NOTICE INVITING e-TENDER

E-Tender Notice No & Date: NRSC/CMG/BN/NIT/9016/ET/54/2019-20, Dt. 22.01.2020

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

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>कार्य का नाम / Title of work</td>
<td>एनआरएससी बालानगर परिसर में उद्यानों, लॉन, हरियाली का श्रमपत्र, सामग्री, टूल्स, पौधे आदि सहित व्यापक वार्षिक अनुरक्षण संबंधी। Comprehensive AMC of gardens, lawns and greenery including manpower, material, tools &amp; plants etc at NRSC, Balanagar Campus</td>
</tr>
<tr>
<td>2.</td>
<td>निविदा की अनुमानित लागत / Estimated cost put to tender</td>
<td>Rs.153.82 लाख / Lakhs ( for two years period)</td>
</tr>
</tbody>
</table>
| 3. | कार्यदिश जारी होने के पंद्रहवें दिन से गणना करते हुए कार्य समाप्ति की अवधि (भार में) Period of completion in months reckoned from the 15th day of date of issue of work order. | 24 महीने/months* *
| 4. | निविदा दस्तावेज डाउनलोड करने की अवधि Period during which the tender document can be downloaded | From: 24.01.2020 To: 04.02.2020 |
| 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 tender | Up to 07.02.2020 16:00 बजे/Hrs तक |
| 7. | निविदा धारण करने की नियम तिथि व समय Due date and time of opening of tenders. | On 11.02.2020 15:00 बजे/Hrs |
| 8. | बयांना राशि जमा Earnest money deposit (EMD) | Rs.3,07,640/-|

2. निविदा दस्तावेज जारी करते हेतु पात्रता मानदंड / Eligibility Criteria for Issue of Tender Documents – निविदा दस्तावेज उन लोगों को जारी किया जाएगा जो निर्माण पात्रता मानदंड पूरे करते हैं:
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>बालीं जमा करन को अंतिम तिथि में एक ट्रिव्यम पूर समाम होने वाले गत सात वर्ष के दौरान सम्पन्न विदेशी विनियोजित कार्यों संबिंधित समाम समिक्षित कार्य को संतोषजनक रूप से पूरा किया गया हो। 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>
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<tr>
<td>i)</td>
<td>तीन समाम प्रकृति के कार्य, जिनकी लागत, अनुमानित लागत के 40% से कम न हो (अथाता र. 61.53 लाख) (या) Three similar works each costing not less than 40% of the estimated cost (i.e. Rs. 61.53 Lakhs) (or)</td>
<td></td>
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<td>ii)</td>
<td>दो समाम प्रकृति के कार्य, जिनकी लागत अनुमानित लागत के 60% से कम न हो (अथाता र. 92.29 लाख) (या) Two similar works each costing not less than 60% of the estimated cost (i.e. Rs. 92.29 Lakhs) (or)</td>
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<tr>
<td>iii)</td>
<td>समाम प्रकृति का एक कार्य जिनकी लागत अनुमानित लागत के 80% से कम न हो (अथाता र. 123.06 लाख) One similar work costing not less than 80% of the estimated cost (i.e. Rs. 123.06 Lakhs).</td>
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<td>नोट:</td>
<td>उपर्युक्त अंकित मूल्य के कार्य को 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.</td>
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</table>

**Certified copy of work orders and completion certificates issued by the authority concerned to establish work experience.**

i. कार्य अनुभव हेतु संबंधित प्राधिकारी द्वारा जारी कार्य अदेश एवं कार्य पूर्णता प्रमाण-पत्रों की प्रमाणित प्रति।

ii. अन्य प्रकार के वार्षिक या मूल्य के रूप में जारी प्रमाण-पत्रों की प्रमाणित प्रति।

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:**

i. समामतर कार्य से आशय है कि “Comprehensive AMC of Landscaping/ Horticulture/ Garden works including supply of manpower, materials, tools & plants etc.”

Similar work shall mean works of “Comprehensive AMC of Landscaping/ Horticulture/ Garden works including supply of manpower, materials, tools & plants etc.”

ii. नियमित कार्य के मूल्य को कार्य पूर्ण होने की तिथि से दो साल हेतु आदेश प्रामिक की अंतिम तिथि की अवधि तक के वार्षिक मूल्य को वार्षिक 7% के सरल दर पर बढ़ाकर वर्तमान 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. 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. The tenders submitted must be physically signed in the presence of the undersigned or by a person duly authorised in this behalf, as per the tender deed.
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 estimated cost put to tender to be submitted immediately on receipt of letter of acceptance/stipulated date and time specified in Para 1 above.

(b) The MSME units claiming exemption of Tender cost/EMD should submit attested hard copy of MSME UDHYOG 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 tender, 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. Convancing 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.

12. 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 should be valid for **minimum period of 120 days** from the due date of receipt of the tender specified in Para 1 above. 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.

    -Sd-

    समूह प्रधान, 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. Work orders issued by the authority concerned to establish work on hand.
2. कार्य अनुसार हेतु संबंधित अधिकारी द्वारा जारी कार्य समाप्ति प्रमाण-पत्र।
Completion certificates issued by the authority concerned to establish work experience.

3. पात्रता मानदंड के अनुसार, समान प्रकृति के कार्यों, तुलनात्मक मात्रा के कार्यों के निष्पादन हेतु दस्तावेजी प्रमाण।
Documentary proof for having executed the work of similar nature and comparable magnitude as per the eligibility criteria.

4. निजी पक्षों द्वारा जारी किए गए कार्यों के लिए कार्य समाप्ति प्रमाण-पत्र, डी.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 ईएसआई पंजीयन संबंधी की प्रति
Copy of PF and ESI registration number

6. निविदा के सामान्य निम्नलिखित में प्रकट-1 के अनुसार, पूर्ण किए गए कार्यों की एक मूल्य, पूर्णता की तिथि, समय विवरण 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. पैंट एवं व्हीयरा।
PAN/ TAN details.

8. व्यावसायिक राशि जमा।
Earnest Money deposit.

9. अर्थपूर्ण कंपनी प्रोफाइल।
Company Profile with details.

10. अन्तर्विषयक विवरण, यदि कोई।
ADDITIONAL Documents, if any.

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

12. देयक भुगतान के हेतु तात्पर्य की मुख्य जानकारी के लिए निविदा जारी करें।
To facilitate transfer of consideration payable, the tenderer is requested to furnish their bank details.

महत्वपूर्ण नोट/ IMPORTANT NOTE:-

- The original instrument of EMD (CDR/FDR/TDR/BG(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) /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.

-Sd-
समूह प्रधान, सीएमजी, एनआरएससी
GROUP HEAD CMG, NRSC