



TATA INSTITUTE OF SOCIAL SCIENCES

e- PRE QUALIFICATION DOCUMENT

FOR

**CONSTRUCTION OF HIGHER EDUCATION AND LEADERSHIP
ACADEMY IN NAOROJI CAMPUS, DEONAR FARM ROAD ,
DEONAR, MUMBAI 400088**

E- PQ Notice No : ID&S/PQ/HELA/002

DT. - 31/10/2019

(ONLY THOROUGH E-TENDERING MODE)

TISS E-PROCUREMENT /E-TENDERING WEBSITE ARE :

<https://www.tenderwizard.com/TISS>

**Registrar
Tata Institute of Social Sciences
V. N. Purav Marg
Opp Deonar Bus Depot
Deonar , Mumbai 400088**

Tata Institute of Social Sciences

E- PQ Document

1. E-DOC. NO. ISSUED : ID&S/PQ/HELA/002

2. NAME OF THE WORK : Construction of Higher Education & Leadership Academy

3. PQ Document ISSUED TO : M/s. _____

4. OFFICER ISSUING THE
PQ DOCUMENTS : Chief Engineer
Tata Institute of Social Sciences

NOTICE INVITING E-PRE QUALIFICATION

TATA INSTITUTE OF SOCIAL SCIENCES
V. N. Purav Marg, Deonar Mumbai 400088
022-25520000
Website :- www.tiss.edu

E-PQ Notice No. :ID&S/PQ/HELA/002

Dated : 31/10/2019

PRESS NOTICE FOR PRE-QUALIFICATION OF CONTRACTORS

- Tata Institute of Social Sciences a deemed University under UGC, invites application from eligible, competent and resourceful contractors for pre-qualification for undertaking the “Civil work, Electrical, PHE, HVAC, Fire Fighting, Furniture, Horticulture of various buildings of proposed Higher Education & Leadership Academy” in their Naoroji Campus, Deonar, Mumbai. The estimated cost of project is Rs 140 crores and will be executed in two phases. .
- Interested agencies/contractors should apply on the prescribed documents (which can be downloaded from TISS e-Procurement Website at – <https://www.tenderwizard.com/TISS> Or TISS website www.tiss.edu . Interested agencies/contractors may submit the downloaded pre-qualification bid through online mode only on TISS e-Procurement Website along with the Demand Draft of Rs. 15,000.00 (Rs. Fifteen Thousand only) non- refundable as scrutiny fee should be pay through online e-Payment mode on TISS e-Procurement Website by Debit Card/ Credit Card/ Net Banking . The e-Payment Gateway facility are available on TISS e-Procurement Website for making the payment . Last date of submission of PQ bids is, **5th December 2019 by 04.00 P.M.**
- Corrigendum / Amendment, if any would be hosted on the website only. Hence prospective applicants are advised to visit website regularly for above purpose.

Registrar

FOR PRESS ADVERTISEMENT

TATA INSTITUTE OF SOCIAL SCIENCES
V. N. Purav Marg, Deonar Mumbai 400088
022-25520000
Website :- www.tiss.edu

Prequalification Notice No. : ID&S/PQ/HELA/002

Date :31/10/2019

SECTION -I

Name of the Work :

Pre- Qualification for construction of Guest House, Academic Building and Quarters for Higher Education & Leadership Academy in Naoraji Campus of TISS at Deonar Mumbai 400088 in the state of Maharashtra.

Tata Institute of Social Sciences a deemed University under UGC, invites application from eligible, competent and resourceful contractors for pre - qualification for undertaking the work of “Construction of various buildings of proposed Higher Education & Leadership Academy”. The estimated cost of the work based on PAR published by CPWD is Rs140 crores and which is proposed to be executed in two phases in three years. However it may be split in more phases and quantum of work executed will depend on availability of source of fund. No compensation whatsoever will be entertained for difference (higher or lower to any extent) in estimated cost and value of final executed work of all phases. Registrar of the Institute reserves the right of canceling this pre qualification process at any stage without assigning any reason. No bidder will have any claim against such cancellation.

The intending contractor shall make the minimum following criteria for pre-qualification for the above job :-

1.0 EXPERIENCE - SATISFACTORY COMPLETION OF SIMILAR WORK(S) :

The intending contractor must have completed similar works satisfactorily with all associated services and components as per table ‘A’ and clause 3.0 here-in-below. Certificates of completion from an authority equivalent to not less than Superintending Engineer in-charge should be attached with pre-qualification documents. We can demand a visit to some of the so completed works for verification.

A	Value for pre qualifications are invited	Rs. 100.00 Crores
	Three similar completed works ; each costing not less than the amount equal to	40 % of Rs. 100.00 Crores
	OR Two similar completed work ; each costing not less	50 % of Rs. 100.00 Crores

	than the amount equal to	
	OR One similar completed work ; each costing not less than the amount equal to	80 %of Rs. 100.00 Crores

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2.0 TURNOVER : Average annual turn over for the last three years should not be less than 35% of total estimated cost as per the audited balance sheet. A certificate from the Chartered Accountant should be attached with PQ documents for verification..

3.0 SIMILAR WORK MEAN : All qualitative Civil Work including Building (with basement, ground and 7 floors in RCC framed construction) appurtenant work such as Electrification, PHE, HVAC, Fire Fighting, Interiors (comprising of False ceiling, flooring, paneling, partitions, fire alarm, access and CCTV, Network system) & Furniture, Horticulture etc. Under Central Govt. Dept./State Govt. Dept./ Semi Govt. Dept. Or PSU/Autonomous Bodies under Limited Company of National /International repute . Any work executed in private sector will carry 50% weightage.

4.0 PROFIT / LOSS : Bidder should be a profit making firm and should not have made losses in the three out of last five financial years , two out of which must be last two consecutive financial years.

5.0 SOLVENCY CERTIFICATE & FINANCIAL LOANS : The contractor should have a solvency of the amount of 50% of the value of pre qualification duly certified by any bank registered with RBI. There must be proof enough of cash mobility including through balance sheet as well as bank loans credibility for smooth execution of the project financing. Under no circumstances, the project execution must be adversely affected for want of financial mobility.

6.0. Interested parties meeting the above per-qualification criteria should submit experience profile, proof of meeting the above criteria, attested copies of completion / work in progress certificates accompanied with the copy(ies) of related Letter(s) of award of Award / Agreement(s) from the clients, and also submit TDS Certificate(s) issued by the Limited Company of National/ International repute, audited / certified balanced sheet for the last 5 (five) years, EPF / GST Registration Certificate, Certificate of Registration as Contractor with various PSUs, State PWDs, CPWD, MES, Railways and Autonomous Bodies, details of Technical and Administrative employees, In case of the documents required from the Chartered Accountants, the latter (firm) must be duly registered with appropriate authority and should have audited the applicant Contracting firm and filed reports at least in previous 3 years. Plant & Machineries / Equipment holding details etc. **Along with non-refundable processing fee of Rs. 15,000/-(Rs. Fifteen thousand only) by D.D. in favour of Tata Institute of Social Sciences, Payable at Mumbai or pay through online e-Payment mode on TISS e-Procurement Website.** Application not accompanied by any of the above documents and processing fee will be rejected. The tender documents for the above works shall be issued to successful / Pr-qualified contractors only.

7.0 Bid Capacity :

The bidders who comply with the minimum Qualifying Criteria will be eligible further for consideration of bid(s) only if their available bid capacity is more than the package/estimated value mentioned in Notice Inviting Pre-qualification.

The available bid capacity shall be calculated as under:

Assessed available Bid Capacity = $(A*N*2-B)$

Where

'N' = Number of years prescribed for completion of the subject contract.
'A' = Maximum value of works executed in any one year during last five years.
'B' = Value of existing commitment and on going works to be completed during proposed period of completion of work.

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8.0 No Joint Venture or consortium of firms shall be allowed.

9.0 TISS reserves the right to verify the authenticity of the documents submitted by the contractors. TISS also reserve the right to reject any or all application, split the work and cancel the process without assigning any whatsoever reason may be.

10.0 Pre-qualification documents is available on TISS e-Procurement web site are : <https://www.tenderwizard.com/TISS> Or – www.tiss.edu and interested agencies/contractors may download and apply for Pre qualification bid through online mode only . The format dully filled in all respect along with all documents and non-refundable processing fee of Rs. 15,000.00 (Rs. Fifteen Thousand only) should be pay through online on TISS e-Procurement Website by e-Payment gateway or in the form of Demand Draft in favour of Tata Institute of Social Sciences, payable at Mumbai mentioning “PQ for Construction of Higher Education & Leadership Academy for Tata Institute of Social Sciences at Mumbai. PQNotice No. **ID&S/PQ/HELA/002**, Dt. 31/10/2019”. on the envelope shall be submitted to Registrar, Tata Institute of Social Sciences, Opp Deonar Bus Depot, V. N. Purav Marg, Deonar , Mumbai 400088.

Note : Online payment Receipt or acknowledgement copy should be submitted to above office and same scan copy should be submitted online also .

11.0 The short-list of pre-qualifed contractors shall be initially valid for one year. However, TISS reserves the right to curtail or extend this period at it sole discretion.

12.0 The bidder can submit their application through **online with complete** in all respect for PQ up to 5th December 2019 by 04.00 PM .

[Chief engineer]
Tata Institute of Social Sciences
Mumbai 400 088

e-Tender No.:	ID&S/PQ/HELA/002
ESTIMATED COST :	Rs. NIL -/- (Rupees Thousand)
Tender Cost Fees , Security Deposit Fees& E-Tender Processing Fees.	Rs. _____ (Tender Fees) & Rs. 15,000/- (Security Deposit) . The e-Payment Gateway are available on TISS e-Procurement Portal for making the Tender Form /Cost Fees & EMD payment.through online payment method by the payment gateway in e-Tender portal i.e. https://www.tenderwizard.com/TISS . E-Tender Processing Fees are applicable (Non-Refundable)
Type of e-Tender	Pre-Qualification Document
Last Date of Submission of PQ Documents through Online	05 th December , 2019 16:30 p.m.
Date of Opening of Bids	6 th December , 2019 at 11.00 a.m

1. PQ with supporting documents to be submitted online within the due date.
2. PQ should be submitted only through e-Tender portal and obtain the Tender Acknowledgement copy as a proof of successful submission.
3. All prospective bidders are requested to visit our TISS E-PROCUREMENT WEBISTE regularly for any such updates / corrigendums.
4. Please see attached PQ Documents ...

Standard e-Tender Terms & Conditions For TISS e-Procurement .

TISS e-Procurement Website are :
<https://www.tenderwizard.com/TISS>

1. The details of tender notification can be downloaded from www.tenderwizard.com/TISS under "**Tender of TISS**" link in the homepage.
2. Vendors should obtain the USER ID and PASSWORD from www.tenderwizard.com/TISS by clicking on "**Enrolment**" link in the homepage.
3. The Vendor registration fees has to be paid to ITI Ltd for Rs. 2360/-. Using the e-Payment link provided at the time of registration, and the mode of payments are Credit Card, Debit Card and Internet Banking. Vendor Registration is Valid for 1year.
4. For further details on e-Tender participation, please contact ITI Help desk on :
 - Telephone: 080-49352000 (Bangalore) & Sanjay KC – Mumbai & Maharashtra (09665721619) Email : sanjay.kc@etenderwizard.com
 - Email: harishkumar.kb@etenderwizard.com, ambasa@etenderwizard.com.
5. Tenders should be submitted only through e-Tender portal and obtain the Tender Acknowledgement copy as a proof of successful submission.

INFORMATION & INSTRUCTIONS TO THE BIDDERS

FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS).

Special Conditions & instructions for using online Electronic Tendering System

through portal (website) <http://www.tenderwizard.com/TISS> adopted by Tata Institute Of Social Sciences , Mumbai .Vendor Registration Fees Rs.2,000/-+ 18%(GST) through e-Payment Gateway on TISS e-Procurement Portal i.e., <https://www.tenderwizard.com/TISS>

Note : The e-Payment Gateway are available on e-Procurement Portal for making the Online Vendor Registration Payment.

Bidders are required to Enrol for Vendor Registration on the TISS e-Procurement Tender wizard Portal

(URL: <https://www.tenderwizard.com/TISS>) by clicking on the link “ **Enrolment** ” on the home page of e- Portal which is chargeable. (Rs.2000/- + GST(18%)(Non-Refundable) to be paid online by e-payment gateway).

The bidders are required to submit soft copies of their bids electronically on the TISS Tender Wizard e-Procurement Portal, using valid Class III Digital Signature Certificates. The step by step instructions about e-Tender Process are given in “Vendor Help Manual “ .

Class III Digital Signature Certificate are mandatory for e-Tender /e-Procurement .

Note : Information about e-Procurement Portal.:

More information useful for submitting online bids on the NIA e-Procurement Tenderwizard Portal may be obtained at: <https://www.tenderwizard.com/TISS> . **N.B:** Bidders can download the Vendor’s manual by visiting on home page of TISS e-Procurement Website : <https://www.tenderwizard.com/TISS> . KEY INSTRUCTIONS for BIDDERS by clicking on “**Latest Circulars/Formats/Help Manuals/Faq**”. **The complete Step by Step “Vendors Help Manual For e-Procurement / e-Tendering Process , Vendors Registration Process , System Settings Requirements & JAVA Settings Manuals , e-Payment Guidelines” & “Digital Signature Certificate Process”**this details are available on TISS e-Procurement Website for e-Tenders.

Note: Online Support / Web Support / E-Mail Support / Phone Support are also available for Bidders as well as Department Officials . Online support through “Team viewer” , “Ammy Admin “ Or “Any Desk” Remote software only. For Downloading this software , the downloading software links are available on home page of TISS e-Procurement Website.

SECTION II

INSTRUCTION TO BIDDERS (ITB)

General

1.0 SCOPE OF PRE QUALIFICATION BID

- 1.1 The Employer, as defined in the PQ document and Appendix to Bid, hereinafter called “The Employer,” on behalf of the Owner, as defined in the PQ document and Appendix to Bid, hereinafter called “The Owner,” wished to receive pre qualification documents.
- 1.2 Through out these bidding documents, the terms “bid” and “tender” and their derivatives (“bidder/”tenderer”), “bid/tendered”, “bidding/”tendering”, etc, are synonymous. Day means calendar day. Singular also means plural.
- 1.3 The approximate phase/ Estimated value of the works is as indicated in the PQ document.
- 1.4 The pre qualification is called for short listing of the agencies for the works put to NIPQ. Qualified agencies/contractors shall be eligible to participate in the financial bid by submitting the requisite EMD which will be intimated subsequently.

2.0 ELIGIBLE BIDDERS

- 2.1 This Invitation to pre qualification bid is open to all experienced and reputed Contractors whether individual or Sole Proprietor, Partnership firm or Company who satisfy the qualifying criteria.
- 2.2 The bidders are required to forward the documents as indicated in the pre qualification documents.

3.0 QUALIFYING CRITERIA

The bidders are required to satisfy the following criteria.

3.1 Annual Financial Turnover

The bidder should have achieved a minimum Average Annual Financial Turnover on construction works contracts as indicated in the PQ document during the last three financial years.

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3.2 Value of Similar work

The bidders should have satisfactorily completed similar work(s) as indicated in the PQ document during last five years ending on 31/03/2019

3.3 Credit Facility

The bidder should have total credit facility for a minimum value of 10% of the pre qualification bid value (Rs100.00 crores) and should be given on the banker's letter head. **(Performa-V)**

3.4 **Profitability of the Bidder**

The Bidder shall be a profit making firm and shall not have made losses in the years as indicated in the PQ document.

3.5 The bidder who comply with the minimum Qualifying Criteria will be eligible further for consideration or bid(s) only if their available bid capacity is more than the phase/estimated value mentioned in Notice Inviting Prequalification.

The available bid capacity shall be calculated as under:

Assessed available Bid Capacity = $(A * N^2 - B)$

Where

'N' = Number of years prescribed for completion of the subject contract.

'A' = Maximum value of works executed in any one year during last five years.

'B' = Value of existing commitment and on going works to be completed during proposed period of completion of work. **(Proforma – VI)**

3.6 **Additional Requirement**

Even though the bidders meet the above qualifying criteria, they are liable to be disqualified if they have

- (a) Made misleading or false representation in the forms, statements and attachments in proof of the qualification requirements;
- (b) Records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failures etc.
- (c) Their business banned by any Govt. Department/Public Sector Undertakings or Enterprises of Govt.
- (d) Not submitted all the supporting documents or not furnished the relevant details as per the prescribed format.

A declaration to the above effect should be submitted as per **Proforma-VII**

3.7 Bidder shall submit the general information about bidder as per **Proforma-I**

3.8 Bidder shall submit the list of major Plant & Machinery/Equipment available with the firm as per **Proforma -II**

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4.0 **COST OF BIDDING**

The bidders shall bear all costs associated with the preparation and submission of the pre qualification documents and the Employer will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

5.0 SITE VISIT

- 5.1 The bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself on its own responsibility and cost all information that may be necessary for preparing the bid and entering into a contract for construction of the works.
- 5.2 The bidder and any of its personnel or agents will be granted permission by the Employer/Owner to enter upon its premises and lands for the purpose of such visit but only upon the express condition that the bidder, its personnel and agents will release and indemnify the Employer/Owner and its personnel and agents from and against all liability in respect thereof, and will be responsible for death or personal injury, loss of or damage to property and any other loss, damage, costs, and expenses incurred as a result of the inspection.
- 5.3 Before submitting a Bid, the Bidder shall be deemed to have satisfied himself by actual inspection of the site and locality of the works, that all conditions liable to be encountered during the execution of the works are taken into account and that the rates in the Price Bid document are adequate and all inclusive for the completion of work to the entire satisfaction of the Employer/Owner.

6.0 BID OPENING

- 6.1 Bids will be opened internally and list of pre qualified bidders will be displayed on TISS e-Procurement Website i.e., <https://www.tenderwizard.com/TISS> and tiss website (www.tiss.edu) within reasonable period.

7.0 PROCESS TO BE CONFIDENTIAL

- 7.1 Information relating to the examination, clarification, evaluation and comparison of bids and recommendations for pre qualification shall not be disclosed to bidders or any of their persons not officially concerned with such process.

8.0 EXAMINATION OF BIDS AND DETERMINATION OF RESPONSIVENESS

- 8.1 The Employer/Architect/PMC shall examine the bids determine whether they are complete, whether the documents have been properly signed and whether the bids are generally in order and all documents as per PQ document have been submitted.
- 8.2 Prior to the detailed evaluation, Employer shall determine whether each bid is of acceptable quality, is generally complete and is substantially responsive to the PQ documents. For purposes of this determination, a substantially responsive bid is one that conforms to all the documents as specified in the PQ documents without material deviations, objections, Conditionally or reservation.

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A material deviation, objection, conditionally or reservation is one

- a) That affects in any substantial way the scope, quality or performance of the contract.

- b) That limits in any substantial way, inconsistent with the bidding documents, the Employers' rights or the successful Bidder's obligations under the PQ documents or
 - c) Whose rectification would unfairly affect the competitive position of other Bidders who are presenting substantially responsive bids.
- 8.3 If a bid is determined to be not substantially responsive, it shall be rejected by the Employer.

9.0 EVALUATION OF PRE QUALIFICATION BIDS

- 9.1 The bids, which are determined as substantially responsive, shall be evaluated based upon the criteria as given in qualifying criteria.
- 9.2 No bidder is permitted to canvass to Employer/Architect on any matter relating to this Bid. Any Bidder found doing so is liable to be disqualified and his bid is liable to be rejected.

10.0 Name of Work

The PQ is for the works as indicated in NIPQ and it shall express that PQ is applied for pre qualification value of Rs100 crores. However the consideration of the bid shall be based upon available bid capacity of bidder. Envelope containing PQ document duly filled in clearly marked as "PQ for Construction of Higher Education & Leadership Academy for Tata Institute of Social Sciences at Mumbai. PQ Notice No. ID&S/PQ/HELA/002 , Dt. 31/10/2019". Bid shall be submitted along with letter as per **Performa-A(Scan Copies should be submitted online also)**

- 11.0 The application should be typed/neatly written. **The applicant should sign and put seal on each page of downloaded PQ bid with all Proforma duly filled and necessary attachments.(Same Should be uploaded scan copies online only)**
- 12.0 Overwriting should be avoided. Correction, if any should be made by neatly crossing out, initialing and rewriting. Pages of the pre-qualification documents are numbered. Additional sheets, if any added by the contractor, should also be numbered by him.
- 13.0 Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from pre-qualification /tendering /taking up of work of TISS. If such applicant happens to be pre-qualified /enlisted contractor, his name shall be removed from the pre-qualified list of contractors.
- 14.0 Prospective applicants may request clarification on the pre-qualification document within ten days prior to the last date of submission of Pre-qualification application as mentioned in Notice for Pre-qualification. No request for clarification will be considered after that date.

- 15.0 All information called for in the enclosed forms should be furnished against the relevant columns. If for any reason, information is furnished on a separate sheet, this

fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a 'NIL' or 'NO SUCH CASE' entry should be made in that column. If any particular/query is not applicable in case of applicant, it should be stated as “not applicable”. The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms and or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being rejected. Applications/PQ documents through Email, Fax and without processing fees will not be entertained. The Application/PQ document received after the due date and time of submission shall not be considered.

16.0 Contacts :-

In case of any query as regards to pre qualification bid following persons may be contacted for clarification

- a) Mr. Nanadkishore Bhole, Chief Engineer - TISS
Cel No – 8652369107, Landline :- 022-25525204
e mail – nandkishore.bhole@tiss.edu
- b) Mr. Abhishek Agarwal, Ratan J. Batliboi Consultants Pvt Ltd
Cel No :-9821156281
e mail – aa@kkaapl.com

PQ DOCUMENTS

PQ Documents

Clause Reference	
1.1	Construction of Higher Education & Leadership Academy for TISS in Mumbai
1.1	Name of the Employer : Tata Institute of Social Sciences (A deemed University under UGC) acting through Registrar and/or his authorized representative. Addressed of the Employer: Tata Institute of Social Sciences, V. N. Purav Marg, Opp. Deonar Bus Depot, Deonar Mumbai 400088
1.1	Name of the Project Management Consultants : M/s Ratan J. Batliboi Consultants Pvt. Ltd. , 23, Raaj Mahal, 1st Floor, 33, Altamount Road , Mumbai 400026
1.2	Period of Completion for whole work in two phases will be 36 (Thirty Six)months from date of issue of LOI.
1.3	The estimated cost of the work is substantially based on CPWD Schedule of Rates and prevailing market rates for non-schedule items.
3.1	TURNOVER : Average annual turnover on construction work in last 3 years ending 31.03.19 should be as per NIPQ N.B. Bidder shall submit the details in Proforma III along with certificate/document.
3.2	All qualitative Civil Work including Building (with basement, ground and 7 floors in RCC framed construction) appurtenant work such as Electrification, PHE, HVAC, Fire Fighting, Interiors (comprising of False ceiling, flooring, paneling, partitions, fire alarm, access and CCTV, Network system) & Furniture, Horticulture etc. Under Central Govt. Dept./State Govt. Dept./ Semi Govt. Dept. Or PSU/Autonomous Bodies under Limited Company of National /International repute. Work under private sector will be given 50% weightage. (i) The agency should submit TDS Certificates(s) issued by the Limited company of National /International repute. (ii) The agency should submit work completion certificate(s)/ Credentials accompanied with the copy(ies) of related Letter(s) of Award/Agreement(s). N.B. Bidder shall submit the details in Proforma-IV along with certificate/documents.
3.3	Solvency Certificate :- The contractor should have a solvency of the amount of 50% of the pre qualification bid value as per NIPQ duly certified by any bank registered with RBI. Bidder shall submit the details of credit facility issued by bank in Proforma-V .
3.4	Bidder should be a profit making firm and should not have made losses in the three financial years out of last five financial years .two out of which must be last two consecutive financial years.
3.5	To calculate bid capacity, the values for A= Computed for the Bidders from Proforma-III B= Computed for the bidder from Proforma-VI N.B. Bidder shall submit details of ongoing works as per Proforma-VI
3.6	Letter of past contractual performance as per Proforma-VII
3.7	General information about bidder along with self attested copies of constitution of firm, Partnership Deed, Memorandum & Articles of Association etc. Along with Power of attorney as per Proforma-I
3.8	List of all plants & equipment available either of own or through hire/lease for this work as per Proforma-II

6.0	Date and time of PQ Opening: Internally . List of successful bidders will be displayed on TISS website
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PROFORMA-A

FORM OF PQ

(On firms's Letter head)

(The scan copies should be submitted online also)

To,
Registrar,
Tata Institute of Social Sciences
V. N. Purav Marg, Opp Deonar Bus Depot
Deonar Mumbai 400088
Dear Sir,

I/We, _____ (Name and address of the Bidder) have read the various terms and conditions of the Bid documents together with Addendum no(s)/Errata no(s) attached here with duly signed by me/us and degree to abide by the same.

I/We hereby declare that we are aware of the site of work and have made ourselves fully conversant of the conditions therein and including the topography of area, soil strata site of work, sources and availability of construction materials, rates of construction materials, water, electricity, all local taxes, royalties, octroi etc., availability of local labour (both skilled and unskilled), relevant labour rates and labour laws, the existing road and approaches to the site of work, requirements for further service roads approaches to be constructed by me / us, the availability and rates of private land etc. That may be required by me/us for various purposes, climatic conditions, law and order situation and availability of working days.

Thanking you,

Yours Faithfully,

Signature _____ in capacity of _____ duly authorized to sign bids for and on behalf of:

_____(In Block capital letters)

Date this _____ day of _____ 2019.

PROFORMA -I**General Information**

All individual /firms applying for pre-qualification are requested to complete the information in this form.

1.	Name of Bidder	
2.	Head office Address	
3.	Address on which Correspondence should be done	
	Tel. No.	
	Mobile no.	
	Fax No.	
	E-mail address	
4	Place of incorporation/registration	
5	Constitution of bidder	
i)	Specify, if the bidder is	
	a) An individual	
	b) A proprietary firm	
	c) A firm in partnership	
	d) A Limited Company or Corporation	
ii)	Attached a copy of Proprietorship or Partnership Deed or Memorandum & Articles of Association of Incorporation of Company as the case may be	
6.	Bank Solvency	
7.	Turn Over for the years give below	
	2014-2015	
	2015-2016	
	2016-2017	
	2017-2018	
	2018-2019	
8.	Give particulars of registration with Govt./Semi Govt. /Public Sector Undertakings/ Local Bodies.	
9.	Other details : a) EPF No. b) GST/Sales Tax No. c) Clearance of Sales Tax/GST upto d) PAN No. e) GST No. (Copies to be enclosed)	
10.	Any other information considered necessary but not included above	

Note :- Use separate sheets for providing more information if any.(Separate sheet or documents scan copy should be uploaded online also .)

Date & Place

Signature & Seal of the Applicant

PROFORMA- II

List of major Plant & Machinery / Equipment in possession of the firm/company

Sr. No.	Name of Plant & Machinery/ Equipment	Nos. Available Owned	*Other than col. no. C
A	B	C	D
1	Excavator		
2	Tipper / Truck		
3	Water tanker		
4	Dozer		
5	Concrete Mixer		
6	Others		

Signature & Seal of the Applicant

Date and Place

Note:

- * In case of any arrangement for getting the equipment on lease etc., authenticated proof of the same is to be submitted.
- ** Use separate sheets for providing more information. (Separate sheet or documents scan copy should be uploaded online also .)

PROFORMA-III

Date :- _____

ANNUAL TURNOVER FOR THE LAST FIVE YEARS

S. No.	YEAR	Turnover from Engineering Construction Work (Rs. In Lacs)	Remarks
1	2014-2015		
2	2015-2016		
3	2016-2017		
4	2017-2018		
5	2018-2019		

Note :

- 1 The bidder shall submit the attested copies of the audited balance sheets along with Profit and lost statements and Auditors report and schedules certified by the bidder and Chartered Accountant. Certificate from the Chartered Accountant, wherever the Annual Turnover is certified for the relevant financial year in which the minimum criteria of Annual Turnover is satisfied should also be submitted.(The Scan Copies should be submitted online also)

PROFORMA-IV**DETAILS OF THE SIMILAR WORKS COMPLETED IN LAST FIVE YEARS**

Sr. No	Description of the work with contract No.	Name and address of the Employer with contact No.	Date of award	Stipulated date of completion	Date of actual completion	Value of completed work (Rs. In Lacs)	Reasons for delays penalty if any	Any other relevant information

Note : (The below scan copies should be submitted online also)

1. The Bidder shall submit the attested copies of the Completion Certificates from the Client.
2. The value of work executed should be inclusive of the value of free supply items.

PROFORMA-V

Certificate of Credit Facility

(On Bank's letter Head)

(The Scan Copy should be submitted online also)

This is to certify that M/s._____, is reputed firm/ company with a good financial standing.

The firm/company is enjoying a fund based credit facility of Rs. _____ to meet its working capital requirements.

of Bank

Signature
Name, Designation & Address

Bank Seal

NOTE: The above certificate shall be from RBI Scheduled Bank.

PROFORMA-VI**DETAILS OF ON-GOING/EXISTING WORKS**

Sr.No.	Description of the work with contract No.	Name and address of the employer with contact No.	Date of award	Stipulated time of completion	Value of work as per order (Rs. In lacs)	Value of work completed so far (Rs. In lacs)	Anticipated date of completion of work	Any other relevant information

Note: The copies of certificates of ongoing-awarded works issued by the owner shall be attached.(The Scan Copies should be submitted online also)

PERFORMA-VII

PAST CONTRACTUAL PERFORMANCE

(Affidavit of non-judicial stamp paper of Rs. 500/- duly attested by Notary/Magistrate)
(The scan Copies should be submitted online also)

This is to certify that We, M/s._____ (Name of the Bidder with address), submission of the Bid “PQ for Construction of Higher Education & Leadership Academy for TISS in Mumbai; PQ Notice No. **ID&S/PQ/HELA/002**, dt.19/09/2019.

- Have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.
- Do not have records of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history or financial failure etc.
- Have never been banned by any Central/State Govt. Department/Public Sector Undertakings or Enterprises of Central/State Govt.
- Have/ do not have litigation history. (If yes, list of history mentioning all details to be submitted.)
- Have submitted all the supporting documents and furnished the relevant details as per prescribed format ;and
- Have submitted all the information and the requisite documents with the Bid and further certify that we are fully responsible for the correctness of the information and documents submitted by us.

SEAL AND SIGNATURE OF THE BIDDER

Note : Exceptions of the above, if any, shall be clearly mentioned with details by the bidder for evaluation/consideration if any.

