**CONSTRUCTION AND MAINTENANCE GROUP**  
**ई-निविदा आमंत्रण सूचना**  
**NOTICE INVITING e-TENDER**

On Behalf of the President of India, online item-rate tenders are invited through e-tendering for the following work:

<table>
<thead>
<tr>
<th>क्र.सं/Sl. No</th>
<th>वर्णन / Description</th>
<th>विवरण / Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>कार्य का नाम / Title of work</td>
<td>एनआरएससी, जीडीमेटला, पुराना एयरपोर्ट एवं बालानगर परिसर, हैदराबाद में विंडो, स्पिट एसी, केसेट, वाटर कूलर, वाटर डिस्पेंसर आदि के लिए व्यापक वार्षिक अनुरक्षण संबंधित। Comprehensive Annual Maintenance Contract for the window, Split AC, cassette, water coolers, water dispensers etc at NRSC Jeedimetla, Old airport and Balanagar Campus, Hyderabad.</td>
</tr>
<tr>
<td>2.</td>
<td>निविदा की ज्ञातामणि लागत / Estimated cost put to tender</td>
<td>Rs. 53.00 लाख / Lakhs (दो वर्ष की अवधि के लिए / for two years period)</td>
</tr>
</tbody>
</table>
| 3. | कार्यविधि जारी होने के पंद्रहवें दिन से गणना करते हुए कार्य समाप्ति की अवधि (भाग में) | 24 माह / Months  
#प्रमाण में एक वर्ष की अवधि के लिए और संयोगजनक नियमादि पर शेष अवधि के लिए विकल्प प्रयोग "Initially for one year period and extendable for balance period on satisfactory performance |
| 4. | निविदा दस्तावेज डाउनलोड करने की अवधि | From: 24.01.2020 10:00 बजे/Hrs से  
To: 04.02.2020 तक |
| 5. | स्पष्टीकरण अवधि | Clarifications on From: 24.01.2020 10:00 बजे/Hrs से  
To: 05.02.2020 15:00 बजे/Hrs तक |
| 6. | निविदा प्राप्ति की अंतिम तिथि व समय | Last date and time for receipt of tenders. Up to 07.02.2020 16:00 बजे/Hrs तक |
| 7. | निविदा भेजने की अंतिम तिथि व समय | Due date and time of opening of tenders. On 11.02.2020 15:00 बजे/Hrs |
| 8. | ब्यापार बाध्यता | Earnest money deposit (EMD) Rs.1,06,000/- |
2. Eligibility Criteria for Issue of Tender Documents –

Tender documents will be issued only to those who satisfy the following eligibility criteria:

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Eligibility Criteria</th>
<th>Documentary proof for the eligibility (Self attested copies to be submitted)</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>बाली जमा करने के आदेश के लिए सैंकड़ों पूरा समाप्त होने वाले गत वर्ष के दौरान सम्मान निवेशित कार्यों से सम्मान समिधित कार्य का संतोषप्रद कार्य से पुरा किया गया है। Should have satisfactorily completed the similar works as mentioned below during last Seven years ending previous day of last date of submission of bids.</td>
<td></td>
</tr>
<tr>
<td>i.</td>
<td>तीन समान पूर्णता के कार्य, जिनकी लागत, अनुमानित लागत के 40% से कम न हो। (अर्थात रू. 21.20 लाख) Three similar works each costing not less than 40% of the estimated cost (i.e. Rs.21.20 Lakhs) (or)</td>
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<tr>
<td>ii.</td>
<td>दो समान पूर्णता के कार्य, जिनकी लागत अनुमानित लागत के 60% से कम न हो। (अर्थात रू. 31.80 लाख) Two similar works each costing not less than 60% of the estimated cost (i.e. Rs.31.80 Lakhs) (or)</td>
<td></td>
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<tr>
<td>iii.</td>
<td>समान पूर्णता का एक कार्य जिसकी लागत अनुमानित लागत के 80% से कम न हो। (अर्थात रू. 42.40 लाख) One similar work costing not less than 80% of the estimated cost (i.e. Rs. 42.40 Lakhs).</td>
<td></td>
</tr>
</tbody>
</table>

**Note:** उपयुक्त अंकित मूल्य के कार्य का दो वर्ष की अवधि में पूर्ण किया हो।

**Note:** The value of work mentioned above should have been completed within 2 years of time period.

### Documentary proof for the eligibility

1. कार्य अनुभव हेतु संबंधित प्राथमिक दर्जा जारी कार्य आदेशों एवं कार्य पूर्णता प्रमाण-पत्रों की प्रमाणित प्रति।
   - Certified copy of work orders and completion certificates issued by the authority concerned to establish work experience.

2. निजी पक्षों द्वारा जारी कार्य पूर्णता प्रमाण-पत्रों के साथ टीडीएस (ब्रोट पर कर काटाव) प्रमाण-पत्र भी होने चाहिए।
   - Completion certificates for works issued by Private parties shall be supported by TDS (Tax Deducted at Source) certificates and Completion & Experience certificates issued by Clients indicating the nature of work, value of work carried out and period of contract shall be furnished.

**Note:**

1. समानता कार्य से आशय है कि “विंडो/स्प्रिट/क्रेटेट एसी के लिए यथायोग्य वार्षिक अनुरक्षण”
   - Similar work shall mean works of “Comprehensive annual maintenance for window AC/ Split AC/ Cassette AC”

2. निपटान कार्य के मूल्य को कार्य पूर्ण होने की तिथि से बाहर हेतु अवबंध प्राप्त होने की अंतिम तिथि के बादलविक मूल्य को वार्षिक 7% के सारख दर पर बढ़ाकर वर्तमान लागत मूल्य के स्तर तक लाना होगा।
   - The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to last date of submission of bids.

3. उप-संबंधित उपक्रम को पाना/मूल्यांकन के लिए अंका नहीं जाएगा।
   - Work executed as sub-contract or joint-venture will not merit for eligibility/evaluation.
3. The tender document may be downloaded from e-Tendering website www.tenderwizard.com/ISRO. Downloading of tender documents alone will not make a tenderer eligible for participating in the bidding. The documents uploaded by the tenderers will be subjected to verification subsequently by Department. If found not meeting the requirement, such offers will be rejected.

4. a) Tenders should be accompanied with Earnest Money Deposit for value specified in Para 1 above, in the form of Deposit at Call receipt/ Term Deposit Receipt of any Scheduled Bank of Pay & Accounts officer NRSC, Hyderabad (or) in the form of Bank guarantee (Bank guarantee should invariable be submitted along with ICSFMS acknowledgement copy – in banking terminology IFN 760 COV BANK Guarantee Advice Message to the Advising Bank Branch) issued by a scheduled bank. Earnest Money Deposit shall be valid for 180 days from the due date of receipt of tenders. In case EMD in the form of DD is furnished, the same will be encashed immediately on opening of tenders and refund of EMD for unsuccessful tenderers will be made through Cheque / electronically by the Department.

b) The MSME units claiming exemption of Tender cost/ EMD should submit MSME UDYOG ADHAR MEMORANDUM or registration certificate issued by District Industries Centre (DIC) / Khadi & Industries board (KVIB)/ Coir board / National small industries commission (NSIC)/ Directorate of Handicrafts and handlooms or any other body specified by Ministry of MSME. The memorandum/certificate shall be valid as on due date / extended due date of the tender.

5. Tenders will be opened at the Office of the Group Head/ Head, Construction and Maintenance Group/ Division on the stipulated date and time specified in Para 1 above.
6. a) The office of the Group Head, Construction and Maintenance Group on or before due date and time of opening of tender indicated in para 1 above. If valid EMD is not received on or before due date and time of opening of tender, the tender offer shall be summarily rejected.

b) The MSME units claiming exemption of Tender cost/ EMD should submit attested hard copy of MSME UDYOJ ADHAR MEMORANDUM or registration certificate as indicated in para 4 (b) above. The hard copy of above memorandum / certificate shall be submitted to the office of the Group Head/Head, Construction and Maintenance Group/ Division on or before due date and time of opening of tender. If hard copy is not received on or before due date and time of opening of tender, the tender offer shall be summarily rejected.

7. The technical & commercial bid of those tenderers who furnished valid EMD only will be opened. On opening of Technical & commercial bid, further detailed scrutiny / evaluation will be carried out. During the evaluation of techno-commercial bids, the documents furnished by the tenderers will be scrutinized in detail. Any tenderer, found as not fulfilling the eligibility criteria will be rejected at this stage and such offers will not be considered for further processing. The price bid of only those tenderers who have been qualified during the scrutiny and technical evaluation will be opened separately on a specified date (with due intimation to the qualified bidders) and further processed, as per tender procedure/ stipulations.

8. Earnest money of the successful contractor will be converted into Performance guarantee. On completion of the work, the same will be converted as security deposit. In cases of exemption for payment of Earnest money, separate performance guarantee at 2% of the estimated cost put to tender to be submitted immediately on receipt of letter of acceptance/ work order.
9. Intending tenderers may inspect the site before submitting the tenders, with the prior permission of Group Head, CMG, NRSC

10. The tender accepting authority on behalf of President of India is not bound to accept the lowest or any other tender and reserves the authority to reject any or all the tenders received without assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected.

11. The tender accepting authority on behalf of President of India also reserves the right to alter the scope or reduce quantum of work before issue of work order and the tenderer shall not have any claim what so ever on this account.

12. Canvassing directly or indirectly, in connection with tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.

13. The tender accepting authority reserves the option to give preferences to the offers in accordance with the policies of the Government from time to time.

14. The contractor shall not be permitted to tender for works in the Division of that particular Centre of the Department responsible for award and execution of contracts for which his/her
near relative is working. He/she shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any Gazetted Officer in the Department of Space. Any breach of this condition by the contractor would render him liable for rejection of tender or cancellation of contract.

16. The tender, as per Para 1 above, shall be valid for a minimum period of 120 days from the due date of receipt of the tender. If any tenderer withdraws the offer within the validity period or makes any modifications in the terms and conditions of the tender which are not acceptable to the Department, the Government shall without prejudice to any other right or remedy, be at liberty to forfeit 50% (Fifty Percent) of the Earnest Money Deposit absolutely. Further, the tenderer shall not be allowed to participate in the re-tendering process of the work.

17. On concluding the tender, an agreement shall be drawn with the successful tenderer.

समूह प्रमुख, सीएमजी, एनआरएससी
Group Head CMG, NRSC
SCANNED COPY OF THE FOLLOWING DOCUMENTS SHALL BE SUBMITTED ALONG WITH TECHNO-COMMERCIAL BID, FAILING WHICH THE TENDERERS ARE LIABLE TO BE REJECTED

1. दिए गए कार्य हेतु संबंधित अधिकारी द्वारा जारी किए गए कार्य आदेश।
   Work orders issued by the authority concerned to establish work on hand.

2. कार्य अनुसूची हेतु संबंधित अधिकारी द्वारा जारी कार्य समाप्ति प्रमाण-पत्र।
   Completion certificates issued by the authority concerned to establish work experience.

3. पाठवने मानदंड के अनुसार, समान प्रकृति के कार्यों, तुलनात्मक मात्रा के कार्यों के लिए जारी किए गए कार्य समाप्ति प्रमाण-पत्र।
   Documentary proof for having executed the work of similar nature and comparable magnitude as per the eligibility criteria.

4. निजी प्रकार के द्वारा जारी किए गए कार्यों के लिए कार्य समाप्ति प्रमाण-पत्र, टी.डी.एम. (सोट पर कर कटौती) प्रमाण-पत्र के साथ होना चाहिए।
   Completion certificate for works issued by private parties shall be supported by TDS (Tax Deducted at Source) certificates.

5. पीएफ एवं एसआई पंजीयन संबंधी प्रति
   Copy of PF and ESI registration number

6. निविदा के सामान्य निर्देशनों में प्रति-1 के अनुसार, पूर्ण किए गए कार्यों की एक सूची, जिसमें कार्य का मूल्य, पूर्णता का अंश, समय विस्तार आदि का उल्लेख होना चाहिए।
   A list of completed works indicating value of work, date of completion, extension of time etc., as per Format-1 in General Conditions of Contract.

7. पैन/टैन व्हीरा।
   PAN/ TAN details.

8. ब्याना राशि जमा।
   Earnest Money deposit.

9. व्योरे सहित कंपनी ग्रोफाइल।
   Company Profile with details.

10. अतिरिक्त दस्तावेज, यदि कोई।
    ADDITIONAL Documents, if any.

11. बैंक जीएसटी पंजीयन संख्या (जीएसटीन)।
    Valid GST registration number (GSTIN).

12. देयक मुदतयाम के हस्तांतरण की सूचित किए लिनिविदा के लिए निविदाकार्य अपने बैंक का विवरण भी जमा करें।
    To facilitate transfer of consideration payable, the tenderer is requested to furnish their bank details.
IMPORTANT NOTE:

The original instrument of EMD (CDR/FDR/TDR/BG) (Bank guarantee should invariably be submitted along with ICSFMS acknowledgement copy – in banking terminology IFN 760 COV BANK Guarantee Advice Message to the Advising Bank Branch) /DD/attested copy of MSME UDYOG ADHAR MEMORANDUM or Registration Certificate as indicated in para 4(b) above shall reach “OFFICE OF GROUP HEAD, CONSTRUCTION AND MAINTENANCE GROUP, NATIONAL REMOTE SENSING CENTRE, DPT. OF SPACE, GOVT. OF INDIA, BALANAGAR, HYDERABAD – 500 037” on or before tender opening date and time as stipulated in e-Tender Notice.

GROUP HEAD CMG, NRSC