NOTICE INVITING BID (NIB)

NIB No. 01/NIB/O&S/OP/C&H/2016-17 Date: 05.12.2016

1.1 GENERAL

1.1.1

i. **Jaipur Metro Rail Corporation** invites Digitally Signed and Sealed Bids from interested and eligible housekeeping agencies for Mechanized cleaning and housekeeping works of Mansarovar, New Atish Market, Vivek Vihar, Shyam Nagar , Ram Nagar, Civil Lines, Metro Railway Station , Sindhi Camp, and Chandpole (Underground) Metro Stations.

ii. The complete bid document can be downloaded from the state e-procurement website https://www.eproc.rajasthan.gov.in and interested bidders will have to submit their offer in electronic formats both for technical and financial proposal on this website with their digital signatures. The complete bid document can also be seen on Corporation's website www.jaipurmetrorail.in and state procurement portal i.e., www.sppp.raj.nic.in.

iii. Bidders who wish to participate in this bidding process must register on https://eproc.rajasthan.gov.in. To participate in online Bids, as per Information Technology Act, 2000, Bidders will have to obtain Digital Signature Certificate (DSC) from any agency approved by Controller of Certifying Authorities (CCA).Bidders who already have a Valid Digital Signature Certificate need not to obtain a new Digital Signature Certificate. This DSC will be used to sign the bids submitted online by the bidder. Unsigned bids will not be entertained and will be rejected outright.

iv. Please note that a pre-bid meeting of prospective bidders in scheduled as per the details specified below. The objective of this meeting is to address the queries of the prospective bidders related to the Work/Bidding document.

1.1.2 The key details of the NIB are as follows:

KEY DETAILS

a.	**Name of Work and NIB No.**	**Mechanized cleaning and housekeeping works of Mansarover, New Atish Market, Vivek Vihar, Shyam Nagar, Ram Nagar, Civil Lines, Metro Railway Station, Sindhi Camp, and Chandpole (Underground) Metro Stations.** **NIB No. 01/NIB/O&S/OP/C&H/2016-17**
b.	**Approximate Cost of work**	**Rs. 470 Lacs**
c.	**Bid Security Amount**	**Rs. 9,40,000/- (by Demand Draft / Bankers Cheque and FDR, payable in favour of Jaipur Metro Rail Corporation Limited.** /-(Approximate 2% of the Estimated Cost, 0.5% for Small Scale

		Industries of Rajasthan, 1% for sick industries other than Small Scale Industries, whose cases are pending with BIFR)(refer clause 12)
d.	**Cost of Bid form (non Refundable)**	**Rs. 21,000/-** (Rs. Twenty One Thousand Only), (Non-refundable) by Demand draft payable in favour of Jaipur Metro Rail Corporation Limited.
e.	**E - Tender Processing Fee (Non - Refundable)**	Rs.1000/- (Rs. One Thousand only) By Demand Draft / Bankers Cheque, payable in favour of MD, RISL Jaipur.
f.	**Online Bid Document availability period**	From 07.12.2016 (17:00 hrs.) to 10.01.2017 (11:00 hrs.)
g.	**Online Bid Document submission period**	From 19.12.2016 (09:00 hrs.) to 10.01.2017 (15:00 hrs.)
h.	**Date ,Time & Place of opening of Online Technical Bid**	10.01.2017 (15:30 hrs.) Room No. 417, 4th Floor, Admin Building, Jaipur Metro Depot, Bhrigu Path, Mansarovar, Jaipur-302020.
i.	**Date and Time of opening of online Financial Bid***	Will be intimated later to technically qualified bidders through e-mail/phone.
j.	**Venue and Last Date and Time of physical submission of Cost of Bid Form, Bid Security and Processing Fee****	Room No. 417, 4th Floor, Admin Building, Jaipur Metro Depot, Bhrigu Path, Mansarovar, Jaipur-302020. Upto 10.01.2017 (15:00 hrs.)
k.	**Date ,Time & place of Pre Bid meeting**	14.12.2016 Time 11:00 hrs Room No. 407, GM (Operations), 4th Floor, Admin Building, Jaipur Metro Depot, Bhrigu Path, Mansarovar, Jaipur-302020. Tel-+91(141)5153708 , 7728895409
l.	**Last date for receiving queries/ clarifications**	14.12.2016 Time 17:00 hrs

m.	Uploading of Remarks of Metro Administration to the Issues raised in Pre bid conference	17.12.2016 Time 17:00 hrs
n.	**Validity of Bid**	180 days from the last date of submission of Bid.
o.	**Stipulated date of Commencement of work**	Within 07 (seven) days from the date of issue of "Letter of Acceptance".
p.	**Period of Completion**	2 Years
q.	**Performance security**	5% of contract amount, 1% for Small Scale Industries of Rajasthan, 2% for sick industries other than Small Scale Industries, whose cases are pending before the BIFR (refer clause 27)

Director (Operations & Systems),
2nd floor, Admin Building,
Metro Depot Bhrigu Path,
Mansarovar, Jaipur-302020.

1.2 **POINTS TO BE NOTED**

1.2.1 Bid document consists of the following:

a. Notice inviting Bid
b. Scope of Work
c. Bid Prices and Schedule of Payment
d. Instructions to Bidders
e. Special Conditions of Contract (SCC)
f. Bill of Quantities.

The Bidders may obtain further information in respect of these Bid documents from the office of **General Manager (Operations), 4th floor, Admin Building Metro Depot Bhrigu Path, Mansarovar, Jaipur-302020.**

All Bidders are hereby cautioned that Bids containing any material deviation or reservation as described in clause 20.0 of 'Instruction to Bidders " and / or minor deviation without quoting the coast of withdrawal shall be considered as non responsive and shall be summarily rejected.
Approved GCC and SHE Manual are uploaded and available on the JMRC website, By Signing the Bid document, firm is deemed agreed to accept the GCC and SHE.

1.3 Minimum Eligibility criteria :- The bidder should meet all the eligibility criteria as mentioned below :-

(a) Work Experience :- (Physical requirement)

The Bidder should have minimum five years experience of cleaning and housekeeping works in any Central Govt. /state Govt./PSU's/JMRC and any private reputed organization/companies(submit relevant documentary proof).Experience of having satisfactorily completed similar works during last 5 years period ending last day of the month previous to the one in which the Bids are invited should be either of the following:-

i) Three similar successfully completed works each costing not less than the amount equal to **Rs.188/- lacs**.

Or

ii) Two similar successfully completed works each costing not less than the amount equal to **Rs. 235/- lacs**.

Or

iii) One similar successfully completed work costing not less than the amount equal to **Rs. 376/- lacs**.

Bidder has to submit performance report of completed work. Bidder or their sister concern who has already worked for Jaipur Metro Rail Corporation Limited have to submit performance report issued by Competent Authority, JMRC.

(b) Financial Standing (Average Annual Turnover):

The annual turnover of applicant during each of last three audited financial years should not be less than **Rs.188/- lacs**.

(c) **<u>Other Eligibility Requirements</u>**

Bidder should meet other eligibility requirements as per following –

S. No.	**Eligibility criteria**	
i.	The bidder firm should be in existence at least for last five years excluding the current financial year (i.e. formed on or before 01.04.2011)	a. Copy of Registration certification of the firm / partnership deed / Certificate of incorporation. Etc. b. Copy of Articles of Association & Memorandum of Association (if applicable) c. Income Tax Registration(Copy of PAN Card) d. Copy of Service Tax Registration number (along with copy of latest challan and Return both) e. Profile of the firm including the related activates done in last five years along with copies of work orders. f. Self certified copy of the statement of Bank Account for the bidding firm.

ii.	The bidder should have the following registrations: a) Registration certificate and licence Number under Contract Labour (regulation & Abolition) Act, 1970 b) Under Employees' Provident Fund and Miscellaneous Provisions Act, 1952. c) Under Employees' State Insurance Act, 1948.	Enclose copy of below mentioned documents. A. Registration certificate for 'a', 'b'& 'c' B. Copy of latest challan and return both for 'b' and 'c' obtained in the name of Firm (not individual name).

Note:-

a. For point no. (i) and (ii), in case of bidder is consortium, the above documents shall be mandatorily submitted for all the constituent members.

b. All uploaded documents need to be digitally singed, else such documents shall not be considered.

c. Bidder is to carry out their self assessment in respect of their capacity in terms of manpower, machine and finance. He is to indicate separate set of manpower, machinery in different Bids. Once a Bid is accepted, resources required for its execution shall not be considered for assessment of other Bid. The Bidder is to consider + ve or – ve in the annual value or work to be executed to the extent of 50% (rounded off to next higher whole number) and should be able to take up additional similar work at short notice at the accepted rate for which he is to indicate account of poor performance and Bidder shall have no right for any claims due to reduction in scope of work.