

**APPENDIX ‘A’ TO NOTICE INVITING TENDER (NIT)**

1	Name of work	<b>PROVISION OF SOLAR POWER PLANT OF CAPACITY 1.5 MW AT AF STATION, THANJAVUR</b>	
2	Estimated Cost	Rs.1163 Lakh (At Par Market)	
3	Period of completion	<b>365 days (Phase I), 730 days (Phase II)</b>	
4	Cost of tender documents	<b>Rs.3000/-</b> in the shape of DD / Bankers cheque from any Scheduled Bank in favour of <b>GE(AF) Thanjavur</b> and payable at <b>Thanjavur</b> . (Note: In case of retendering, the contractor who had quoted in the previous call is not required to submit the cost of tender.)	
5	Website“/portal address	<a href="http://www.defproc.gov.in">www.defproc.gov.in</a> and <a href="http://www.mes.gov.in">www.mes.gov.in</a>	
6.	Type of contract	The tender shall be based on IAFW-2249 and IAFW-2159 with Schedule ‘A’ list of items of works to be priced by the tenderers electronically (BOQ).	
7.	Timeline Details :		
	(a) Bid submission start date	<b>11 Oct 2021</b>	
	(b) Bid submission end date	<b>18 Oct 2021</b>	
	(c) Date of bid opening	<b>19 Oct 2021</b>	
8	Eligibility Criteria and Technical PQC criteria		
	A) For MES enlisted contractors	(i)	All contractors enlisted with MES in <b>Class “S”</b> and above shall be considered eligible.
		(ii)	They should not have adverse remarks in Work Load Report of Competent Engineer Authority.
		(iii)	Contractor should have MoU with Solar Power firms of rating 1A / 1B / 1C / 2A / 2B / 2C given by CRISIL/CARE/FITCH/ ICRA/ SMERA/Brick Work Ratings India Pvt Ltd and having experience as given in 8 (C)(i) here-in-after.
		(iv)	Enlisted contractors who are either having above mentioned solar rating themselves fulfilling the criteria laid down here-in-after or meeting the criteria laid down for un-enlisted contractors shall also be considered eligible.
		Contd.,	

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	(B) For Un-enlisted contractors	(i)	Contractor not enlisted with MES should meet the enlistment criteria of <b>'S' Class</b> contractor with regard to satisfactorily completion of requisite value works with Central/State Government/ Central/ State PSUs/ A WHO/ AFNHB/ CGEWHO / DGMAP, annual turnover, bank solvency, working capital and other requirements given in Para 1.4 & 1.5 of Section 1 of MES Manual of Contracts 2020 (Attached as Annexure) and Appx 1.3 as available in all MES formations as well as MES website ( <a href="http://www.mes.gov.in">www.mes.gov.in</a> ).
		(ii)	Contractor should have MoU with Solar Power firms of rating 1A / 1B / 1C / 2A / 2B / 2C given by CRISIL/CARE/FITCH/ ICRA/ SMERA/Brick Work Ratings India Pvt Ltd and having experience as given in 8(C)(i) here-in-after. However, requirement of MoU is exempted for contractors who themselves are having requisite rating by rating agency mentioned here-in-before.
		(iii)	Not carrying adverse remarks in Work Load Report (WLR) or any other similar report circulated by any competent authority, if already working in MES.
		(iv)	No recovery outstanding in Government Department.
		(v)	Meeting Engineering establishment criteria of <b>Class “S”</b> contractor of MES is not required.
		(vi)	They shall submit a copy of Police Verification from the Police Authority of the area where the registered office of the firm is located / Notarized copy of the valid Passport of Proprietor/each Partner/each Director.
		(vii)	Not suspended/debarred/blacklisted (either permanently or temporarily) from participating in any bid or for business dealings by any Central/State Government Department or any Central/State Government PSU or any Autonomous Body under Central/State Government or any Local Body as on the bid submission end date.
	(C) For All Contractors	(i)	Experience of having successfully completed Solar Power Plants in Government Department / PSU <b>during last seven years</b> ending last day of the month previous to the one in which applications are invited should be any of the following :-

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			(a) One work of capacity $\geq$ 80% of capacity of plant specified in NIT.
			<b>OR</b>
			(b) Two works of capacity $\geq$ 50% of capacity of plant specified in NIT.
			<b>OR</b>
			(c) Three works of capacity $\geq$ 40% of capacity of plant specified in NIT.
		(ii)	Contractor will not be allowed to execute the work by subletting or through power of attorney holder on his behalf to a third party / another firm <b>except sons / daughters of proprietor / partner / Director, Project Manager as per contract conditions.</b>
		(iii)	In a tender, the Solar power firm can either bid as direct participant / bidder or as a bidder having MOU with MES enlisted / un-enlisted contractor, but cannot bid simultaneously for the same tender as direct participant / bidder or also as a bidder having MOU with MES enlisted / un-enlisted contractor
		(iv)	In case any violation of Condition at 8 (C)(iii) above is noticed, bids submitted directly by Solar power firm will be treated as invalid.
		(v)	MOU between only one Solar Power firm and one MES enlisted / un-enlisted contractor, bidding for the same tender will be permitted.
9	Tender issuing Officer	<b>Name</b> : Shri M Bhargava ,Jt Dir ( C) <b>Contact Detail (Phone no. &amp; Email Id)</b> Phone No. 080-23574027 Email Id : <a href="mailto:bhargavam8469-cgo@gov.in">bhargavam8469-cgo@gov.in</a>	
	Accepting Officer	<b>CE (AF) BANGALORE</b> <b>Address</b> : No. 2 , DC Area, MES Road, Yeshwanthpur Post Bangalore -560 022	
10	Executing agency	<b>GE(AF) Thanjavur.</b>	
11	Earnest Money	<b>Rs .9,06,500/- in favour of GE(AF) Thanjavur</b> in the form of Deposit at call receipt, FDR not acceptable.	

**NOTES:**

1. In case after opening of Cover 1, the number of MES enlisted contractors of eligible class as well as eligible un-enlisted contractors, if any, fulfilling the other eligibility criteria given in NIT is less than 7(Seven), applications in respect of MES Contractors **one** class below the eligible class shall also be considered subject to fulfillment of other eligibility criteria given in the NIT. Therefore MES contractors, **one** class below may also bid for this tender. Such contractors (contractors of **one** class below the eligible class) shall not be considered in case their **present residual works in hand is more than FIVE TIMES their present tendering limit.**

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However in case such contractors fulfill the criteria of upgradation to the stipulated eligible class based on past experience of completed works (individual work experience and / or average annual turnover, as applicable) and financial soundness (solvency/financial soundness and working capital), the ceiling of present residual work will not apply and they will be considered for issue of tender. Such bidders shall upload in their Cover-1 bid details related to residual work in hand like details of work in hand showing names of work, names of Accepting Officers, Contract amounts, dates of commencement and completion (stipulated) and progress as on bid submission date. Such contractors, if claim to fulfill the criteria of upgradation shall also upload the requisite information/ documents in support of upgradation. These details shall be verified by the Tender Issuing Authority from concerned formations in case bids of such contractors are considered for evaluation.

2. In case after opening of Cover 1, the number of MES enlisted contractors of eligible class as well as un-enlisted contractors, if any, fulfilling the other eligibility criteria given in NIT are 7 (Seven) or more, applications of only those one class below the eligible class bidders shall be considered, who have previously completed similar works satisfactorily and are meeting the criteria of upgradation in respect of past experience of completed works (individual work experience and/or average annual turnover as applicable) and financial soundness (solvency/financial soundness and working capital) as per details given in Manual on Contracts. Therefore such contractors shall upload the requisite information/documents in the Cover-1.

3. Unenlisted contractors shall be considered provided they meet the criteria. Foreign Firms shall not be eligible for this tender. However Indian Firms having foreign national / Indian nationals staying abroad / Indian national having taken foreign citizenship, as director(s) shall be considered subject to security clearance from the concerned authorities.

4. Contractors enlisted with MES will upload the following documents in Cover 1 for checking eligibility :-

- (a) Application for tender on Firm's letterhead.
- (b) Enlistment letter issued by the Registering Authority duly renewed for the cycle period in vogue.
- (c) Scanned copy of ID /Bankers Cheque toward cost of tender and EMD instrument in case SSD bond is not signed at the time of registration.
- (d) Any other document required as described in this Appendix.

**(e) MOU with Solar power firm with approval letter.**

**or**

**Solar power firm approval letter in the name of firm.**

**(f) Details of similar nature of works executed during last seven years as detailed in 8 (C)(i) here-in-before**

5. Contractors not enlisted with MES will be required to upload the following documents in Cover 1 for checking eligibility.

- (a) Application for tender on Firm's letterhead.
- (b) Scanned copy of DD/ Bankers cheque toward cost of tender and Earnest Money Deposit (EMD) instrument.
- (c) Copy of Police Verification Report/Police Clearance Certificate/ Character Certificate from the Police Authority of the area where the registered office of the firm is located/notarized copy of valid passport of Proprietor/each Partner/each Director.
- (d) All documents required for enlistment in MES for the class mentioned in Para 8(b) above as per Para 1.5 of Section 1 of MES Manual on Contracts 2020.
- (e) Details of works being executed in MES, if any.
- (f) Any other document required as described in this Appendix.

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- (g) Details of **similar nature of works executed during last seven years as detailed in 8 (C)(i) here-in-before**, financial year-wise in tabular form giving name of work, Accepting Officer's details, viz, Address, Telephone, Fax No, E-mail ID etc, date of acceptance of tender and actual date of completion. This shall be duly signed by proprietor / all partners / authorised Director of Pvt / Public Ltd, as applicable. It should indicate whether extension was granted or compensation was levied. Attested copy of acceptance letter and completion certificate shall be enclosed of each work. In case performance report has been given by the client, same shall also be submitted duly attested.
- (h) **MOU with Solar power firm with approval letter.**  
or  
**Solar power firm approval letter in the name of firm**
6. Tenders not accompanied by scanned copies of requisite DD/Bankers Cheque towards cost of tender and earnest money (as applicable) in Cover 1 shall not be considered for validation of T bid and their Financial Bids will not be opened.
7. Contractors should ensure that their original physical DDs and Earnest Money Deposit (EMD) instruments (as applicable) reach the office of Accepting Officer within 15 (Fifteen) days of bid submission end date failing which the following action shall be taken.
- (a) In case of tenders from an enlisted contractor of MES where scanned copies of requisite DD/ Bankers Cheque towards cost of tender have been uploaded in Cover 1 but physical copies are not received within the stipulated period, their financial bids (Cover 2) will be opened. However non-submission of physical copies of cost of tender shall be considered as willful negligence of the tenderer with ulterior motives and such tenderer shall be banned from bidding for a period of six months commencing from the date of opening of Financial Bid (Cover 2).
- (b) In case of tenders from unenlisted contractor, where scanned copies of requisite DD/Bankers Cheque towards cost of tender have been uploaded in Cover 1 but physical copies are not received within the stipulated period, their financial bids (Cover 2) will not be opened. Name of such contractors along with complete address shall be circulated for not opening of their bids for a period of six months commencing from the date of opening of financial bid (Cover 2).
- (c) In case of tenders from enlisted and unenlisted contractors, where scanned copies of instruments for Earnest Money Deposit (as applicable) have been uploaded in Cover 1 but the same are not received in physical form within stipulated period, such tenders shall not qualify for opening of financial bid (Cover 2).
8. Contractor will not be allowed to execute the work by subletting or through power of attorney to a third party/another firm on his behalf. However a contractor can execute the work through power of attorney to sons/daughters/ spouse of Proprietor/Partner/Director and firm's own employees, director, project manager **provided they are not having a separate enlisted firm in MES in their name as Proprietor/Partner/Director.**
9. After opening of Cover 1 and during its technical evaluation, in case any deficiency is noticed in the documents required to be uploaded by the tenderers as per NIT, a communication in the form of e-mail/SMS/Speed Post etc shall be sent to the contractor to rectify the deficiency within a period of seven days from date of communication failing which their financial bid (Cover 2) shall not be opened and contractor shall not have any claim on the same.
10. Invitation for e-tender does not constitute any guarantee for validation of Technical bid and subsequent opening of financial bid of any applicant/bidder merely by virtue of enclosing DD. Accepting Officer reserves the right to reject the Technical bid and not to open the financial bid of any applicant/bidder. Technical bid validation shall be decided by the Accepting Officer based on eligibility of the firm as per criteria given in this Appendix. Tenderer/bidder will be informed regarding non-validation of his Technical

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bid assigning reasons thereof through tender evaluation report which shall be uploaded on the website. Such tenderer, if desires, may appeal to the Next Higher Engineer Authority (NHEA) i.e CESC Pune 411001 on email id asstdircontceengrpl- [mes@nic.in](mailto:mes@nic.in) with copy to the Accepting Officer on email before the scheduled date of opening of Cover 2. NHEA shall decide the matter within a period of seven working days from the date of receipt of appeal. The decision of the NHEA shall be final and binding. The tenderer/bidder shall not be entitled for any compensation whatsoever for rejection of his bid.

11. In case an unenlisted contractor is already executing works in MES, he shall not be considered eligible for the subject tender if the total value of such works is more than twice the tendering limit of the MES Class of contractor for which it is eligible. For this purpose, details of the works being executed by such a contractor shall be uploaded in the Cover -1 of the bid and shall be checked/verified by the Accepting Officer.

12. In case the BOQ is revised through the corrigendum and the bidder has failed to quote on revised BOQ (ie he has quoted on pre revised BOQ), such bid shall be treated as willful negligence by the bidder and his quotation shall be considered non-bonafide. In such cases the lowest tender shall be determined from amongst the valid/bonafide bids only. Accepting Officer may decide whether to re-tender or consider the lowest bonafide tender for acceptance.

13. Revoking the offer or revising the rates upward or offering voluntary reduction by the lowest tenderer after opening of Cover 2 shall be considered as a willful default. For this default a penalty of an amount equal to Earnest Money shall be levied. In case of an unenlisted tenderer. Earnest Money deposited by him shall be forfeited. In case of MES enlisted tenderer having deposited the Standing Security Bond, an amount equal to the earnest money stipulated in the NIT shall be notified to the tenderer for depositing through MRO and consideration of such tenderer in tender evaluation for future works shall remain suspended till the aforementioned amount is deposited in the Government Treasury. No other disciplinary/administrative action shall be taken against such tenderers. In such a situation, the next lowest offer shall not be considered for acceptance. Instead, retendering shall be resorted to in a transparent and fair manner and the defaulting tenderer and his related firm if any, shall not be eligible for this tender in second call or subsequent calls.

14. Tender to related firms shall not be issued simultaneously. Firms shall be termed as related if Proprietor/one or more Partners/Directors are common. Decision of Accepting Officer on issue/deny the tender to any one of the related firms shall be final and binding.

File No. 801441/AF/ /E8

Dated:

**(M Bhargava)**  
**Jt Director (Contracts)**  
**For Accepting Officer**

**Signature of Contractor**  
**Dated:**



**Annexure to Appendix ‘A’ to Notice Inviting Tender**

**1.4 Criteria for Fresh Enlistment & Upgradation**

(a) Criteria for Fresh Enlistment in various classes shall be as under:-

	<b><u>Past Experience of Completed Works in Last 5 years&amp; Average Annual Turn Over (in Rs)</u></b>	<b><u>Financial Soundness (in Rs)</u></b>
(1)	(2)	(3)
‘SS’	(a) Two works costing not less than 12.00 crore each. or One work costing not less than 20 crore. and (b) Average annual turn over for two consecutive years shall not be less than 20 crore	(a) Solvent upto 8.00 crore or Financially sound for engagement upto 40.00 crore.  (b) Working capital not less than 75.00 lakh
‘S’	(a) Two works costing not less than 7.50 crore each or One work costing not less than 12 crore and (b) Average annual turn over for two consecutive years shall not be less than 12 crore	(a) Solvent upto 4.00 crore or Financially sound for engagement upto 15.00 crore  (b) Working capital not less than 50.00 lakh
‘A’	(a) Two works costing not less than 4.00 crore each. or One work costing not less than 6.00 crore. and (b) Average annual turnover for two consecutive years shall not be less than 6.00 crore	(a) Solvent upto 2.00 crore or Financially sound for engagement upto Rs 7.50 crore.  (b) Working capital not less than Rs 30.00 lakh
B’	(a) Two works costing not less than 1.50 crore each. or One work costing not less than 2.50 crore. and (b) Average annual turn over for two consecutive years shall not be less than 300.00 lakh.	(a) Solvent upto 100.00 lakh or Financially sound for engagement upto 3.00 crore.  (b) Working capital not less than 12.00 lakh
‘C’	(a) Two works costing not less than 50.00 lakh each.  One work costing not less than 80.00 lakh. and (b) Average annual turn over for two consecutive years shall not be less than Rs100.00 lakh.	(a) Solvent upto 40.00 lakh or Financially sound for engagement upto 100.00 lakh  (b) Working capital not less than 10.00 lakh
‘D’	(a) Two works costing not less than 25.0 lakh each. or One work costing not less than 40.0 lakh. and (b) Average annual turn over for two consecutive years shall not be less than 50.00 lakh.	(a) Solvent upto 20.00 lakh or Financially sound for engagement upto 50.00 lakh.  (b) Working capital not less than 7.50 lakh

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‘E’	(a) Three works costing not less than Rs 7.50 lakh. or Two work costing not less than Rs 10.0 lakh each or One work costing not less than Rs 20.0 lakh, and (b) Average annual turn over for two consecutive years shall not be less than Rs 25.00 lakh.	(a) Solvent upto Rs 10.00 lakh or Financially sound for engagement upto Rs 25.00 lakh.  (b) Working capital Rs 5.00 lakh
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(b) Criteria for upgradation in various classes shall be as under:-

	<b><u>Past experience of completed works in last 5 years</u></b>	<b><u>Financial soundness</u></b>	<b><u>Limit of minimum reserves (See Note 5 below)</u></b>
(1)	(2)	(3)	(4)
‘SS’	(a) Two works costing not less than Rs 12.00 crore each. or One work costing not less than Rs 20 crore. and (b) Average annual turn over for last two consecutive years shall not be less than Rs 20 crore	(a) Solvent upto Rs 8.00 crore or financially sound for engagement upto Rs 40.00 crore  (b) Working capital not less than Rs 75.00 lakh	Rs.120.00 lakh
‘S’	(a) Two works costing not less than Rs 7.50 crore each or One work costing not less than Rs 12 crore and (b) Average annual turn over for last two consecutive years shall not be less than Rs 12 crore	(a) Solvent upto Rs 4.00 crore or financially sound for engagement upto Rs 15.00 crore  (b) Working capital not less than Rs 50.00 lakh	Rs 80.00 lakh
‘A’	(a) Two works costing not less than Rs 4.00 crore each. or One work costing not less than Rs 6.00 crore. and (b) Average annual turn over for last two consecutive years shall not be less than Rs 6.00 crore	(a) Solvent upto Rs 2.00 crore or Financially sound for engagement upto Rs 7.50 crore.  (b) Working capital not less than Rs 30.00 lakh	Rs 75.00 lakh
‘B’	(a) Two works costing not less than Rs 1.50 crore each, or One work costing not less than Rs2.50 crore. or Average annual turn over for last two consecutive years shall not be less than Rs 300.00 lakh.	(a) Solvent upto Rs 100.00 lakh or Financially sound for engagement upto Rs 3.00 crore.  (b) Working capital not less than Rs 12.00 lakh	Rs 60.00 lakh



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'C'	(a) Two works costing not less than Rs50.00 lakh each, or One work costing not less than Rs 80.00 lakh. or Average annual turn over for last two consecutive years shall not be less than Rs100.00 lakh.	(a) Solvent upto Rs 40.00 lakh  Financially sound for engagement upto Rs 100.00 lakh  (b) Working capital not less than Rs. 10.00 lakh	Rs 25.00 lakh
'D'	(a) Two works costing not less than Rs 25.00 lakh each, or One work costing not less than Rs 40.00 lakh. or Average annual turn over for last two consecutive years shall not be less than Rs 50.00 lakh.	(a) Solvent upto Rs 20.00 lakh or Financially sound for engagement upto Rs 50.00 lakh.  (b) Working capital not less than Rs 7.50 lakh	Rs 12.50 lakh

**Notes:-**

1. Authority competent to enlist shall be called Registering Authority.
2. The categories for enlistment shall be decided on the basis of nature of works executed by Contractor. Contractors who have experience of executing of Prefab/Pre- Engineered Structures and fulfil other criteria, shall also be eligible for enlistment in category a(i). At the time of renewal, contractors already enlisted in Cat (a) (i) Building & Roads, shall be enlisted in Cat (a) (i) Building works & (a) (v) Roads. In case of E class contractors, Registering Authority shall issue suitable amendments to enlistment letters in respect of separate categories for buildings works ie a(i) and roads i.e. a(v) without any application from contractor.
3. For enlistment/upgradation/renewal/reclassification etc, in category (b) Electrical Engineering Works (i) to (iii), a declaration/undertaking shall be obtained from the applicant contractor in affidavit form whereby the contractor shall undertake to either obtain valid Electrical Licence of required class in its name or engage an agency having valid Electrical Licence of required class through MoU (Memorandum of Understanding) for execution of all electrical works as well as works under category (c) [including its sub categories (i) to (vii)] and the category (d)(v) to the extent Rule 29 under Part III of Central Electricity Authority (Measures Relating to Safety and Electric Supply) Regulations, 2010 is applicable either in full or part of the scope of work of contract awarded to him and that all such electrical works shall be executed by him through such agency only (either self or other agency) having valid Electrical Licence of required class from State /Union Territory Authorities where works are to be executed.
4. Working capital with the Contractor shall be judged from balance sheet/bank's certificate as per Appendix 1.3 / bank statement for last 6 month/overdraft or cash credit facility from bank/fixed deposit receipts with banks.
5. The requirements of minimum reserves are applicable for enlistment related process of existing contractors i.e. Change in constitution/Renewal/Reclassification (Revision in Monetary Limit) etc, if they have contracts in hand not having Performance Security provisions, till their contracts are completed and their Final Bills do not become MINUS. For this, these contractors will submit affidavit on non-judicial stamp paper of appropriate value (minimum value Rs. 100) declaring that all their contracts without Performance Security provisions are completed and the Final Bills are not MINUS. Immovable/movable property (minimum reserve) shall be exclusively in the name of Contractor and not in the name of family members/relatives/others. In case of Limited companies, immovable/movable property (considered for minimum reserve) shall be exclusively in the name of Company and should be reflected in the Balance Sheet of the Company.

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6. "Last two consecutive years" shall mean immediate last two consecutive financial years reckoned from the date of application for upgradation. Two consecutive years for the purpose of fresh enlistment shall mean any of the two consecutive financial years in last Five Financial Years preceding the date of application for enlistment. For documents in support of works experience, TDS certificate for IT/Sales Tax/VAT/GST shall also be asked from applicant firms. All documents related to works experience and turnover (except Form 26 AS and portal generated GST return) shall be got independently verified from the client/issuing authority. Registering Authority may seek clarification from the Chartered Accountant in case of any doubt. Annual turnover to be considered for enlistment purpose shall mean the turnover from all businesses carried out by the applicant firm in relation to construction work related to categories of works for which the enlistment is being sought. It may be total turnover as shown in the audited balance sheet or part thereof. Necessary clarification shall be obtained from the Chartered Accountant whose audited balance sheet is submitted by the applicant firm in case considered necessary by the Registering Authority.

7. Upgradation of enlisted contractor shall be done gradually in stages. Before a contractor is considered for upgradation, he should have worked at least for two years in the present tendering limit and should meet the criteria laid down. Normally upgradation will be done only to one next higher class at a time. However, if performance of any particular contractor is of very high order and Registering Authority considers upgradation of such contractor by more than one class justified, the same shall be done only with prior approval of E-in-C's Branch. Following considerations shall be applied to ascertain whether the performance of contractor is of very high order or otherwise:

- (a) Contractor has completed works, value of which is more than 1.25 times the requirement in which the upgradation is being considered.
- (b) Average Annual Turnover of the contractor is more than 1.25 times the requirement in which the upgradation is being considered.

**Example:** For a contractor enlisted in class 'C' having tendering limit of 100 lakh, proposed to be upgraded to class 'A' having tendering limit of 7.50 crore, minimum value of works completed and turn over shall be as under:

- (i) Two works completed costing not less than 5.00 crore each (1.25 x 4.00)  
Or  
One work costing not less than 7.50 crore (1.25 x 6.00)
- (ii) Average annual turnover 7.5 crore (1.25 x 6.00)
- (c) Average marks secured in Performance Reports (Stage-II) for the works completed in last five years shall not be less than 70%. Where report for any work is not available, it will be deemed to contain only 60% average marks.

8. Contractors of 'A' class and above only shall be eligible for enlistment in categories (a) (iii) Runways and Pavements and (a)(iv) Marine and Harbour Works subject to prior approval of E-in-C.

9. The criteria laid down above for enlistment/ upgradation may be relaxed in the case of contractors whose performance has been found to be of a very high order. Such relaxation may, however be given only with the prior approval of E-in-C's Branch.

**1.5 Documents required to be submitted by the contractor for enlistment in MES.**

- (a) Application for enrolment as contractor on IAFW-2190 (Revised 2020). Coloured Photographs affixed on application shall be self-attested.
- (b) Affidavit for constitution of firm.

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- (c) List of works executed during last five years (As per Appendix 1.2) including copies of Work Orders/Work allotment letters, Copies of completion certificates and Form 16 A/TDS certificate for GST (GSTR-7A).
- (d) Annual turnover certificate duly supported with audited balance sheet. The turn over certificate must bear the UDIN (Unique Document Identification Number). The turn over certificate and audited balance sheet should be from same Chartered Accountant. In case balance sheets are not audited, Form 26 AS and /or Annual GST return shall be forwarded in support of turnover.
- (e) Audited balance sheet of last five years in case of Limited companies
- (f) *Solvency certificate from scheduled bank as per specimen given in **Appendix-1.3***
- (g) Working Capital certificate from scheduled bank as per specimen given in **Appendix-1.3.**
- (h) Affidavit from contractor that there is no Government dues/ recovery outstanding against him. If there is any Government dues/recovery outstanding from the contractor, enlistment/ upgradation shall not be carried out.
- (j) Affidavit from contractor giving brief details of arbitration / litigation cases he was involved in. Registering Authority will critically examine such details and if contractor is considered habitual litigant, his enlistment/ upgradation shall not be carried out. Contractor shall be deemed to be a habitual litigant if he moves the court more than once ignoring arbitration clause and court does not uphold his view.
- (k) Two self-attested photographs of Proprietor/Partners/ Directors of firm for verification of character and antecedents from the police authorities. Places where online police verification process is available, the contractor will carry out police verification of the Proprietor/Partners/Directors and submit the verification reports for cross verification by the Department. Alternatively the contractor may submit a copy of valid passport issued by Govt of India.
  - (l) Copy of partnership deed in case of partnership firm.
- (m) Memorandum and Articles of Association in case of Limited Companies.
- (n) Copy of Registration Certificate of firm with Registrar of Companies/Register of Firms.
- (o) Affidavit that no near relative(s) of the contractor or his/their employees/agents is/are working as Gazetted/ Commissioned Officer(s) in MES/ Corps of Engineers/Ministry of Defence. If the near relative(s) is/are working in such capacity in any formation upto Zonal CE/CCE, he/ they shall furnish details. The contractor shall not be entitled to tender for the works in entire area of CE Zone/CCE.
- (p) Affidavit that no near relative(s) of the contractor or his/their employees/agents is/are working as Junior Engineer(s) in MES/Corps of Engineers. If his near relative(s) is/are working in such capacity in any formation upto CWE/ GE(I) office, the contractor shall furnish details. The contractor shall not be entitled to tender for the works in entire area of that CWE/GE(I).
- (q) Copy of power of attorney/Resolution of the Board infavourof any Partner/ Director of the firm.
- (r) Copy of immediate last Income Tax Return.

**Annexure to Appendix 'A' to Notice Inviting Tender**

- (s) A separate sheet containing specimen signatures (signed in black ink) and affixed with photographs of Proprietor/Partners/Directors (to be used as Appendix B of enlistment letter).
- (t) Self-attested copy of PAN Card of Proprietor, Partners, Directors and the firm/ Company.
- (u) Self-attested copies of GST registration, EPFO registration and ESIC registration certificates.

**Notes:-**

(i) All the documents submitted by the contractor shall be signed by Proprietor/all Partners/all Directors unless specifically authorized to a Partner/Director through POA or Resolution of the Board.

(ii) Photocopies of documents shall be self-attested. Registering Authority shall ask production of original documents to verify the photocopies.

(iii) All affidavits shall be given on non-judicial stamp paper of appropriate value duly signed by the contractor and attested by the Magistrate/Notary public.

(iv) Registering Authority shall cross-verify the genuineness of financial documents at Para (d) & (e) above from issuing Chartered Accountant (CA) and documents at Para (f) & (g) from the concerned Bank branch by referring in writing to them along with copy of above documents submitted by contractor. Registering Authority is also at liberty to verify the genuineness of all the documents from other reliable/authentic sources.

(v) All documents related to work experience and turnover (except Form 26AS and portal-generated GST return) shall be got independently verified from the client/issuing Authority. For documents in support of works experience, TDS certificate for IT/Sales Tax/VAT/GST shall also be asked from applicant firms. Registering Authorities may seek clarifications from the Chartered Accountant in case of any doubt.

(vi) Documents mentioned at Para 1.5 (a) and 1.5 (s) shall not be applicable for the purpose of documents to be uploaded for bidding purpose by unenlisted firms.

Appendix-1.3

BANK ADDRESS & CODE NO.

FORM OF SOLVENCY CERTIFICATE FROM NATIONALISED /SCHEDULED BANK

TO WHOMSOEVER IT MAY CONCERN

This is certified that to the best of our knowledge and information M/S/ Shri/ Smt \_\_\_\_\_ having address \_\_\_\_\_, a customer of our bank are/ is respectable and can be considered solvent up to Rs.....(Rupees.....)/ Financially sound for any engagement up to Rs.....(Rupees.....).This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)  
Name, designation and  
Personal Code No. of Signatory  
and Seal of Bank

Note :- In case of partnership firm, certificate to include names of all partners as recorded with the bank.

**FORM OF WORKING CAPITAL CERTIFICATE FROM NATIONALISED/ SCHEDULED BANK**

This is certified that M/S/ Shri/ Smt \_\_\_\_\_ having address \_\_\_\_\_ has/ have been maintaining a saving bank account/ current account / fixed deposit account with this branch of bank since .....and the firm is having working capital of approximately Rs.....and/ or the firm is enjoying overdraft facilities upto limit of Rs..... This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)  
Name, No. and Seal of Bank