**Notice Inviting E-Tender**

**Email Notice Surname:** PRL/CMG/e-Tender 06/2020-21 dated 18.08.2020

**E-Tender Notice No.:** PRL/CMG/e-Tender 06/2020-21 dated 18.08.2020

1. On Behalf of the Director PRL, online item-rate tenders are invited through e-tendering for the following work:

<table>
<thead>
<tr>
<th>क्रमांक/ SI No.</th>
<th>वर्णन/Description</th>
<th>विवरण/Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>कार्य का नाम</td>
<td>भी.आर.एल. अहमदाबाद के मुख्य परिसर, थलतेज परिसर, गेस्ट हाउस, छात्रावास एवं कमर्चरी क्वार्टर आई.आई.एम के समीप और विक्रमनगर आवास कॉलोनी में भी.आर.एल. आवास पर हाउसकीव्हें सर्विस प्रदान करने के लिए वार्षिक अनुबंध। Annual Contract for providing Housekeeping Services at PRL Main Campus, Thaltej Campus, Guest House, students hostel and staff quarters near IIM and at PRL residences in Vikramnagar Housing Colony, Ahmedabad.</td>
</tr>
<tr>
<td>2.</td>
<td>निविदा की लगभग अनुमानित मूल्य</td>
<td>₹ 103.00 लाख</td>
</tr>
<tr>
<td>3.</td>
<td>कार्य आदेश जारी करने की तिथि के दिन 15 से कार्य पूरा करने की अवधि में</td>
<td>एक साल</td>
</tr>
<tr>
<td>4.</td>
<td>निविदा दस्तावेज डाउनलोड करने की अवधि</td>
<td>26.08.2020 को 10:00 बजे से 10.09.2020 को 14:30 बजे तक From 26.08.2020 at 10:00 hrs to 10.09.2020 at 14:30 hrs</td>
</tr>
</tbody>
</table>

**Physical Research Laboratory**

*(A Unit of Dept. of Space, Govt. of India)*

**Construction and Maintenance Group**

Navrangpura, Ahmedabad - 380009

Tel. No.: (079) 26314092/26314097

Fax No.: (079) 26314904

Tel. No.: (079) 26314092/26314097

Fax No.: (079) 26314904
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>क्रमांक</th>
<th>पात्रता मानदंड</th>
<th>पात्रता के लिए दस्तावेजी प्रमाण (स्वयं सत्यापित प्रतियां प्रस्तुत करें)</th>
<th>पात्रता के लिए दस्तावेजी प्रमाण (स्वयं सत्यापित प्रतियां प्रस्तुत करें)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-a</td>
<td>पिछले 7 वर्षों के दौरान निम्न प्रकार के कार्यों को संतोषजनक रूप से पूरा किए हों</td>
<td>Documentary proof for the eligibility (Self attested copies to be submitted)</td>
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</tr>
<tr>
<td></td>
<td>Should have satisfactorily completed the works as mentioned below during the last Seven years.</td>
<td>i. कार्य अनुभव प्रमाणित करने के लिए संबंधित प्राधिकारी द्वारा कार्य आदेशों की प्रमाणित प्रति और समाप्त प्रमाण पत्र।</td>
<td>i. कार्य अनुभव प्रमाणित करने के लिए संबंधित प्राधिकारी द्वारा कार्य आदेशों की प्रमाणित प्रति और समाप्त प्रमाण पत्र।</td>
</tr>
<tr>
<td></td>
<td>i. 40% अनुमानित लागत के इसी प्रकार का 3 कार्य (यानी ₹ 41.20 लाख ₹.)</td>
<td>Certified copy of work orders and completion certificates issued by the authority concerned to establish work experience.</td>
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</tr>
<tr>
<td></td>
<td>Three similar works each costing not less than 40% of the estimated cost (i.e. ₹ 41.20 lakhs)</td>
<td>ii. निजी पार्टियों द्वारा जारी किए गए कार्यों के लिए समाप्त प्रमाणपत्र टीडीएस (स्रोत पर कर कटौती) प्रमाण पत्र द्वारा समर्पित हों।</td>
<td>ii. निजी पार्टियों द्वारा जारी किए गए कार्यों के लिए समाप्त प्रमाणपत्र टीडीएस (स्रोत पर कर कटौती) प्रमाण पत्र द्वारा समर्पित हों।</td>
</tr>
<tr>
<td></td>
<td>या/or</td>
<td>Completion certificates for works issued by Private parties shall be supported by TDS (Tax Deducted at Source) certificates.</td>
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</tr>
<tr>
<td></td>
<td>ii. 60% लागत के इसी प्रकार का 2 कार्य (यानी 61.80 लाख ₹.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
iii. 80% लागत के इसी प्रकार का एक कार्य (यानी 82.40 लाख ₹)
One similar work costing not less than 80% of the estimated cost (i.e. ₹ 82.40 lakhs)

<table>
<thead>
<tr>
<th>A-b</th>
<th>Copy of PF, ESIC and GST registration number</th>
</tr>
</thead>
</table>

**नोट Note:**

i) इसी तरह के काम से मतलब है "हाउसकीपिंग सेवाएं प्रदान करने के कार्य"  
Similar work shall mean "Works of providing Housekeeping services"

ii) पूरी होने की लिधि से लेकर बोली के लिए आवेदन की प्राप्ति की अंतिम लिधि तक गणना करके, 7% प्रति वर्ष की सरल दर से कार्य के वास्तविक मूल्य को बढ़ाकर कार्यालयित कार्यों के मूल्य को वर्तमान लागत के स्तर तक लाया जाए।  
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 receipt of application for bids.

iii) उप-अनुबंध या संयुक्त-उद्धार के रूप में निष्पादित कार्य पात्रता / मूल्यांकन के लिए योग्यता नहीं होगी  
Work executed as sub-contract or joint-venture will not merit for eligibility/evaluation

**B**

31 मार्च को समाप्त होने वाले पिछले तीन वर्षों के दौरान औसत वार्षिक वित्तीय कारोबार में काम की अनुमानित लागत का 30% से कम नहीं होना चाहिए था।  
Should have had average annual financial turnover not less than 30% of the estimated cost of the work during the last three years ending 31st March of preceding year (2019-20).

**C**

31 मार्च 2020 को खत्म होने वाले पिछले पांच वर्षों के दौरान दो वर्षों से अधिक में कोई हानि नहीं होनी चाहिए  
Should not have incurred any loss in more than two years during the last five years ending 31st March 2020

**D**

काम की अनुमानित लागत का 40% की क्षमता शोधन क्षमता होना चाहिए।  
Should have a solvency of 40% of the estimated cost of the work.

**E**

ठेकेदार की बोली लगाने की क्षमता तिथियों में डाल दिए गए काम की अनुमानित लागत से अधिक होनी  
i. वर्तमान प्रतिबद्धता और चल रहे कार्य के मूल्य के साथ-साथ

**वार्षिक वित्तीय कारोबार** के लिए चार्टेड एकाउंटेंट से प्रमाणित प्रति और लाभ और हानि दिखाने वाले बैलेंस शीट  
Certified copy from chartered Accountant for the Annual financial turnover and balance sheet showing Profit & Loss.
The bidding capacity of the contractor should be more than the estimated cost of the work put to tender. The bidding capacity shall be worked out and declared by the tenderer and enclosed with the request for tender document based on the formula: \((AxNx2) - B\)

Where,

- **A** – Maximum value of work executed in one year during last 5 Years at current price level taking into account the work completed as well as work in progress.
- **B** – Value of existing commitments and ongoing work to be completed during the next ‘N’ years at current price level.
- **N** – Number of years prescribed for completion of the subject contact for which bids are invited.

### ii. Statement showing the value of existing commitment and ongoing works as well as the stipulated period of completion remaining for each of the works listed to be furnished.

Current costing level for value of work may be worked out as mentioned in the note (ii) above.

<table>
<thead>
<tr>
<th><strong>3.</strong> निविदा प्रक्रिया यू.आर.एल. पता <a href="http://www.tenderwizard.com/ISRO">www.tenderwizard.com/ISRO</a> पर आलाइन उपलब्ध है। इच्छुक निविदाकताय वेबसाइट पर उपलब्ध निविदा कोडें।</th>
<th>प्रस्तुत किए जाने वाले सूचीबद्ध कार्यों के लिए निर्धारित अवधि के अनुसार निर्धारित वक्तव्य।</th>
</tr>
</thead>
</table>
| **4.** निविदाकताय स्वयं को उपरोक्त पोर्टल में डिजिटल सिग्नेचर की के साथ रजिस्टर करें। निविदाकताय द्वारा निविदा प्रक्रिया शुल्क का भुगतान किया जाएगा। ई-गेट्स के माध्यम से निविदा प्रोसेसिंग शुल्क मेंसें 1। सर्टिफिकेड को देय होगा। जिन्होंने पहले ही रजिस्ट्रेशन करा लिया हो, वे पोर्टल में लॉग-इन करके निविदा में भाग ले सकते है। | }
Tenderers are advised to register themselves in the above portal, with Digital signature key. Tenderer shall pay the Tender Processing Fee. Tender Processing Fee is payable to M/s. ITI Ltd. through E-gateway. Those who have already registered can participate in the tender by logging into the portal.

5. www.tenderwizard.com/ISRO to fill the tender form and obtain Digital signature key. The tender shall pay the Tender Processing Fee to M/s. ITI Ltd.

Those who have already registered can participate in the tender by logging into the portal.

6. (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/Demand Draft of any Scheduled Bank issued in favour of PHYSICAL RESEARCH LABORATORY, Ahmedabad (or) in the form of Bank Guarantee issued by Scheduled Bank. Earnest Money Deposit shall be valid for 180 days from the date of opening of tenders specified in Para 1 above. 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 PRL. The scanned copy of the same to be uploaded while submitting the tender online.

(b) MSME units claiming exemption of Tender cost/EMD should submit the MSME Udyog Adhaar 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.

7. (a) The original instrument of EMD shall be submitted to the office of Group Head, Construction & Maintenance Group, PRL, Navrangpura-380009 on or before the due date and time of opening of tender as stipulated in Para 1 above. If valid EMD not received on or before the due date and time of opening of tender, the tender-offer shall be summarily rejected.

(b) The MSME units claiming exemption of Tender cost/EDM should submit the 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.

www.tenderwizard.com/ISRO
The MSME units claiming exemption of tender cost/EMD should submit attested hard copy of MSME Udyog Adhaar Memorandum or registration certificate as indicated in para 6(b) above. The hard copy of above Memorandum/Certificate shall be submitted to the Office of the Group Head, Construction & Maintenance Group on or before due date and time of opening of tenders. If hard copy is not received on or before due date and time of opening of tenders, the tender offer shall be summarily rejected.

8. The price bid shall be downloaded from the Bid documents tab, The rates are to be quoted in specified column of bid sheet and the same shall be uploaded before due date and time as mentioned in Para 1 above.

9. The tender will be opened at the Office of the Group Head, Construction and Maintenance Group, PRL on the stipulated date and time specified in Para 1 above. The offer of those tenderer who had furnished valid EMD (in original) and suitable documentary evidence as mentioned in Para 2 above, only will be opened. If valid EMD is not received on or before due date and time of opening of tenders, the tender offer shall be summarily rejected.

10. 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.

11. 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.
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 2% of the estimated cost put to tender to be submitted immediately on receipt of letter of acceptance/work order.

12. Intending contractors may inspect the site before submitting the tenders, with the prior permission of Group Head CMG/Engineer-SE/Engineer-SD.

13. The tender accepting authority on behalf of Director, PRL 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.

14. The tender accepting authority on behalf of Director, PRL reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at quoted rates.

15. 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.

16. 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 Gazette 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.
18. 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 PRL, the PRL 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.

19. On concluding the tender, an agreement shall be drawn with the successful Tenderer.

20. This NIT is also displayed in ISRO website [www.isro.gov.in](http://www.isro.gov.in) & PRL website [www.prl.res.in](http://www.prl.res.in)
1. Work orders issued by the authority concerned to establish work on hand.

2. Completion certificates and work orders issued by the authority concerned to establish work experience.

3. Documentary proof for having executed the work of similar nature and comparable magnitude as per the eligibility criteria.

4. Completion certificate for works issued by private parties shall be supported by TDS (Tax Deducted at Source) certificates.

5. Copy of ESI, PF & Goods and Service Tax registration number/certificates.

6. A list of on-going and completed works indicating value of work, date of completion, extension of time etc., as per Format 1 in General Conditions of Contract.

7. PAN/TAN details.

8. Earnest Money deposit.

9. Company profile with details

10. Required documents / CA Certificate for annual financial turnover for last 3 years and loss & profit statement for last 5 years, Bank solvency certificate (issued in 2019-20 or later) and bidding capacity calculations with details & documents.

11. Details of cleaning plants, machinery, tools and tackles available with the bidder

12. ADDITIONAL Documents, if any.