



**LIFE INSURANCE CORPORATION OF INDIA**

**ENGINEERING DEPARTMENT**

Western Zonal Office,

'Yogakshema' West Wing, 1<sup>st</sup> floor,

Jeevan Bima Marg,

Mumbai - 400 021

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**PREQUALIFICATION BID - I**

**E-TENDER FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 100 KWp (50KWp + 50KWp) GRID INTERACTIVE ROOF TOP SOLAR PLANT AT "YOGAKSHEMA BUILDING " MUMBAI.**

**CONTENTS**

SNO	DESCRIPTION	PAGE NOs
1	Tender Notice	2
2	Pre-qualification Notice	3 – 7
3	e-Tendering Programme	8 – 9
4	Instructions with regard to Submission of Tenders	10 – 12
5	Information & instructions to the bidders	13 – 16
6	Tender Evaluation Procedure	17
7	Instructions for filling and submission of Pre-qualification Bid	18
8	Form for pre-qualification Bid	19 – 27
9	ANNEXURE –A1, A2, B, C, D, E, F,G1 & G2.	28 – 38
10	Pre –qualification Bid check list. Annexure -H	39

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Engineering Dept, Western Zonal Office, Yogakshema, West Wing 1 st Floor, Jeevan Bima Marg, Mumbai-400021, Tel- 022-66598254, 66598251 Email:wz\_engg@licindia.com

## E-TENDER NOTICE

Competitive Bidding for E-TENDER FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 100 KWp (50KWp + 50KWp) GRID INTERACTIVE ROOF TOP SOLAR PLANT AT "YOGAKSHEMA BUILDING " MUMBAI.

Sl. No.	Description of Work	Estimated Cost In Lacs (Rs)	Date of tender documents available on Website
1.	<b>E-TENDER FOR SUPPLY, INSTALLATION, TESTING &amp; COMMISSIONING OF 100 KWp GRID INTERACTIVE ROOF TOP SOLAR PLANT AT YOGAKSHEMABUILDING, MUMBAI.</b>	<b>48.00</b>	<b>30.11.2022</b>

For further details and tender documents, tender programme & last date for submission of tender etc. please visit website [www.tenderwizard.com/LIC](http://www.tenderwizard.com/LIC) & [www.licindia.com](http://www.licindia.com) Further communications, corrigendum, amendments, if any and extension of date for submission of tender in case required, will be hosted in the above given web site only.

Life Insurance Corporation of India reserves the right to extend the date of submission of Tender/re-invite the Tender in case of inadequate selection in the Pre-qualification Bid.

Date:

CHIEF ENGINEER

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CONTRACTOR

CHIEF ENGINEER Page 2

## PREQUALIFICATION NOTICE

Life Insurance Corporation of India intends to invite Item rate tenders through **E-TENDER FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 100 KWp (50KWp + 50KWp) GRID INTERACTIVE ROOF TOP SOLAR PLANT AT “YOGAKSHEMA BUILDING “ MUMBAI.**

### “PREQUALIFICATION CRITERIA FOR THE CONTRACTOR”

The details are as follows.

S. No	DESCRIPTION OF THE WORK	Estimated cost (Rs. In lakh)	Completion period in days	Min. Bank Solvency (Banker certificate) / Net worth certificate (Rs. In lac)	Avg. Annual turnover last 3 years Ending 31st march of the previous financial year (Rs. In lakh)	Min. Value of similar work (capacity & other requirements) completed in last 7 yrs ending last day of month previous to one in which application is invited
A	<b>100 KWp (50KWp + 50KWp) GRID INTERACTIVE ROOF TOP SOLAR POWER PLANT AT YOGAKSHEMA ,MUMBAI.</b>	<b>48.00</b>	<b>(1) 60 days to complete the entire installation work.(2) 30 days from the completion of installation work to entire commissioning and getting net metering systems to BEST Undertaking and handing over of Solar</b>	<b>Solvency- 19.20 / Net worth certificate 4.80</b>	<b>96.00</b>	<p>1. One work of 80 KWp or two works of 50 KWp or three works of 40 KWp during last two years.</p> <p>2. It is preferable that the Copy of the certificate of electrical inspector for the executed Solar Power Plant shall be submitted</p> <p>3. 3. Should have already</p>

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			installation to LIC)			installed at least 40 KWp capacity works in any Central/state Govt / Semi Govt / PSU /state autonomous body/central /state public sector under taking/city development authority/Municipal corporation of city formed under any act by central /state Government and published in central/state Gazette
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The Contractors shall be responsible to pay all statutory levies imposed by the State and Central Government. Their quoted rates in the tender shall include all taxes and levies excepting GST. GST as applicable will be paid extra by LIC. The L1 Bidder will be required to get GST registration of state (Maharashtra) upon receipt of acceptance letters. Without the same (GST registration) payment against the work cannot be processed by LIC.

MNRE has since dispensed with MNRE accreditation .Hence the registration would not be possible for firms that are registered after 24.11.2017.Accordingly MNRE registration is not mandatory.

The Tender Documents consist of BID I, BID II and BID III. The tenderer shall go through the BID I and BID II and quote their offer in BID III. The Tenderer shall go through the BID I, BID-II & BID III of the Tender before submitting the Tender.

**Contractor has to submit the Tender as under:**

- (1) **BIDI:** Pre qualification Bid (Enrolment form with Annexure).The Tenderers shall fill in the enrolment form and upload the supporting documents / attachments. The scanned copy of the Demand Draft/Pay Order of Tender document fees and Demand Draft / Pay Order/Banker's Cheque / Bank Guarantee of EMD shall be uploaded in BID I.
- (2) **BIDII:** One Sealed envelope consisting of two separate sealed envelope as per following :-
  - a. Tender document fee of **Rs.590.00** (Inclusive of 18% GST) (non-refundable) in the form of Demand Draft/Pay order in favour of "Life Insurance Corporation of India" payable at

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Mumbai.

b. Earnest Money Deposit as follows:-

Sr. No.	Name of Work	Estimated Cost	Earnest Money Deposit	Tender Document Fee (Inclusive of 18%GST)
1.	For1works1x100KWp=100kwp	Rs.48.00 lakh	Rs.24000/-	Rs.590.00

In the form of Demand Draft/Pay Order/Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Mumbai. OR 50% amount i.e. As mentioned in the PQ notice in the form of Bank Guarantee of any Nationalized/Scheduled Bank & another 50% i.e. As mentioned in the PQ notice amount in the form of Demand Draft / Pay Order/Banker's

Cheque drawn in favour of "Life Insurance Corporation of India" payable at Mumbai. The bank guarantee shall be as per format enclosed. The bank guarantee shall be from any nationalized / scheduled bank preferably at Mumbai or where a Branch / Division of LIC of India exist.

a) The Earnest Money Deposit as above can be remitted through RTGS payment along with necessary UTR reference and Bank details should be submitted.

Bank Details of LIC of India for the purpose of preparation of Bank Guarantee and RTGS only

**Name of Beneficiary: Life Insurance Corporation of India**

**Bank Name : Union Bank of India**

**A/c No. 510101006081893 IFSC: UBIN0902217 MICR Code: 400026216**

**Branch Address: Unit 4C, Grd. Floor, Mittal Court Premises, Opp. To Vidhan Bhavan, Nariman Point, Mumbai -400 021**

d. Technical Specification for Solar Power Plant.

e. NOTE: The work is Supply, Installation & Commissioning and Reckoned under work contract. In view of this MSME / NSIC Certificates will not be considered for waiver of EMD/SD (Security Deposit) Separate DD's for EMD shall be submitted. Hence all participating agencies should submit EMD's as stipulated by us in the form of DD's for stipulated amounts payable at Mumbai. If any agency fails to submit the EMD's along with the tender, the tender shall be treated as Non-Bonafide.

(3) **BID III: FINANCIAL BID** consisting of documents and schedule of quantities. The Tenderer shall download the documents, fill in their relevant information, sign & stamp and upload in the portal. The item rate in words and figure shall be quoted in the template provided. No other document,

conditions shall be uploaded along with documents of FINANCIAL BID.

**Note :** (a) any agency applied and fulfilling the selection criteria may not be considered for enlistment if unsatisfactory performance report/s is/are received for the Completed projects from their previous Employer.

(b) The Chief Engineer reserve the right not to open financial bid of Tender of any/all the Applicants a this soled is creation without assigning any reason what so ever.

(c) Only for pre-qualification criteria of minimum value of similar nature of work done in 7 years period will be considered; for all other purpose preceding 3years period only will be considered.

Date:

**CHIEFENGINEER**

**E-Tendering**  
**Programme System**  
**Tender No.**

1. Online bids are hereby invited for the works mentioned below through online e-Tendering System portal <http://www.tenderwizard.com/LIC> from the intended contractors.

**E-TENDER FOR SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 100 KWp (50KWp + 50KWp) GRID INTERACTIVE ROOF TOP SOLAR PLANT AT "YOGAKSHEMA BUILDING " MUMBAI.**

Sr. No.	Name of Work	Estimated cost	Earnest Money Deposit(EMD)	Tender Document Fee (Inclusive of GST18%)
1.	As mentioned above For 1work x 100KWp (50KWp+ 50KWp)= 100kwp	Rs.48.00 lakhs.	Rs. 24000.00	Rs.590.00

2. Possession of Digital Signature Certificate (DSC) and registration of the contractors on the portal i.e. <http://www.tenderwizard.com/LIC> is a pre requisite for e-Tendering.
3. Last Dates of various activities by bidder: As per the key dates mentioned below. For Registration and for further details on e-tendering, please visit website above mentioned portal (website) or below mentioned Helpdesk details. **Office Address :Antras Systems limited e-Tender helpdesk #24, Sudha Complex, 03rd Stage, 04th Block, Basaveshwaranagara, Bangalore - 560079, Help Desk Contact Details: Tel: 080-40482000/121/133/140 Mobile: 9686115304/9686115323E-mail:[lokesh.hr@antaressystes.com](mailto:lokesh.hr@antaressystes.com)  
[raghuprashanth@antaressystems.com](mailto:raghuprashanth@antaressystems.com)**

**KEY DATES:**

Sr. No.	Department Stage	Start Date and Time	Expiry Date and Time
1	Uploading of Tender document	18.11.2022 10.30 Hrs	18.11.2022 17:30 Hrs
2	Downloading of Tender Document	18.11.2022 17.31 Hrs	30.11.2022 15:00 Hrs
3	Prebid Meeting	24.11.2022 at 11;30 Hrs	
4	Deposit of Tender fee & EMD.		
a	In case of Demand draft ( in sealed envelope)	21.11.2022 10.00 Hrs	30.11.2022 15:00 Hrs
b	In case of NEFT payment	18.11.2022 17:31 Hrs	29.11.2022 23:59 Hrs
5	Online submission of tender	18.11.2022 17:31 Hrs	30.11.2022 15:00 Hrs
6	Opening of EMD envelope and opening of Technical Bid	30.11.2022 15:30 Hrs	

**NOTE: The date of opening of BID III (Financial BID) shall be intimated at a later date to contractors, who fulfill the selection criteria,**

Engineering Dept, Western Zonal Office, Yogakshema, West Wing 1 st Floor, Jeevan Bima Marg, Mumbai-400021, Tel- 022-66598254, 66598251 Email:wz\_engg@licindia.com

## **INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDERS**

1. Address to which the BID No. II i.e. EMD and Tender Fee in as sealed envelope marked BID No. II is to be submitted:  
**The Chief Engineer,**  
Life Insurance Corporation of India,  
Western Zonal Office, 1st Floor, West Wing,  
Yogakshema, Jeevan Bima Marg  
Mumbai-400 021.
2. Last date for receipt of tenders - As per Key Dates.. .
3. Tenderer should ensure that the tender is received before the due date and time specified in the Key Dates of online tender.
4. Tenderer should fill in all the relevant information in prescribed templates/forms and put his Digital signature on the relevant places as required in thee – tendering System.
5. The schedule of Quantities should be filled in as per the format given in the online - Tender.
6. Tenderer should note that they have to quote **ITEM RATES ONLY** in the column provided in excel sheet uploaded.
7. Neither liability what so ever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing/duplicate uploaded documents.
8. Performa of Articles of Agreement should not be filled in by the tenderer. While the contract shall be deemed to have come into existence on issue of letter of acceptance to the successful tenderer, formal agreement Shall be signed thereafter with the successful tenderer on non-judicial stamp paper of requisite value as per the proforma of Articles of Agreement. This clause is applicable to contracts of completion period exceeding six months.
  - a) 9. Earnest Money will be accepted only in the form of Demand Draft/Pay Order/Banker's Cheque of any Nationalized Bank/Approved Scheduled Bank drawn in favour of "LIFE INSURANCE CORPORATION OF INDIA" payable at Mumbai OR 50 % of the EMD in the form of Bank Guarantee and 50 % in the form of **CROSSED DEMAND DRAFT/ Pay Order/ Banker's Cheque** of any of the Nationalized Banks / Approved Scheduled Banks drawn in favour of the "LIFE INSURANCE CORPORATION OF INDIA" payable at "Mumbai" only, and not in favour of any other Authority or location. Any tender, which is not accompanied by Earnest Money Deposit, shall be summarily rejected. No interest will be paid for the period during which the earnest money lies in deposit with the Employer. The Earnest Money Deposit as above can be remitted through **RTGS payment** along with necessary UTR reference and Bank details should be submitted **/uploaded and the same shall be informed to us by mail.**

Bank Details of LIC of India for the purpose of preparation of Bank Guarantee and RTGS only



**Name of Beneficiary: Life Insurance Corporation of India**

**Bank Name : Union Bank of India**

**A/c No. 510101006081893 IFSC: UBIN0902217 MICR Code: 400026216**

**Branch Address: Unit 4C, Grd. Floor, Mittal Court Premises, Opp. To Vidhan Bhavan, Nariman Point, Mumbai -400 021**

10. The tender shall be accompanied by a certified true copy of Power of Attorney in favour of the signatory to the tender documents. If the tender is submitted on behalf of a firm, it must be signed either by all partners or person holding a valid power of attorney from all partners constituting the firm. The person signing the tender on behalf of another partner(s) or on behalf of a firm on Company shall attach with the Tender a proper Power of Attorney duly executed in his favour by such other person(s) or by all the partners in accordance with the Constitution of the Company / Articles of Association, stating that he has the authority to sign on behalf of such other person(s) of the firm or the Company as the case may be, in all matters pertaining to the contract including the Arbitration Clause. The tenderers can submit the scan copy of the same on the online portal.
11. Contractors are warned that Cash, or Encashable Cheque, or Bank or Insurance Guarantee, or Fixed Deposit receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted
12. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Chief Engineer
13. Tenderer should note that tender should remain open for consideration for a minimum period of **SIX MONTHS** from the date fixed for the receipt of tenders.
14. The Life Insurance Corporation of India reserves the right to accept any tender or to accept tenders in part; to reject any or all tenders without assigning reasons there of.
15. Contractors should fill in their “**item rate in the SCHEDULE OF QUANTITIES or prescribed form provided on online portal in both FIGURES and WORDS.** Tenders containing the item rate only in figures are liable to be considered non-bonafide at the discretion of the Chief Engineer and entail forfeiture of Earnest Money Deposit.
16. If on check there are differences between the rates given by the contractor in words and figures or in the amount worked out or rate/amount quoted by him, the following shall be considered:
  - a. When there is a difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the contractor, shall be taken as correct.
  - b. When the amount of an item is not worked out by the contractor or it does not correspond with the rate written either in figures or in words, then the rate quoted by the contractor in words shall be taken as correct.
  - c. When the item rate quoted by the contractor in figures and in words tallied but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.

**17. APPLICABILITY OF MSME PROVISION ON WORK CONTRACT:**

**Benefits under Public Procurement Policy for MSME shall not be extended against tenders for “Works Contract”. All Construction / Vendors Associates applied for the work shall have to deposit the requisite Application Money / Earnest Money etc. as per Tender Condition failing to which the tender will be considered as “Non-bonafide” tender.**

**INFORMATION & INSTRUCTIONS TO THE BIDDERS**  
**FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS)**

Special Conditions & instructions for using online Electronic Tendering System (eTS) through portal (website) <http://www.tenderwizard.com/LIC> adopted by Life Insurance Corporation of India (LIC), South Central Zone, Mumbai as given in the subsequent pages will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

- **Registration of the Contractors/Bidders:** All the Bidders intending to participate in the tenders floated online using Electronic Tendering System (ETS) are required to get registered on the eTender Portal (website) <http://www.tenderwizard.com/LIC>

~~Only after the concerned officer of LIC Division approves the Registration / Empanelment of the contractor online, the contractor shall be allowed to participate in the tenders floated by the department using the Electronic Tendering System.~~

After successful Registration on above mentioned portal Bidders will get a User ID and Password to access the website.

- **Viewing of Online Tenders:** The contractors/bidders can view tenders floated on online Electronic Tendering System (ETS) hereinafter referred as “eTendering System” through portal (website) at <http://www.tenderwizard.com/LIC>. They can view the details like Tender Notice, Terms and Conditions, drawing (if any) and any other information. To download through they need to login on to the above portal and can download the tender documents of an eTender.
- **Obtaining a Digital Certificate and its Usage:** On eTendering System the bids should be Encrypted and Signed electronically with a Digital Signature Certificate (DSC) to establish the identity of the bidder on online Portal. The Digital Signature Certificate (DSC) has two keys i.e. Public Key and Private Key. The Public Key is used to Encrypt (code) the data and Private Key is used to decrypt (decode) the data. The Encryption means conversion of normal text into coded language whereas decryption means conversion of coded language into normal text. These Digital Signature Certificates (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), Government of India.
- The contractors may obtain Class III digital certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of digital certificate from our Service Provider for Electronic Tendering System (ETS):

M/S .Antares systems limited  
E-Tender helpdesk  
#24, Sudha Complex,  
03rd Stage, 04th Block,  
Basaveshwaranagara,  
Bangalore - 560079,

Help Desk Contact Details:

Tel: 080-40482000/121/133/140

Mobile: 9686115304/9686115323

E-mail: [lokesh.hr@antaressystes.com](mailto:lokesh.hr@antaressystes.com)  
[raghuprashanth@antaressystems.com](mailto:raghuprashanth@antaressystems.com)

- The Bid (Online Offer) for a particular eTender may be submitted only using the Digital Signature Certificate (DSC), which is used to Encrypt (codified) the data and sign the Hash (Impression of your data) during the stage of Bid Preparation and Hash submission. In case, during the process of a particular eTender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody.
- The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the eTendering Portal (website) through <http://www.tenderwizard.com/LIC>.
- **Submission of Earnest Money Deposit:**

- b) Earnest Money will be accepted only in the form of Demand Draft/Pay Order/Banker's Cheque of any Nationalized Bank/Approved Scheduled Bank drawn in favour of "LIFE INSURANCE CORPORATION OF INDIA" payable at Mumbai OR 50 % of the EMD in the form of Bank Guarantee and 50 % in the form of CROSSED DEMAND DRAFT/ Pay Order/ Banker's Cheque of any of the Nationalised Banks / Approved Scheduled Banks drawn in favour of the "LIFE INSURANCE CORPORATION OF INDIA" payable at "Mumbai" only, and not in favour of any other Authority or location. Refund of Earnest Money Deposit to the unsuccessful bidders will be made through RTGS/NEFT. The Earnest Money Deposit as above can be remitted through **RTGS payment** along with necessary UTR reference and Bank details should be submitted / **uploaded and the same shall be informed to us by mail**

Bank Details of LIC of India for the purpose of preparation of Bank Guarantee and RTGS only

**Name of Beneficiary: Life Insurance Corporation of India**

**Bank Name : Union Bank of India**

**A/c No. 510101006081893 IFSC: UBIN0902217 MICR Code: 400026216**

**Branch Address: Unit 4C, Grd. Floor, Mittal Court Premises, Opp. To Vidhan Bhavan, Nariman Point, Mumbai -400 021**

A scanned copy of DD/UTR reference for the RTGS payment against EMD should be uploaded mandatory while Bid Preparation stage (as per the Key Dates mentioned in eTender and Tender document) and **original D.D./BG should be submitted to The Chief Engineer, Life Insurance Corporation of India, Western Zonal Office, 1st Floor, West Wing, Yogakshema, Jeevan Bima Marg Mumbai-400 021. in the sealed envelope ( BID II ) on or before the due date mentioned** in Key Dates of e-Tender, otherwise your **BID I & II will**

not be opened.

- **Submission of Tender Document Fees:**

- The Contractors have to submit a Demand Draft of requisite amount as mentioned in the particular e-Tender against the Tender Document Cost any Nationalised Bank/Approved Scheduled Bank drawn in favour of “**LIFE INSURANCE CORPORATION OF INDIA**” and not in the favour of any other Authority or Location.
- The scanned copy of the Demand Draft against Tender Document Fees should be uploaded mandatory during “Bid Submission” stage (as per the due date mentioned in Key Dates of eTender and original DD should be submitted to the Chief Engineer, Western Zonal Office, Life Insurance Corporation of India, 1<sup>st</sup> Floor, West Wing, Yogakshema, Jeevan Bima Marg, Mumbai - 400 021 in the sealed envelope on or before the due date mentioned in Key Dates of respective eTender, otherwise your Tender will not be opened.
- If the tenders are cancelled or recalled on any grounds, the tender document fees will not be refunded to the agency.

- **Tender Download:**

- The Eligible Bidders can download the Tender Document online from above eTendering Portal <http://www.tenderwizard.com/LIC> before the Tender closing date & time mentioned in the eTender floated.

- **Submission of Bid Hash of online bids:**

- The bidders are required to prepare their bids on online eTendering Portal as mentioned above. During bid preparation the bidders have to send their Public Key of DSC hence they are advised to procure DSCs at earliest to participate in the eTender. They are required to upload the scan copies of Demand Draft for Tender Document Fees and Earnest Money Deposit. Also bidders are required scan and upload any other documents related to their credentials and submit wherever asked online. The bidders have to prepare their commercial bid online during in this stage only and seal (Encrypt) and digital sign the online bid with their Digital Signature Certificates. The Bidders should take note of any corrigendum being issued on the web portal on a regular basis. They should view and note down or take a printout the Bid Hash submitted and ensure that it matches during “Re-Encryption of Bids” stage. The bidders will not be able to change their technical details and offer (rates) after expiry of due date and time on online portal.
- **Generation of Super Hash:** After the time of submission of Bid Seal (Hash) by the Contractors/Bidders has lapsed, the bid round will be closed and a "Digitally signed tender Super-Hash" will be generated by concerned LIC Department official. This is equivalent to sealing the tender box.
- **Re-Encryption of Bids:** Once the Generation of Super Hash stage is completed the Contractors/bidders have to decrypt their bids as they are in encrypted mode by their DSC and re-encrypt with Department user's Public Key which will be included in the eTender. During this process they need use their DSC for decryption of Bids and signing of Bid Hash once again for security. The

electronic bids of only those Contractors/bidders who have submitted their bid seals (hashes) within the stipulated time, as per the tender time schedule (Key Dates), will be accepted by the system. A Contractor who does not submit his bid seal (hash) within the stipulated time will not be allowed to submit his bid (Re-Encryption). This stage could be considered as transfer of control to LIC Department user.

- Pre-bid discussion with all applicants on key dates.
- **Opening of Tender (Electronic offers):** (a) EMD Bid & Pre-qualification Bid shall be opened on key dates. (b) The date of opening of Price/Financial Bid shall be intimated to the Eligible Bidders.

## **TENDER EVALUATION PROCEDURE**

Tenders are invited in Three Bid tendering system.

**1. BID I (Pre-qualifying):** This bid will be online filled in enrolment form with credentials of contractors including copy of DD/Pay Order/Banker's Cheque/BG of EMD of Rs. **24000/-** "Pre-qualification" will be selection of contractors on the basis of minimum bank solvency, Annual turnover & Value of work done of similar nature as mentioned in the selection Criteria. All the necessary required papers i.e. self attested copies of annual turnover (certified by Chartered Accountant), Bank solvency (**issued latest or within three months prior to date of this tender notice**), copy of work/ works executed, Completion Certificates. All required scanned documents duly self attested only to be uploaded online.

**2 BID II (Technical & E.M.D. Bid) :** **Earnest Money Deposit of Rs. 24000.00** in the form of Demand Draft/Pay Order/Banker's Cheque/UTR NO. in favour of "Life Insurance Corporation of India" payable at Mumbai. OR 50% amount i.e. **Rs 12000.00** in the form of Bank Guarantee of any Nationalised/Scheduled Bank & another 50% amount i.e. **Rs 12000.00** in the form of Demand Draft/Pay Order/Banker's Cheque drawn in favour of "Life Insurance Corporation of India" payable at Mumbai. On the due date of opening of Pre-qualification Bid, the BID II will be opened first and the Pre-qualification Bid (BID No.I) of contractors whose Tender Fee and EMD found in order shall be opened online.

**3 BID III (Financial Bid) :** The Price Bid consists of letter to contractor, letter from contractor, Appendix to Condition of Contract, Schedule of Quantities etc . The agency shall fill **item** rates both in words and figures. **The agency shall note that no condition shall be mentioned in the Price Bid. The conditional Tender is liable to be rejected.**

**Date of opening of FINANCIAL BID** will be conveyed to the agencies who qualify in BID I & II. The **item** rates quoted in Tender shall remain valid for **6 months** from the last date of submission of Tender.

### **Note:**

- 1. The EMD of the contractors who do not qualify in Prequalification Bid will be released without opening financial bid.**



## **INSTRUCTIONS FOR FILLING AND SUBMISSION OF PRE-QUALIFICATION BID**

The Enrolment Form along with the Annexure A1, A2 and B to G shall be completely filled in all respect along with these instructions for filling and uploading of Enrolment Form.

1. Contractors to note that all particulars required as per the form and Annexures shall be filled in completely in relevant strictly as per the format.
2. The forms not submitted strictly as per the above instructions within stipulated period are liable to be rejected,
3. The Pre-qualifying Bid of thee eligible agencies, which fulfill the selection criteria, shall be evaluated. Please note that no enquiries or correspondence regarding the selection for issue of tender shall be entertained.
4. Latest Solvency Certificate from any Nationalized/Scheduled Bank of an amount of Rs. 19.20 Lakhs. As mentioned in the pre-qualification tender notice should be uploaded submitted along with BID DOCUMENT NO.I.
5. The Contractors are advised to follow the instructions given below:

Enrolment Form shall be filled online in thee-tendering portal in capital letters or and typed.

- (a) Full address of the site of work, owner or authority under whom the works have been carried out should be given (Please refer Annexure **D & E**).
  - (b) The Tenderer should ensure to submit the satisfactory Completion Certificate giving the value of work, year of completion and it should also tally with the value of final bill in **Annexure D**.
  - (c) The annual turnover should be based on latest Income Tax Clearance Certificate duly cleared by Income Tax Department or audited balance sheet, copy of which should been closed.
  - (d) Copy of Agreement in case of works carried out for private agencies should been closed.
  - (e)
6. All the documents uploaded are to be self attested by the authorized signatory.
  7. Please note that the submission of PQ BID does not confer any right to claim for selection for Further tendering process.
  8. Chief Engineer reserves the right to reject the PQ BID of the applicant without assigning any reason what so ever.

Encl: Enrolment Form with Annexure A1, A2 and B to **G**



**FORM FOR PRE-QUALIFICATION BID**

I/We \_\_\_\_\_ am/are desirous of submitting Pre-Qualification bid for \_\_\_\_\_ and hereby apply for the same. I/We give the following details for your consideration.

Sl. no	QUERY		ANSWER
1	Name of the firm		:
	Proprietary/Corporate		
2	Address	OFFICE	
		RESIDENTIAL	
3	i) What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.		
	ii) <u>Upload</u> copy of partnership deed, Articles of Association or Affidavit in case of sole proprietor ship as per <b>Annexure A-1</b> .		

	iii) Fill-in enclosed <b>Annexure A-2.</b>			
	PAN No			
	TIN No.			
	VAT Registration No.			
	GST Registration No.			
5.	Registration with EPF and Details			
	Registration as per Labour Act and Details			
6	Contact Details	Office Phone No.		
		Residence Phone No.		
		Mobile No.		
		Fax No.		
		e-mail		
7	Month and year in which the firm was established in present name			

8	Particulars of old firm (if present firm is new) if main partners of the present firm were working as SITC of Solar Power Plant contractors, in some other name in the past (The partnership deed of old firm be uploaded)		
9	Particulars of sister Solar firms, if any:		
10	Fill and enclose <b>Annexure B</b> giving details of Enrolment with LIC of India in the past and with other organizations		
11	Has the applicant or his partners or Directors been black listed in the past by any Central or State Govt. Deptt. /Organization		
12	i) Annual Turn Over for last three years(upload the self attested Statement of Accounts of last two consecutive years duly certified by Chartered Accountant with Registration Number Details of works and Annual Turn Over are to be filled up in Annexure-G. The Bank Statement for last 12 months shall be uploaded.		YEAR
			Rs. in Lakh
		i	2019-20
		ii	2020-21
		iii	2021-22

Engineering Dept, Western Zonal Office, Yogakshema, West Wing 1 st Floor, Jeevan Bima Marg, Mumbai-400021, Tel- 022-66598254, 66598251 Email:wz\_engg@licindia.com

CONTRACTOR

CHIEF ENGINEER Page 19

	ii)What evidence of proof is uploaded to support the amounts of yearly turnover		
	iii)Upload latest income tax clearance Certificate		Certificate of chartered accountant uploaded for Assessment year

13	i) Name and complete postal address of bankers and statement of accounts of last 3 consecutive years duly certified by Chartered Accountant with registration number etc.		
	ii) NEFT and Bank Account Details (Upload blank cancelled cheque for NEFT details.)		Name of Bank:
			Account No.
			IFSC Code:
iii) Upload solvency certificate indicating amount <b>(The certificate should not be more than 3 months old).</b>			
iv) Bank Guarantee limit with Various banks			i) Rs. _____ Lac with _____
			ii) Rs. _____ Lac with _____
			iii) Rs. _____ Lac with _____
		TOTAL	
14	i) Upload list of immovable properties with complete postal addresses, full description & reasonable market value of property duly supported by certificate of DM/Collector/		

	First Class Magistrate/approved valuer.		
	ii)Whose supporting certificate is enclosed		Rs. _____ of _____ Date _____
15	i) Particulars of movable properties along with Banker's reference		
	Value of tools & plants		Rs.
	Other Assets		Rs.
	Total		Rs.
	ii) Whose reference is uploaded?		
16	Fill in and upload list of tools & plants as per <b>Annexure-C</b> enclosed.		
17	Fill in & upload <b>Annexure-D</b> giving full particulars about major works completed during past two years  <b>NOTE: List of only those works which are carried out by firm requesting for enrolment is to be given. Work completion certificate for qualified projects must be uploaded with address &amp; contact numbers of issuing authority</b>		
18	Work in Progress:		

	i) Whether full details of major work on hand given in <b>Annexure 'E' Note: The details must be self attested.</b>		
	ii) Are copies of work orders for such large works uploaded		
19	Whether full information regarding permanent technical staff employed given in <b>Annexure' F'</b>		
20	Upload the copies of the certificate of electrical inspector for the executed SolarPowerPlant.		
21	i) How do you normally get work of <b>electrical installations</b> carried out		
	ii) Who is the license holder & what is his experience		
22	Upload Bidding Capacity details as per prequalification notice.  For "A" submit Chattered Accountant certificate (The certificate shall mention the registration number chattered accountant). The details of "B" shall be notarized.		
23	Any <b>other information</b> the applicant might like to give		

**DECLARATION**

I/We agree to notify the officer accepting this application for Pre-Qualification of Life Insurance Corporation of India, of any changes in the foregoing particulars as and when they occur and to verify and confirm.

I/We understand and agree that the appropriate Authority of Life Insurance Corporation of India has the right as he may decide, not to open Financial Bid tender in any particular case and also to suspend, remove or blacklist my/our name from Life Insurance Corporation of India list of contractors in the event of my/our furnishing false particulars in the pre-qualification bid form or submitting non-bonafide tenders or for technical or other delinquency in regard to which the decision of appropriate Authority of Life Insurance Corporation of India shall be final and conclusive.

I/We certify that the particulars furnished in the Pre qualification bid forms are correct and that should it be found that I/We have given a false certificate or that if I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the Life Insurance Corporation of India may disqualify my/our name from the opening Financial bid.

PLACE:

DATE:

SIGNATURE OF BIDDER



**AFFIDAVIT**

(On Non Judicial Stamp paper of Rs. \* \_\_\_\_\_/- in case the individual who is the sole proprietor of the firm)

I ..... s/o  
..... age ..... years, occupation business r/o  
..... do hereby state on oath as under:

That I am residing in ..... locality of District  
..... since last ..... years.

That I am the sole proprietor of a proprietary concern name and style as  
“.....” having it’s office at ..... District  
..... dealing in business of Government, civil contracts and ancillary works attached  
therefore.

Hence this affidavit.

Deponent \_\_\_\_\_

Note: **This Affidavit should be notarized.**

**LIFE INSURANCE CORPORATION OF INDIA  
CONSTITUTION OF FIRM-SOLE PROPRIETOR  
SHIP/PARTNERSHIP/LTD.CO./OTHER**

**DETAILS OF CONSTITUTENTS**

Sr. No.	Name of sole partner Or Director/other High Officials	Age	Share	Technical Experience			Whether power of attorney
				Year to Year	As Employee	As contractor	
1	2	3	4	5	6	7	8

SIGNATURE OF BIDDER

**LIFE INSURANCE CORPORATION OF INDIA  
CONSTITUTION OF FIRM – SOLE PROPRIETORSHIP/PARTNERSHIP/LTD.CO./OTHER**

Name of works for Which enrolled by L.I.C. in the past	1)	
	2)	
	3)	
	4)	
Sr. Nos. for which tenders were submitted:		
Sr. Nos. for which work-order was received:		

**II. ENROLMENT WITH OTHER ORGANISATIONS:**

Sr. No.	Name & Address of Authority with whom you are enrolled	FIRST TIME ENROLMENT		LAST RENEWAL OR ENROLMENT			
		Year to year	Is copy of letter enclosed	Year to year	Class or Category	Limit (Rs. In Lac)	Is copy of letter enclosed.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

SIGNATURE OF BIDDER

**ANNEXURE- C**

**LIFE INSURANCE CORPORATION OF INDIA PARTICULARS OF SOLAR  
POWER PLANT TOOLS**

<b>Sr. No.</b>	<b>Item</b>	<b>Specificatio n</b>	<b>Quantity</b>	<b>Estimated Value</b>	<b>Remark s</b>
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**SIGNATURE OF BIDDER**

---

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CONTRACTOR

CHIEF ENGINEER Page 28



# LIFE INSURANCE CORPORATION OF INDIA

ENGINEERING DEPARTMENT

WESTERN ZONAL OFFICE.

ANNEXURE- D

LIFE INSURANCE CORPORATION OF INDIA

## LIST OF MAJOR WORKS COMPLETED DURING LAST SEVEN YEARS FROM THE DATE OF NOTICE

Sr. No.	Name and Complete Postal Address of			Order			Value of work as per final bill (Rs. in Lac)	Commencement of work month Year	Completion of work month Year	Penalty levied for delay of completion, if any
	Site of Work & Nature of Work	Owner	Authority under whom work was carried out	Ref. No. & Date	Contract Amount (Rs. In Lac)	Is copy enclosed				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

SIGNATURE OF BIDDER

CONTRACTOR

29

CHIEF ENGINEER



# LIFE INSURANCE CORPORATION OF INDIA

ENGINEERING DEPARTMENT

WESTERN ZONAL OFFICE.

ANNEXURE-E

## LIFE INSURANCE CORPORATION OF INDIA LIST OF WORK IN HAND

Sr.	Name and Complete Postal Address of			Order			Date of commencement of work	Scheduled date of completion of work	Progress made and expected date of Completion and
	Site of Work & Nature of Work	Owner	Authority under whom work was Carried out	Ref. No. & Date	Amount (Rs. in Lac)	Is copy enclosed			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

SIGNATURE OF BIDDER

CONTRACTOR

30

CHIEF ENGINEER



# LIFE INSURANCE CORPORATION OF INDIA

ENGINEERING DEPARTMENT

WESTERN ZONAL OFFICE.

ANNEXURE-F

## PARTICULARS OF PERMANENT TECHNICAL STAFF

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Age</b>	<b>Academic Qualification</b>	<b>Service with the Firm</b>	<b>Details of Experience Year to Year</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>	<b>(7)</b>

**SIGNATURE OF THE BIDDER**



# LIFE INSURANCE CORPORATION OF INDIA

ENGINEERING DEPARTMENT  
WESTERN ZONAL OFFICE.

ANNEXURE-'G1'

Name of contractor:

A. Completed Works of similar nature in last seven years.

Period considered from

01.04.2014

S. N	Name of work	Contract value	Actual value	D.O.S	D.O.C	Period in months	2014-15	2015-16	2016-17	2017-18	2019-20	2020-21	2021-22	Remarks

CONTRACTOR

36

CHIEF ENGINEER





# LIFE INSURANCE CORPORATION OF INDIA

ENGINEERING DEPARTMENT

WESTERN ZONAL OFFICE.

**B. In hand works of similar nature.**

S. N	Name of work	Contract value	Actual value	D.O.S	D.O.C	Period in months							2021-22	Balance work to be completed till March 2022.

CONTRACTOR

37

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# LIFE INSURANCE CORPORATION OF INDIA

ENGINEERING DEPARTMENT  
WESTERN ZONAL OFFICE.

Name of contractor:

ANNEXURE- 'G 2'

A.Completed Works of similar nature. Period considered from 01.04.2019

S.No	Name of work	Annual Turn Over						Remarks
			2019-20	2020-21	2021-22			

SIGNATURE OF BIDDER

CONTRACTOR

38

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# LIFE INSURANCE CORPORATION OF INDIA

ENGINEERING DEPARTMENT

WESTERN ZONAL OFFICE.

Name of contractor:

ANNEXURE-H

## PRE-QUALIFICATION BID CHECK LIST

Sr. No.	Description of Enclosure	Refer Item of form	Uploaded YES/NO
1.	Partnership deed/ Articles of Association/Affidavit( <input type="checkbox"/> <input type="checkbox"/> AnnexureA-1		
2.	Annexure(A-2) as supplied	(Particulars of Partners)	
3.	Annexure-B (as supplied)	(Particulars of enrolment in LIC and other Organization)	
4.	Proof of Turnover		
5.	Latest I.T.C.C.		
6.	Solvency Certificate		
7.	Certificate of Bank Guarantee		
8.	Immovable Property Certificate		
9.	Movable Property reference		
10.	<input type="checkbox"/> Annexure 'C'(as supplied)	(Particulars of SPV plant tools/plant)	
11.	<input type="checkbox"/> Annexure 'D'(as supplied)	(List of major works completed during last 2 years)	
12.	<input type="checkbox"/> Annexure 'E'(as supplied)	(List of work in hand)	
13.	<input type="checkbox"/> Copies of work orders		
14.	<input type="checkbox"/> Annexure 'F'(as supplied)	(Particulars of permanent technical staff)	
15.	<input type="checkbox"/> Annexure 'G'(1& 2)	Particulars for Bidding Capacity	

**SIGNATURE OF BIDDER**