

**N.O.W:- Annual procurement of Bitumen by the SDMC for the year 2015-16.**

**Sub Head :- Loading, Unloading, Stocking and cartage of Bitumen Emulsion 1500 drums (300 MT) from Public Sector Oil Marketing Company Depot/ Refinery at Bahadurgarh, Haryana to SDMC Khyala Central Store, New Delhi.**

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The information contained in this tender document or subsequently provided to Bidder (s) or Applicant's whether verbally or in documentary form by or on behalf of SOUTH DELHI MUNICIPAL CORPORATION (SDMC) or any of their employees or advisors, is provided to the Bidders on the terms and conditions set out in this tender document and all other terms and conditions subject to which such information is provided.

This tender document is not an agreement and is not an offer or invitation by the SDMC to any parties other than the Applicants who are qualified to submit the proposal's Bidder(s). The purpose of this document is to provide the Bidders with information to assist the formulation of their proposals. This document does not purport to contain all the information each bidder may require. This document may not be appropriate for all persons, and it is not possible for SDMC, their employees or advisors to consider the investment objectives, financial situation and particular needs of each Bidder who reads or uses this document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this document and where necessary obtain independent advice from appropriate sources. The SDMC, their employees and advisors make no representation or warranty and shall incur no liability under any Law statute rules or resolutions as to be accuracy reliability or completeness of the tender/RFP document.

The SDMC may in their absolute discretion but without being under any obligation to do so, update amend or supplement the information in this document.

**Executive Engineer (Stores)  
South Delhi Municipal Corporation**

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## SOUTH DELHI MUNICIPAL CORPORATION

No. SDMC/CS/2015-16/D/5

Dated: 07/03/2016

### SECTION I

#### NOTICE INVITING TENDER (NIT)

#### 1.1 GENERAL

##### 1.1.1 Name of Work:

South Delhi Municipal Corporation (SDMC) invites Open Tenders/ Bid from eligible applicants/ reputed contractors/firms/companies who fulfill qualification criteria as stipulated in clause 1.1.3 of NIT, for the work of "Loading, Unloading, Stocking and cartage of Bitumen Emulsion 1500 drums (300 MT) from Public Sector Oil Marketing Company Depot/ Refinery at Bahadurgarh, Haryana to SDMC Khyala Central Store, New Delhi" on **Percentage Rate basis in two bid/packet system.**

##### 1.1.2 Key details:-

Approximate Cost of Work	Rs. 1,12,100/-
Earnest Money	<b>Rs. 2300/-</b>
<b>Tender Document on Sale &amp; downloading from SDMC Website.</b>	<b>From 07/03/2016 to 14/03/2016</b> (between 09:30 Hrs to 17:00 Hrs.) on all working days.
<b>Cost of Tender Document</b>	Rs. 500/- (Non-refundable) in the form of Demand Draft/ Pay order in favour of "Commissioner, South Delhi Municipal Corporation" payable at New Delhi.
<b>Last Date for submission of queries/clarifications</b>	<b>15/03/2016 at 03:00 PM</b>
<b>Issue of Addendum (if any)</b>	<b>15/03/2016</b>
<b>Date &amp; Time for Receipt of bid/tender</b>	<b>18/03/2016 at 03:00 PM</b> Office of the Executive Engineer (Store) SDMC, M.C. Pry School, B-Block, Moti Nagar, New Delhi-110015.
<b>Date &amp; Time of opening of bid/tender</b>	<b>18/03/2016 at 03:10 PM</b> Office of the Executive Engineer (Store) SDMC, M.C. Pry School, B-Block, Moti Nagar, New Delhi-110015.
<b>Address for Communication</b>	Office of the Executive Engineer (Store) SDMC, M.C. Pry School, B-Block, Moti Nagar, New Delhi-110015 Phone No:- 011-25107363

The TENDER DOCUMENT may be downloaded from the official website of SDMC, i.e. [www.mcdetenders.com](http://www.mcdetenders.com) (tender portal) on or before 14:00 Hrs of 14/03/2016. The downloaded bid documents may be used for tender purposes accompanied with a Demand draft/Pay Order of Rs. 500/- (Rupees Five Hundred only) non-refundable in favour of "Commissioner, South Delhi Municipal Corporation" towards the tender cost.

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### 1.1.3: QUALIFICATION CRITERIA:

#### 1.1.3.1: Eligible Applicants:

- i. The tenders for this contract will be considered only from those tenderers (proprietorship firms, partnerships firms, companies) who meet requisite eligibility criteria prescribed in the sub-clauses of clause 1.1.3 of NIT. **Tenders/Bids submitted by Joint Venture Companies or Consortium shall not be accepted.**
- ii. Tenderer must not have been blacklisted or deregistered by any Central /State Government Department or Central/State Public Sector Undertaking. Also no work of the tenderer must have been rescinded by client after award of contract during the last 5(Five) years. The tenderer/bidder should submit an undertaking in their letter head to this effect in prescribed Performa of **Annexure-'F'**.

#### 1.1.3.2 Minimum Eligibility Criteria :

The bidder shall have experience of successfully completed during the last 7 years ending in the month of **January 2016 (i.e. 31.01.2016)**

- (i) Three similar works\* quantity not less than 120 MT (40%) OR
- (ii) Two similar works\* quantity not less than Rs. 180 MT (60%) OR
- (iii) One similar work\* quantity not less than Rs. 240 MT (80%)

\*Similar works means the “**Cartage of Bitumen from Public Sector Oil Marketing Company Depot/ Refinery to Employer’s Store/ Godown**”

#### Notes:

- (i) The value of the executed/ completed works shall be **updated up to 31.01.2016** assuming inflation at a simple rate of 7% per annum by enhancing the actual value of work (in Rs.) calculated from the date of actual completion to last day of the month previous to the one in which the tenders are invited.
- (ii) The tenderer shall submit details of work executed by them in the Performa of Annexure for the works to be considered for qualification of work experience criteria. Documentary proof such as completion certificates from client clearly indicating the nature/scope of work, actual completion cost and actual date of completion, with any levy of compensation, time over run, performance/quality of works etc. as per Annexure-I of Appendix-20 of CPWD Works Manual 2014 for such work should be submitted. **The offers submitted without this documentary proof shall not be evaluated.** In case the work is executed for private client, copy of work order, bill of quantities, bill wise details of payment received certified by C.A., T.D.S certificates for all payments received and copy of final/last bill paid by client shall be submitted.
- (iii) Value of successfully completed portion of any ongoing work up to **31.01.2016** will also be considered for qualification of work experience criteria.

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## FINANCIAL STANDING

- (i) **Annual Turnover:** The Average Annual Financial Turnover from Construction Works bidder should be not less than Rs.1,12,000/- (100% of the Approx/Estimated cost) during last three consecutive financial years ending 31<sup>st</sup> March, 2015.
- (ii) **Profitability:** The bidder should not have incurred any loss more than Two years during the last Five years ending 31<sup>st</sup> March, 2015.
- (iii) **Solvency:** The bidder should have a Solvency of more than Rs. 45,000/- (40% of Estimated Cost)

### 2 Submission of Tender: The proposal shall contain the following:-

1. Technical Bid
2. Financial Bid

**The tenders not accompanied by Earnest Money in prescribed form shall be summarily rejected.**

### 3 Tenders without Earnest Money and Tender Cost will be considered as non-responsive and summarily rejected.

4 The Financial Bid/Price Bid of only those successful tenderers, who will qualify in the technical bid (on the basis of their technical proposal and along with other details given in the technical bid) will be opened.

5 The weightages and associated specific technical evaluation criteria is given as under:-

#### Technical Bid

S.NO	PARAMETER	SCORE
1	Technical Bid	100
1.1	Financial Strength/Standing	30
1.2	Experience & Performance in similar works (last seven years)	70

**5.1 Financial submission of only those Bidders who achieve at least fifty percent marks in each & sixty percent marks in aggregate for their technical proposal would be opened.**

5.2 The computation of the Technical Status of Bidder Assessment would be based on the details provided in Technical Bid. The evaluation on the Present Technical Proposal would be qualitative & to the best judgment & discretion of SDMC evaluation committee. The marks so assigned by SDMC evaluation committee would be final and binding on the Bidder/tenderer. The Benchmark Score to be achieved for technical submission will be decided by the SDMC Evaluation Committee.

6. The successful Bidder will be chosen from the group of qualifying Bidders ("eligible Bidders for financial bid") achieving benchmark score after technical bid evaluation as per the criteria set out by the evaluation committee.
7. The final qualifying Bidder for the assignment will be the one whose financial bid is lowest amongst the qualifiers.

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8. If any information furnished by the applicant is found incorrect at a later stage, he shall be liable to be debarred from tendering/ taking up of work in SDMC. The department reserves the right to verify the particulars furnished by the applicant independently. Conditional Tenders are liable to be rejected.
9. All information contained in this package should be treated as confidential and Bidders are required to limit dissemination on a need-to-know basis. All tenderer are hereby cautioned that tenders containing any material deviation or reservations or conditional tenders shall be considered as non-responsive and is liable to be rejected.
10. Tenders shall be valid for a period of **150 days** from the latest date of submission of tenders. Prior to expiry of the Proposal Validity Period, SDMC may request the Bidders to extend the period of validity for a specified additional period. The Successful Bidder shall, where required, extend the Proposal Validity Period till the date of execution of the consulting contract.
11. If any of the above days happen to be holiday, then the tenders will be Sold/ Received and opened on the next working day at the same time.
12. The work shall be carried out as per CPWD Works Manual/Specifications.
13. SDMC reserves the right to accept or reject any or all proposals without assigning any reasons. No tenderer shall have any cause of action or claim against the SDMC for rejection of his proposal.
14. **Site Visit:-** Bidders may carry out site visit at any time at their cost and satisfy themselves before submitting their tenders. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions / local conditions and other factors having a bearing on the execution of the work.
15. No Engineer of gazetted rank or other gazetted officer employed in Engineering or Administrative duties in the Engineering Department of the SDMC is allowed to work as a contractor for a period of one year after his retirement from service, without the prior written permission of the SDMC in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of the SDMC as aforesaid before submission of the tender or engagement in the contractor's service.
16. **Indemnify:** *The successful tenderer* shall indemnify the South Delhi Municipal Corporation against all losses and claims in respect of death or injury to any person, loss and damage to any property including works arising out of any consequences of the execution by submitting the "Indemnity Bond" on a stamp paper of value Rs.100/-
17. All statutory Govt. instructions related to the work shall be binding to the contractor.

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18. IS system of measurements shall be followed.

19. The adjudication for any dispute shall be the Local Jurisdiction and Court of Delhi.

**Executive Engineer (Stores)  
South Delhi Municipal Corporation**

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## SECTION II SPECIAL CONDITIONS OF THE CONTRACT

- 1) The Rates to be quoted in Indian Rupees Only.
- 2) The quoted rates are inclusive of loading of Packed Bitumen Emulsion from the Depot/ Godown of Public Sector Oil Marketing Company carriage, unloading and stacking etc. in the Store of Executive Engineer (Stores) at Khyala, New Delhi.
- 3) The lifting of Bitumen Emulsion shall be from Public Sector Oil Marketing Company Depot/ Refinery at Bahadurgarh, Haryana shall be delivered to the Executive Engineer (Stores) SDMC at Khyala, New Delhi.
- 4) **The quoted rates of the bidders shall be inclusive of all the taxes, octroi, cess including Service Tax, VAT etc.**
- 5) In the event of any damage/short delivery found at the time of receiving Bitumen Emulsion at Central Store, Khyala, New Delhi, the recovery of the same shall be made from the contractor @ twice the rate of Bitumen inclusive of cost of carriage. The recovery amount will be in multiple of Bitumen drums (200 Kgs. each)
- 6) The approximate quantity of Bitumen Emulsion to be delivered is 300 MT is indicative only. The quantity may increase/decrease as per the requirement. No claim in this regard shall be entertained at any time at any stage.
- 7) The payment to the contractor shall be made for the net weight of Bitumen received at SDMC/Store at Khyala. The weighing charges shall be borne by contractor himself and nothing extra will be paid by the department on this account.
- 8) The permissible total loss of Bitumen Emulsion during loading/unloading/stacking will as per BIS codes/CPWD Specifications/Manual.
- 9) The Bitumen Emulsion to be brought by contractor in lots as per the requirement of Engineer- in-charge during the currency of contract period or extended period, if any.
- 10) The SDMC reserves the rights to increase/decrease/cancel or split the order as per its requirement without assigning any reason.
- 11) The contractor shall be fully responsible for any damage to the Bitumen Emulsion during loading/transportation/unloading/stacking due to any calamity or accident. Any damage to the Bitumen Emulsion shall be paid by the contractor @ twice the rate of Bitumen Emulsion inclusive of cost of carriage. The recovery amount will be in multiple of Bitumen Emulsion drums of 200 Kgs each.
- 12) Any recovery(s) on any account like damage, short supply etc. will be recovered from the running account bill/security deposit of the contractor.
- 13) The Trucks to be deployed by contractor shall be in good running condition and shall complied with all the relevant documents w.r.t. Transport Authority/Pollution Control Authority/Statutory /Local Authority.
- 14) The contractor shall deliver the Bitumen Emulsion at Khyala, Central Store in good condition within the reasonable time taken for transportation.
- 15) The Contractor/transporter shall liaison with the Public Sector Oil Marketing Company Depot/ Refinery at Bahadurgarh, Haryana to receive the Bitumen Emulsion and will also inform the Engineer-in-Charge simultaneously.
- 16) The bidder shall have valid Delhi VAT registration & Service Tax registration etc.

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### **SECTION-III**

#### **TECHNICAL BID SUBMISSION FORMAT**

**The technical bid shall consist of the following documents:**

1. Document in support of payment of Earnest Money.
2. Tender Cost of Rs. 500/- towards the cost of Tender Document.
3. Delhi VAT Registration Certificate.
4. Service Tax Registration Certificate.
5. Income Tax/Pan Card.
6. Financial details/information as per **Annexure – A**.
7. Bank Solvency Certificate as per **Annexure-B**.
8. Details of all similar works completed in the last seven years as per **Annexure – C**. The expenditure so claimed need to be supported with any experience certificate issued by the client and signed by an officer not below the rank of Executive Engineer.
9. Performance on Completed or ongoing works shall be furnished as per **Annexure– D**
10. Anti – Collusion certificate as per **Annexure – E**.
11. Undertaking for not Blacklisted as per **Annexure- F**.

**Note - The Technical proposal shall not include any financial information.**

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**ANNEXURE 'A'**

**FINANCIAL DATA  
(FINANCIAL STANDING)**

**NAME OF THE TENDERER/BIDDER:**

**(All Amounts in Rupees)**

S. No.	Description	Financial Data for Latest Last Three Financial Years (if details of FY 2014-15 are not available, then provide the details for previous three years)			Remarks
		Year 2012-13	Year 2013-14	Year 2014-15	
1.	Total Assets				
2.	Current Assets				
3.	Total Liabilities				
4.	Current Liabilities				
5.	Profits Before Taxes				
6.	Profits After Taxes				
7.	Net Worth [= 1 - 3]				
8.	Working Capital [=2 - 4]				
9.	Annual Turnover				

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**Signature of Authorized Signatory  
on behalf of Tenderer with company seal**

**NOTE:**

1. Attach copies of the audited balance sheets, income tax returns including all related notes, income statements for the last five audited financial years, as indicated above.
2. All such documents reflect the financial data of the tenderer and not that of sister or parent company.
3. **The above Annexure shall be duly certified by Chartered Accountant / Company Auditor under his Signature & Stamp.**

**ANNEXURE 'B'**

**BANK SOLVANCY CERTIFICATE**  
**(on the Letter head of the Bank)**

This is to certify that to the best of our knowledge and information that M/s./Sh.\_\_\_\_\_ having marginally noted address, a customer of our bank are/is respectable and can be treated as good for any engagement upto a limit of Rs.\_\_\_\_\_ (Rupees\_\_\_\_\_).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

Signature & Seal

Name of Bank Manager  
Name of Bank  
Address

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**ANNEXURE – ‘C’**

**WORK EXPERIENCE**

**DETAILS OF ALL WORKS OF SIMILAR NATURE COMPLETED**

**DURING THE LAST SEVEN YEARS**

**Name of the TENDERER:-**

1. Name of Work/Project and Location	
2. Agreement / Contract No.	
3. Client (with Address & Telephone)	
4. Scope / Nature of work	
5. Date of Start	
6. Stipulated Date of Completion	
7. Actual Date of Completion	
8. Detail about any Levy of Compensation, Time Over Run, Performance/Quality of Works etc	
9. Total value of work done on completion (up to <b>31.07.2015</b> in case of works in progress)	
<b>Value of work done of component of Similar works means “Cartage of Bitumen from Public Sector Oil Marketing Company Depot/ Refinery to Employer’s Store/ Godown” as stipulated in NIT clause 1.1.3.2.</b>	
10. Reference to Client’s/ Employer Completion Certificate	
11. Litigation or Arbitration cases pending/ in progress with detail	
<b>NOTE:</b>	
1. Attach copy of the Experience & Performance Certificate issued by the Client	
2. <b><i>In case the work is executed for private client, copy of work order, bill of quantities, bill wise details of payment received certified by C.A., T.D.S certificates for all payments received and copy of final/last bill paid by client shall be submitted.</i></b>	

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#### ANNEXURE – ‘D’

**Performance on Completed Works OR Ongoing Works as  
“Cartage of Bitumen from Public Sector Oil Marketing Company Depot/ Refinery to  
Employer’s Store/ Godown” where Progress is 120 MT OR More During Last Seven  
Years**

1. Name of the Agency
2. Name of work/project and location
3. Agreement No.
4. Estimated Cost
5. Tendered Amount
6. Gross Value of work done till date
7. Date of Start
8. Date of completion and present progress (%)
  - i Stipulated date of completion
  - ii Actual / Anticipated date of completion.
  - iii Present Progress (For ongoing works)  
Financial / Physical
9. Performance Report
  - (i) Quality of work Very Good/Good/Fair/Poor
10. Amount of compensation levied for delayed completion, if any.
11. Whether the agency has gone for Litigation/Arbitration against the client.
12. Whether the client has gone for Litigation/Arbitration against the agency.

**Executive Engineer/  
Chief Project Manager or equivalent**

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**ANNEXURE – ‘E’**

**FORMAT FOR ANTI – COLLUSION CERTIFICATE**

**Anti – Collusion Certificate**

We hereby certify and confirm that in the preparation and submission of our bid for the proposals, we have not acted in concert or in collusion with any other Bidder or other person (s) and also not done any act, deed or thing which is or could be regarded as anti – competitive.

We further confirm that we have not offered or will offer any illegal gratification in cash or kind to any person or agency in connection with instant Proposal.

Date this \_\_\_\_\_ Day of \_\_\_\_\_ 2016.

\_\_\_\_\_

(Name of the Bidder)

\_\_\_\_\_

**Signature of Authorized Signatory  
on behalf of Tenderer with company seal**

(Name of the Authorized Person)

Note:

1. This Certificate is to be submitted on the letterhead of the Bidder/tenderer

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## **ANNEXURE- F**

### **UNDERTAKING FOR NOT BLACKLISTED**

I/We do hereby undertake that we have not been blacklisted or deregistered/debarred by any Central / State Government Department or Central/State Public Sector Undertaking or Central/State Autonomous Body and also that none of our work was rescinded by the client after award of contract during last 5 (Five) Years ending 31/01/2016.

**Signature of Authorized Signatory  
on behalf of Tenderer with company seal**

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#### **NOTE:**

1. The undertaking shall be signed by authorized signatory of the tenderer on the letterhead of the bidder/tenderer.

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### FINANCIAL BID PRICE SCHEDULE

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S. No	DSR 2014 Item No.	Item	Qty	Rate (Rs.)	Unit	Amount (Rs.)
1	1.1.1.13	Carriage of material by mechanical transport including Loading, Unloading, Stocking and cartage of Bitumen Emulsion 1500 drums (300 MT) from Public Sector Oil Marketing Company Depot/ Refinery at Bahadurgarh, Haryana to SDMC Khyala Central Store, New Delhi.				
(i)						
(ii)						
		For a lead upto 20 Kms.	300	245.46	MT	73,638/-
		Beyond 20 Kms. Per Additional Kms. (for a lead upto 40 Kms.)	300	6.34	Per Km/MT	38040/-
Percentage Rate Quoted (above or Below or at Par)			(In Figures)			
			(In Words)			

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**Seal & Signature of Authorized Signatory  
on behalf of the Tenderer**

**Note:-**

- 1. The tenderer shall paste a transparent cello tape on their quoted rates & amount.**
- 2. The tenderer/bidder shall quote his rates in Indian Rupees only. All the payments shall be made to the contractor only in Indian Rupees.**
- 3. The tenderer shall quote his rates both in figures and words upto two decimal places.**
- 4. The rates quoted in the words shall be considered in case of any ambiguity.**