

**CENTRAL MINE PLANNING & DESIGN INSTITUTE LIMITED  
REGIONAL INSTITUTE - VI, P.O. JAYANT  
DISTT. SINGRAULI ( MP ) - 486890.**

**TENDER DOCUMENT FOR**

**RUNNING SERVICES FOR COLONY UPKEEP AND WATER SUPPLY  
IN CMPDI DRILLING CAMP AT SINGRAULI**

**Tender Notice No. CMPDI/ RI - VI/CIVIL/ 2015-16/6062**

**DATED: 27.07.2015**

**DATE AND TIME OF SUBMISSION OF TENDER: 11.08.2015 AT 1.00 PM**

**DATE AND TIME OF OPENING OF TENDER: 11.08.2015 AT 3.30 P.M.**

**DATE OF ISSUE OF TENDER DOCUMENT: BEGINS ON 31.07.2015  
CLOSES ON 10.08.2015**

**SL, NO.**

**NO. OF PAGES:**

**TO**

**M/S .....**

**.....**

**.....**

**.....**

**Signature of the issuing Authority**



**CMPDI**  
ISO 9001 Company

**Central Mine Planning & Design Institute Limited**  
**Regional Institute- VI; P.O.: Jayant Colliery; Dist – Sidhi (MP)**  
**486890**



**Tender Notice No.:**CMPDI/RI-VI/Civil/2015-16/6062

**Date:**27.07.2015

**NOTICE INVITING TENDER**

Sealed Percentage rate Tenders are invited from eligible contractors for the following works:

Name of work	Estimated Cost in Rs.	E.M.D. In Rs.	Application fee for tender document	Period of completion
<b>RUNNING SERVICES FOR COLONY UPKEEP AND WATER SUPPLY IN CMPDI DRILLING CAMP AT SINGRAULI</b>	436044.00	4360.00	250.00	Twelve ( 12 ) Months

**1. Issue of Tender Document:-**

Tender documents will be issued individually on requisition in writing from the intending contractors or their accredited representative. Tender documents can be obtained from the office of the HOD (C), RI-VI at the above address on payment of the prescribed application fee between 10.00 hours to 13.00 hours on any working day as per the dates mentioned below:-

BEGINS ON : 31.07.2015

CLOSES ON : 10.08.2015

Application fee should be paid with the Cashier, RI-VI, CMPDI, Jayant from 10.00 hours to 13.00 hours and cash receipt obtained should be produced for obtaining the tender document.

**2. SUBMISSION OF TENDERS**

- i) Date & Time of submission of tender : 11.08.2015 up to 1.00 PM.  
(Envelope – I, II & III)- **(Part-I & Part-II )**
- ii) Location/ Place of submission of Tender: In the Office of HOD(C )  
RI-VI, Jayant.
- ii) a) Earnest money instrument should be enclosed in a separate envelope III and not with the Envelope –I of the bid.  
b) **First cover (Envelope I):** The first cover of the tender will contain the following:  
Papers relating to technical aspects of the bid along with copies of all credentials / certificates related to the technical qualification of the bidder (duly authenticated by the bidder ).  
The original bid document issued to the bidder duly signed by the authorized signatory of the bidder on all pages as proof of accepting the conditions of the contract (excluding the price bid).The intending tenderer will have to submit affidavits as per sample format in the tender document as a declaration in support of authenticity of the credentials/ certificates submitted by him/ them.  
c) **Second cover (Envelope II):** Part –II of the bid to be submitted in second sealed envelope comprising bill of quantities. All envelopes should be properly sealed by sealing wax embossed with logo or monogram of the tenderers. Envelope sealed only by gum or stapled shall not be accepted.  
The tender shall be submitted in three envelopes. Envelope should be marked as Part-1 and part-II as the case may be with name and address of the tenderer with tender NIT reference no.

Second envelope containing the duly filled in Bill of Quantities and the third envelope containing only EMD. Envelope /cover should be clearly mentioned as Envelope / cover I, II & III as per requirement.

Late tenders, incomplete tenders, telegraphic tenders, tenders received through post/courier services or tenders received after due date and time of tender submission shall not be accepted.

3. **OPENING OF TENDERS**

**Envelope I & III (Part-I):** Date and time of opening of Envelope I & III  
**( To be marked )** **11.08.2015** at 3.30 PM.

**Envelope II (Part-II):** The date of opening of second envelope shall be communicated in due course after consideration of envelope I & III .  
**( To be marked )**

4. The **basic minimum eligibility criteria** for the purpose of evaluation of offers will be as under:-

- a) The intending tenderer must have in its name as a prime contractor experience of having successfully completed similar works during last 7 (seven) years **i.e upto 30th July.2015** should be either of the following:-

- i) Three similar complete works each costing not less than the amount equal to 40% i.e. Rs.174418.00 only. Or
- ii) Two similar complete works each costing not less than the amount equal to 50% i.e. Rs 218022.00 only. Or
- iii) One similar complete works each costing not less than the amount equal to 80% i.e. Rs.348835.00 only.

**(The terms similar nature means civil works)**

- b) The intending tenderer must have average annual financial turnover of civil work during the last 3 (three) years ending **31st. March of 2015(12-13,13-14,14-15)** should be at least Rs.130813.00 only which is the 30 % of the estimated cost .
- c) Permanent Income Tax Account Number / (PAN).
- d) Sales tax Registration Number /(TIN.) as applicable in M.P.
- e) Service tax Registration no or Affidavit in case of exemption as per enclosed annexure V.
- f) **Service Tax:** Bidders should quote their rates inclusive of all taxes except service tax. Applicable Service Tax payable by the contractors/Service provider will be reimbursed on production of documentary evidence towards payment of such Service tax to the Govt-Exchequer. The contractors will have to raise separate bills for claiming reimbursable amount of Service Tax paid by him/them. Such bills should necessarily contain contractor's Service Tax registration no. with details of Range/Division/ commissionerate address with documentary evidence for payment of Service Tax to the appropriate Govt agencies. Separate challans should have to be submitted for separate services. In case of any default/delay in payment of service tax, wrong claim of CENVAT credit etc by the contractors, the CMPDIL would not be responsible and in no case any such claim of contractor will be entertained by CMPDIL.
- g) Full information should be given by the tenderer in respect of an individual / proprietary firm / Partnership firm / company ie Name & address, place of business, Registration No. etc.
- h) Particulars of Registration / clearance from the appropriate Provident Fund authorities for at least four workers. The tenderer should ensure implementation of CMPF and Misc. Provision ACT 1948 and allied scheme or EPF for this work. The tenderer should submit an affidavit in this regard duly authenticated by Notary ( Annexure-I).
- i) Power of attorney in the case the tender is signed by an authorized representative of the tenderer.

5. The tenderer should submit an affidavit as at Annexure – I of the tender document as a declaration in support of credentials / certificates submitted by him from the Notary..

6. Earnest Money can be deposited in the form of Bank Draft drawn in favour of CMPDIL,Regional Institute, Singrauli" on any Nationalized Bank Payable at Jayant./ Dudhichua / Morwa. EMD money deposit for the work should be from his A/C with bankers certificate as per Annexure-III. No tender shall be considered unless accompanied by requisite earnest money.

7. The tender notice can be seen in CMPDI website <http://www.cmpdi.co.in> & <http://publishtenders.gov.in>. The tender document can be down loaded from this website and in such case the tenderer has to submit the application fee for the tender document in the form of bank draft from scheduled banks / nationalized banks in favour of CMPDIL,Regional Institute, Singrauli" on any Nationalized Bank Payable at Jayant /.Dudhichua / Morwa all together in a separate envelope super scribing "application fee for tender document and the undertaking as per Annexure -II.
8. Mere issuance of tender documents will not make the tenders eligible for considering of opening of price bid. The company (CMPDI) reserves the right to accept or to reject any or all of the tenders or to postpone the date of receipt and opening of tender without assigning any reason whatsoever.
9. Declaration by tenderer for not banning or delisted and acceptance of Terms and Conditions of specifications of the work vide Annexure-IV are to be submitted.
10. CMPF @12.72% , RPF@2% and increment @3% on basic labour cost shall be given by CMPDIL extra subjected to implementation/deposit of these benefits being paid by the contractor. If this amount is not deposited CMPDIL has right to retain this amount to deposit to CMPF.
11. Service tax as per rule shall be reimbursed separately subjected to production of relevant documents.
12. Contractor should quote the percentage rate (below/above) carefully w.r.t estimated amount inclusive of CMPF/Pension implementation of relevant labour laws other taxes etc.as per the terms and conditions enclosed. As applicable, this will be considered while preparation of justified amount and award of tender.

HOD(Civil)

Distribution:-

1. RD, RI- VI-for kind information
2. ES to RD (2 Copies) - For display on notice board of RI-VI Office and notice board of maintenance office at colony.
3. GM(C ), CMPDI, GM (Civil), NCL, Singrauli }
4. Staff officer (Civil) - Nigahi/ Jayant/ } With a request to kindly  
CWS/ Dudhichua } display the tender notice
5. OIC, CMPDI Drilling Camp Singrauli. }
6. HOD(C ), RI- I,II,III,IV,V,VII
7. Members - Tender Committee
8. Vigilance officer, CMPDI-RI-VI
9. Cashier, RI-VI
10. HOD (F) CMPDI-RI-VI
11. HOD(P& A) CMPDI-RI-VI.

## **SPECIAL TERMS AND CONDITION**

1. General Terms and Conditions of Civil Engg. Manual of Coal India Limited shall form a part of this tender document which will be available in Civil Engg. Deptt. of CMPDI, RI-VI office./ coal India website Tenderers are requested to read it carefully before quoting their rates.
2. Bidders should visit the work site before quoting the rates.
3. Source of water, if required, shall be given to the contractor if available at the site. The cost will be charged @ 1% of the value of the work done. Otherwise water has to be arranged by the contractor at his own cost and for such case water charges will not be deducted.
4. The contractor shall pay wages to his/ their labourers as per the minimum wages Act, and observe guide lines of these acts properly. He / they shall also pay all statutory payments for his / their labourers as per the relevant act.
5. The contractor(s) shall be liable to make payments to his labourers and shall comply with labour laws prevalent from time to time during the execution of the contract. If the owner (CMPDI) is held liable as Principle Employer to pay contribution etc. under any act or any legislation of Government or Court decisions in respect of the labourers of the contractor then the contractor would reimburse the amount of such contribution so paid by the owner(CMPDI) notwithstanding the fact the payments made earlier or the amount so paid will be deducted from the next bill / dues.
6. Any liabilities arising during performance of contract to any authorities shall be at the risk and cost of the contractor.
7. Contractor shall arrange for storage and security of materials at his own cost. CMPDI shall not provide any assistance in this regard. Work has to be performed with due safety and security.
8. Contractor shall clear the working site before and after the completion of the work without any extra cost.
9. The tenderer must fill the tender document carefully and properly providing honestly all information's sought for. They should avoid quoting absurd rates and avoid making too many corrections in the tender document. Tenderers must sign all the pages of the tender document before submission of the tender. All corrections are to be signed and authenticated by the tenderer. If any tenderer fails to comply with the requirement, this may lead to possible rejection of the tender.
10. This is a percentage rate tender. Tenderers are required to quote percentage rates above or below the quoted rates in figure and words. If any tender fails to comply with the requirement, this may lead to possible rejection of the tender.
11. Company reserves the right to terminate the contract in case of contractor's performance is not found satisfactory or any other reason whatsoever.
12. The quoted price should be inclusive of all taxes including CMPF/ EPF amount and excluding service tax. The contractor should arrange payment of EPF/CMPF to his regular workers as applicable in items of BOQ. and the amount will be released as per rule by CMPD. Service tax will be applicable as per rule/practice in CMPDI.
13. The contractor has to submit additional performance security amount which is the difference in amount calculated between the justified amount and his quoted rate / amount in case of ALR tender ( if more than 20% deviation ).
14. Contractor has to insure implement atleast four workers deployed on every working day. For which contractor has to maintain wage payment through bank account and CMPF deposit through PS-5 from duly.

## **ANNEXURE I**

Submission of AFFIDAVIT by the Bidders in the following format.

NON-JUDICIAL STAMP PAPER OF RS.10/-

### **AFFIDAVIT**

1. I.....Partner /Legal attorney/ Proprietor Accredited Representative of M/S.....solemnly declare that
2. I/we are submitting tender for the work.....  
  
Against Tender Notice No. .... dated  
.....
3. Myself or our partners do not have any relative working in CMPDI. I have /do not have any relative working in CMPDI.
4. All information furnished by me/us in respect of fulfillment of eligibility criteria and Qualification information of this tender is complete, correct and true.
5. All documents/credentials submitted along with this tender are genuine, authentic, true and valid.
6. The Price-Bid submitted by me/us in Envelope no.2 is” WITHOUT ANY CONDITION”.
7. I/We shall ensure implementation of EPF scheme / CMPF and Misc. Provision Act 1948 and Allied Scheme and I/We are registered under scheme and our employees covered under the said scheme shall continue to operate under the scheme. Our CMPF/ EPF Registration no, is..... (Copy enclosed).
8. If any information or document submitted is found to be false/incorrect at any time, department may cancel my/our Tender and action as deemed fit may be taken against me/us including termination of the contract, forfeiture of all dues including Earnest Money and blacklisting of my/our firm and all partners of the firm etc.

Dated.....

Seal of Notary

Signature of Tenderer

**ANNEXURE-II**

**DECLARATION**

**FOR THOSE WHO HAVE DOWN LOADED**  
**THIS TENDER DOCUMENT**  
**FROM CMPDI WEBSITE**

This is to certify that I / WE have downloaded this tender document from CMPDI website and is being submitted without tempering at any page. Further, we understood that in the event of such tempering is detected at any stage or any time, CMPDI have got right to reject / terminate this offer/work, forfeit the EMD / SECURITY DEPOSIT submitted by us and our firm can be black listed.

Signature of the tenderer

Seal

Date

**ANNEXURE III**

**BANKERS CERTIFICATE**

Certified that the Demand Draft / Bankers Cheque No.....dated  
amounting to  
Rs.....has been issued  
by.....( Name of the Bank & Branch )after debiting the  
amount from A/C No.....being operated by  
Sri.....

Sign and Seal of Bank



**ANNEXURE. IV**

**DECLARATION**

I/We hereby declare that our firm (Name of firm & address).....,  
...  
.....  
.....  
)  
have not been banned or delisted by any State Govt./Central Govt./Quasi Govt.agency/PSU's.

I/We have read and understood the provisions and specifications in totality. All terms and conditions of the tender is acceptable to us. I / we do not have any terms and conditions of own.

Seal

Signature of Tenderer

Date

**ANNEXURE-V**

**NON-JUDICIAL STAMP PAPER OF Rs.10/-**

**AFFIDAVIT**

**In front of Notary Public, Civil Court , Waidhan ,District- Singrauli (M.P.)**

I.....S/O

Sri.....

Village.....P/O.....Dist.....

.....

Legal partner /proprietor of

firm.....

Swear to state as follows:

1. That average annual turnover during the year 2010-11,2011-12,2012-13 was less than Rs.10,00,000/-(Rupees ten lakhs).
2. That my annual turnover during the year 2013-14 & 2014-15 is expected to be less than Rs.10,00,000/-(Rupees ten lakhs)
3. That this affidavit has been done / prepared as a certificate for exemption from Service Tax.

Signature of the person  
Executing the affidavit

**Verification**

I, further ,declare that the details given in para Sl.No.1 to 3 are true and correct to the best of my knowledge and belief.

Attested:  
Notary seal

Signature of the person  
Executing the affidavit

**BOQ for Running services, water supply and colony upkeep of CMPDI D'Camp at Singrauli.**

S.No	Item Description	Unit	Qty.	Rate	Amount
1	Cleaning of open area inside compound wall fortnightly, collection & lifting of garbage/waste from inside houses and dumping it in a place specified by maintenance engineer daily,including disposal of the accumulated garbages to a far off place once in a fortnight.	Month	12	3954.91	47458.89
2	Cleaning of drains and removal of the garbage to specified place as per direction(Road side dumping would attract non payment).All drains including drains inside the building-1160m(weekly)	Month	12	1977.45	23729.45
3	Cleaning of colony roads, berms about 1200M everyday	Month	12	3954.91	47458.89
4	Cleaning & removal of garbage waste to specified place from open spaces such as behind & in front of quarters, childrens park and play courts/ground,once in a week in the entire fenced area of the colony	Month	12	1977.45	23729.45
5	Operating water supply pumps in two shifts and operation of all valves of the pipelines and individual tanks properly in order to avoid wastage,overflowing etc.as per direction of EIC.	Month	12	15799.20	189590.40
6	Cleaning of septic tank including.opening of top cover,lifting & disposal of night soil outside colony premises in air tight container.Cleaning the tank refixing the tip slab including sealing the gaps with cement mortar (1:4)etc.complete job including cost of material transportation etc.complete.	Nos	30	263.66	7909.82
7	Cleaning of underground reservoir once in a week	Nos	1	1305.25	1305.25

8	Cleaning of all sizes of sintex tanks as per requirement	Nos	98	26.37	2583.87
9	Cleaning of inspection chamber/Manhole of sewerage line behind the qtrs.whenever required.	Nos	30	65.92	1977.45
10	Maintenance of 1No.Office, Cash room,store etc.including 1No. Toilet for Office.	Month	12	3954.91	47458.89
11	Jungle cleaning including cutting of undesired plants/bushed/grass.tree trimming etc.from all the open area,inside the colony premises, twice in a year as directed by EIC.This includes the play ground also. The waste created has to be disposed off as desired.	Times	2	5273.21	10546.42
12	Carriage/Disposal of Earth/waste collected from the place as per instruction of EIC including loading and unloading and stacking to a far off distance within a lead of 3 k.m. by mechanical	Month	12	2691.24	32294.90
	Total amount based on Analysed Rate				<b>436043.68</b>

**Say Rs.436044.00**

I here by quoted my rate in fig.....% (in words)..... Above/below the estimated value.

Date:

Place:

Sign.of.Contractractor







