Authorized User changes, and apply for a fresh Digital Signature Certificate. The procedure for application of a Digital Signature Certificate will remain the same for the new Authorised User.

The same procedure holds true for the Authorized Users in a Private / Public Limited Company.

In this case, the Authorisation Certificate will have to be signed by the Director of the Company.

4. **Set up of Computer System for executing the operations on the Electronic Tender Management System:**

To operate on the Electronic Tender Management System of Government of Maharashtra, the Computer System of the User is required be set up. The Users are required to install Utilities available on the Home Page of the System. The Utilities are available for download freely on the Home Page.

The Vendors requested to refer to the e-Tendering Toolkit for Bidders available online on the page <http://maharashtraetendersin/mah/index.asp> to understand the process of setting up the System or alternatively, contact the Helpdesk Support Team on information / guidance on the process of setting up the System.

5. **Online viewing of Detailed Notice Inviting Tenders:**

The Vendors can view the detailed Tender Notice along with the Time Schedule (Key Dates) for all the Tenders processed by the Departments / Agencies of Government of Maharashtra on their respective Sub – Portals on the System.

6. **Online Download of Tender Documents:**

The Tender Documents can be downloaded by the Vendors having valid enrolment on the System (and valid empanelment in case of Restricted Tenders) from the respective Sub – Portal of the Department / Agency on the System.

7. **Submission of Bid Hash (Seal) of online Bids:**

Submission of Bids will be preceded by submission of the digitally signed Bid Hashes (Seals) as stated in the Tender Time Schedule (Key Dates) published in the Notice Inviting Tender. The Hashes are the thumbprint of electronic data and are based on one – way algorithm. The Hashes establish the unique identity of Bid Data. The Hashes are digitally signed.

8. **Generation of Super Hash:**

After the expiry of the cut – off time of submission of digitally signed Bid Hashes (Seals) by the Bidder has lapsed, the stage is automatically locked and digitally signed Super Hashes (Seal) will be generated by the Competent Authority of the respective Department / Agency will generate a Super Hash.

9. **Decryption and re-encryption of online Bids (submitting the Bids online):**

After the generation of Super Hash, the Vendors have to decrypt their Bids using their Digital Certificate and immediately re-encrypt their Bids using the Public Key of the Competent Authority of the Department / Agency. At this time, the Vendors are also required to upload the files for which they generated the Hash values during the Bid Preparation and Hash Submission stage.

The Bid data / information of only those Vendors who have submitted their Bid Hashes (Seals) within the stipulated time (as per the Tender Time Schedule), will be available for decryption and re-encryption and to upload the relevant files. A Vendor who has not submitted his Bid Hashes (Seals) within the stipulated time will not be allowed to decrypt / re-encrypt the Bid data / information.

For submitting the Bids online, the Vendors are required to make a payment using the Electronic Payments Gateway Service towards the fees of the Service Provider. The various options of making online payments are available on the Home Page of the System.

10. **Submission of Bid Security Deposit:**

The Vendors are required to submit the Bid Security Deposit through E-Payment Gateway/Bank Guarantee/DD and cost of Tender Documents online. Vendors are required to keep the instruments for submission of Bid Security Deposit and the cost of Tender Documents ready as the details of these instruments are required to be entered in the System during the Bid Preparation and Hash Submission stage. The details of the Bid Security Deposit and cost of Tender Documents instruments shall be verified and matched during the Tender Opening event.

11. **Opening of Electronic Bids:**

The Competent Authority receiving the Bids shall first open Bid Security Deposit and cost of Tender Documents to verify the details submitted online.

The Competent Authority shall then open the online envelope(s) (decrypt the Bid Data) through the System. The Authority shall generate the Hash value of each envelope of each Vendor and match it with the original Hash value of the envelope generated and submitted by the Bidder during the Bid Preparation and Hash Submission stage.

12. **Tender Schedule (Key Dates):**

The Vendors are strictly advised to follow the Dates and Times allocated to each stage as indicated in the Time Schedule in the Notice Inviting Tender for each Tender. All the online activities are time tracked and the Electronic Tender Management System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and Time of the stage as defined in the Tender Schedule

i. **Tender Issuing Authority**

This tender is issued by Metropolitan Commissioner & Chief Executive Officer, intended to award the consultancy work to most preferred bidder. The PMRDA decision with regard to the short listing of bidders and award of work to most preferred bidders shall be final and

Tender for construction of the proposed Office Building for the PMRDA at Yerwada Pune (MS)

the PMRDA reserves the right to reject any representation in this regard without assigning any reason.

No.	Item	Description
1	Project Title	“Construction of the proposed Office building for the PMRDA at Yerwada, Pune”
2	Project	
	Organization	PUNE METROPOLITAN REGION DEVELOPMENT AUTHORITY (PMRDA)
	Contact Person	Shri. S.A.Wandhekar Chief Engineer PMRDA, 3 rd floor, PCNDTA New administrative building, Akurdi, Pune,411044.
	Email	ce@pmrda.gov.in
	Telephone No.	020-25933334 & 020-25933333

ii. **Tentative Calendar of Events**

The following table enlists important milestones and timelines for completion of bidding activities:

1	Download Period of Online Tender	Dt.30/ 05 /2018 at 15.00 Hrs to19 /06 /2018 up to 14.00Hrs
2	Online Bid Preparation	Dt. 30/05 /2018 at 15 .00 Hrs to 19 /06 /2018 up to 14.00Hrs
3	Technical & Price Bid Opening	Dt.20/ 06/2018 at 15.00 Hrs
4	Bid Submission Period	Dt. 30/ 05 /2018 at 15.00 Hrs to 19/06 /2018 up to 14.00Hrs
5	Date & time & Place of opening Technical bid	Dt. 20/06 /2018 at 15.00 Hrs of PMRDA, 3 rd floor, PCNDTA New administrative building, Akurdi, Pune,411044.
6	Bid Security Deposit & Tender form fee Envelope.	Cost of Blank RFP Document of INR 11800/- (non-refundable) shall be paid on line through E-Payment Gateway only. Bid Security Deposit of INR 40, 00,000/- shall be paid either on E-Payment Gateway only. Information of E-Payment Gateway is available on E-Tendering Website. For any details regarding e-Tendering system in PMRDA, please contact service provider IT desk at180030702232/7878007972/7878007973 or Mr. S.A. Wandhekar, Chief Engineer in PMRDA office’ Email;- ce@pmrda.gov.in, Mobile No. +91 9011053111

Tender for construction of the proposed Office Building for the PMRDA at Yerwada Pune (MS)

7	Pre Bid meeting date, time and venue	Date: 06 /06 /2018 at 11.30 Hrs in the office of the Metropolitan Commissioner & CEO, PMRDA, 3 rd floor, PCNDTA New administrative building, Akurdi, Pune,411044.
8.	Presentation on work plan and site appreciation	Deleted

iii. Availability of the Tender Documents

Tender can be downloaded from the <http://mahatenders.gov.in> given under Section (I). The bidders are expected to examine all instructions, forms, terms, project requirements and other details in the tender documents. Failure to furnish complete information as mentioned in the tender documents or submission of a proposal not substantially responsive to the tender documents will be at the bidder's risk and may result in rejection of the tender.

iv. Tender Fees & EMD

(a) Cost of Blank RFP Document of INR 11800/- (non-refundable) shall be paid online through NEFT / RTGS or E-Payment Gateway only and copy of the same shall be submitted in Technical Bid.

(b) The proposals also should accompany with Bid Security (EMD) of INR 40,00,000/- (₹Forty Lakhs Only) and shall be paid by RTGS / NEFT/ CREDIT CARDS or through Demand Draft or in the prescribed form of Bank Guarantee (BG) from any Nationalised/scheduled bank. The scanned copy of the same should be uploaded along with tender documents online through <https://mahatenders.gov.in> in the portal. **The format of BG is enclosed as Annexure-I.**

(c). Bids received without or with inadequate Bid Security (EMD) shall be rejected.

(d) EMD of the financially Lowest, 2nd Lowest and 3rd Lowest bidders will be retained and released only after issuance of LOA to successful bidder. Under any circumstances, the PMRDA will not be liable to pay any interest on the EMD.

(e) **Forfeiture of EMD:** EMD of a bidder will be forfeited, if the bidder withdraws or amends its tender or derogates from the tender in any respect within the period of validity/extended validity (if any) of its tender or provides falsified or forged information in any of its submissions. Further, if the successful bidder fails to furnish the required performance security within the specified period, its EMD will be forfeited.

v. Venue & Deadline for Submission of proposals

Proposals, in its complete form in all respects as specified in the Tender, must be submitted online on the e-tender portal <http://mahatenders.gov.in> as specified above.

The PMRDA may, in exceptional circumstances and at its discretion, extend the deadline for submission of the tender by issuing an addendum to be made available on <http://mahatenders.gov.in> in which case all rights and obligations of the PMRDA and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.