

**INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR E-TENDERING****DEPARTMENT OF POSTS**

Office of the Executive Engineer(E)

Postal Electrical Division

Sion, Mumbai

**NOTICE INVITING TENDER**

No. 14(1)/EEE/PED/MBI/2020-21/504

dated

17.11.2020

Executive Engineer(E) Postal Electrical Division Mumbai invites on behalf of the president of India, percentage rate tenders from approved and eligible contractors who fulfils the following eligibility conditions:

|                                                               |                                                                                                                              |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| NIT No                                                        | 73/EEEP/MBI/2020-21                                                                                                          |
| Name of Work                                                  | SITC of 9 KWp Grid connected Roof Top solar PV System at Vizainagaram HO Bldg , Visakhapatnam region, Andhra Pradesh Circle. |
| Estimated Cost (Rs.)                                          | 369000.00                                                                                                                    |
| EMD (Rs.)                                                     | 7380.00                                                                                                                      |
| Time for completion of work                                   | 3 Months                                                                                                                     |
| Last Date & Time of Submission of Technical And Financial Bid | 26.11.2020 upto 11.00 AM                                                                                                     |
| Date & Time of Opening of Technical Bid                       | 26.11.2020 after 11.30 AM                                                                                                    |
| Validity of the Tender                                        | 75 (Seventy FIVE DAYS) from last date of receipt of technical bid                                                            |

**ELIGIBILITY CONDITIONS:**

1 Specialized firms/contractors who fulfill the following requirements shall be eligible to apply. Joint ventures are not accepted.

**2 (i) Financial**

The Firm should have Average annual financial turnover of at least 100% of the estimated cost during the immediate last 3 consecutive financial years.

**(ii) Physical**

The firm should have satisfactorily completed the similar works with Central/State Govt. Departments/ Central/ State PSUs during the last 7 years ending last day of the month previous to the one in which tenders are invited as follows-

Three similar works of 9 KWp Solar PV System and each of value not less than the amount equal to 40% of the estimated cost.

OR

Two similar works of 9 KWp Solar PV System and each of value not less than the amount equal to 60% of the estimated cost.

OR

One similar work of 9 KWp Solar PV System and each of value not less than the amount equal to 80% of the estimated cost in the last 7 years ending on the last day of the month previous to the one in which the tenders are invited.

Similar work shall mean SITC of ON Grid/ OFF Grid/ Hybrid Solar Power Pack work. 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 applications for tenders.

(iii) The firm should have valid GST registration/Certificate of provisional registration for GST and copy of same is to be uploaded.

(iv) The firm will have to upload scanned copy of completion certificates of similar works of requisite magnitude issued by the officer of the client department of the rank of Executive Engineer or equivalent along with the bid. Works in which compensation is levied shall not be treated as satisfactory completion.

**NOTE:-**

- 1 The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
- 2 Information and Instructions for bidders posted on website shall form part of bid document.
- 3 The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from <https://dopcivil.euniwizarde.com>.
- 4 Online bid documents submitted by intending bidders shall be opened only of those bidders, who have uploaded scanned copy of Earnest Money Deposit and other necessary documents in order.
- 5 Those contractors not registered on the website mentioned above, are required to get registered beforehand.
- 6 The intending bidder must have valid digital signature of Class II or Class III Certificates with signing key usage to submit the bid.
- 7 The e-Tenders invited under two envelopes system, the first electronic envelope will be named as Technical Envelope & will contain documents of bidder's satisfying the eligibility conditions & tender documents and 2nd electronic envelope will be named as Financial Envelope containing Schedule/Bill of Quantities (BoQ). The bidder shall submit TECHNICAL BID ENVELOPE & FINANCIAL BID ENVELOPE simultaneously. The technical bids will be evaluated first and thereafter financial bids of eligible bidders only shall be opened. These envelopes shall contain one set of the following documents:-

a) TECHNICAL BID ENVELOPE shall contain the following documents: (**Scanned copy of notarised English version should also be uploaded for documents in regional language**)

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>i) Scanned copy of EMD in the form of Treasury Chalan/Demand Draft/Pay Order/Banker's Cheque/Deposit at call receipt/Fixed Deposite Receipt/Unique Transaction Reference (UTR) number of deposition of EMD to the account of AO, PED, Mumbai through NEFT/RTGS/ through Internet Banking/Debit card/credit card/receipt of Cash/ Unique Transaction Reference (UTR) number of deposition of EMD through e-payment gateway provided in the e-tender portal/receipt of EMD in this division office or in any other Electrical/Civil Division of DOP in pdf format. (If scanned copy of EMD/ UTR of online payment as mentioned above or scanned copy of cash receipt from office of Executive Engineer(E), Postal Electrical Division, Mumbai or receipt of EMD in this division office or in other Electrical/Civil division of DOP is not uploaded, the technical bid will be disqualified and the financial bid will not be opened.)</b></p> |
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|  | ii) Scanned copy of Chartered Account Certificate for turnover. (There is no need to upload entire voluminous balance sheet. Further details if any will be asked from the bidder after opening of technical bids. )                                                              |
|  | iii) Scan copies of WORK EXPERIENCE CERTIFICATES of requisite magnitude with appropriate Authority as per NIT in .pdf format. <b>The contractor is required to submit satisfactory work completion certificate issued by an officer not below the rank of Executive Engineer.</b> |
|  | iv) Scan copy of PAN card                                                                                                                                                                                                                                                         |
|  | <b>v) Scan copy of UNDERTAKING (as per page 5 of this document) Stamped and Signed in pdf format.</b>                                                                                                                                                                             |
|  | vi) Scanned copies of Certificate of Registration of GST/Certificate of provisional registration in pdf format.                                                                                                                                                                   |
|  | vii) Affidavit (as per page-6 of this document)                                                                                                                                                                                                                                   |
|  | viii) Tender Document in pdf format (TENDERXXXXX.pdf file) digitally signed. If the tender document is not uploaded, BOQ shall not be opened.                                                                                                                                     |

b) FINANCIAL BID ENVELOPE shall contain

- i) Schedule/Bill of Quantities (BoQ) in xlsx format (**BoQ\_XXXXX.xlsx**) file duly filled & digitally signed without changing the name of file.

Executive Engineer(E)  
Postal Electrical Division  
Mumbai

Copy to

1. The CPMG, AP Circle, Visakhapatnam for information please.
2. The SE(E), PEC, Bangalore for information
3. to 7. The Assistant Engineer (E), PESD GPO Mumbai/Sion Mumbaie/ Pune/Nagpur/Hyderabad, with a request to put the NIT on Notice Board.
8. to 10. Tender Clerk/ cashier in Division, office for information.
11. Notice Board
12. Work file
13. Draft NIT

Executive Engineer(E)