

## **Appendix–I**

### **Section-III**

#### **Qualification Criteria & Evaluation Procedure**

##### **1.0 GENERAL:**

All information requested for in the down loaded forms should be furnished against the respective columns in the forms in electronic formats. If information is nil it should also be mentioned as nil or no such case. If any particular query is not applicable in case of the applicant, it should be stated as not applicable. However, the tender/ Bidders are cautioned that not giving complete information called for in the tender Documents in the form required or not giving it in clear terms or making any charge in the prescribed forms may result in the Bidder being summarily disqualified.

- 1.1 The tender's/ Bidder's name shall appear on each page of the prescribed Performa.
- 1.2 Reference, Information and certificates from the respective clients certifying suitability, technical know-how or capability of the Bidder shall be signed by that client, in full with his name underneath in block letter and designation in that organization.
- 1.3 No further information will be entertained after submission of Tender Document unless it is called for by the GNFC.
- 1.4 Any effort by a Bidder/Bidder to influence the GNFC in the process of examination. Clarification, evaluation of Tender and in decision concerning qualification, may result in disqualifying the Bidder.
- 1.5 The successful per-qualification made in the case of any Bidder for any other work of GNFC will not be considered valid for the present work.
- 1.6 The time for completion of the work 10(Ten) months from the date of 'Letter of Intent'.
- 1.7 The intending Bidder shall get himself registered with [www.nprocure.com](http://www.nprocure.com) for obtaining his unique identification number and digital signature required for participating in the bid.
- 1.8 The bids received under this single stage, two envelope procedure, shall be assessed and evaluated based on the qualification criteria and evaluation procedure prescribed hereunder.

##### **2.0 LIST OF ACCOMPANIMENT:**

Bidder shall include following accompaniment to tender documents while submission.

- 2.1 Letter of transmittal (Scanned Copy)

2.2 Power of attorney: A power of attorney on Non Judicial stamp paper of appropriate value duly notarised by a notary public, if power is delegated for signing the bid to other persons by applicant. (Scanned Copy)

2.3 Certificate of registration:

A Certificate of registration as approved contractor of concerned State Government/ Railway/CPWD/ Government bodies. The applicant(s) who are registered with other Government (State / Central), Board, Corporation, and Government Undertaking / Organizations of state & central government including all Public Sector Units shall submit proof of application made for registration for “E2” class in Gujarat State (Scanned copy).

2.4 Supporting document:

Every blank (Fields) in the tender documents (Forms, Schedules, etc.) must be filled by the Bidder and submitted online. Tender forms which are not completed will not be accepted online use of dash (-) is not permitted. Please write “Not applicable” or “Nil” as and where required by Bidder.

SL. NO.	FORM NO.	DESCRIPTION OF PERFORMA
1.	Form-0	Letter of transmittals
2.	-	Performa for “Letter for submission of tender”.
3.	Form-1	Details of organization structure of the bidder
4.	Form : 2	Details of Personnel
5.	Form : 3	Details of Machinery Equipments and work Plan
6.	Form : 4	Information relating to Financial Criteria
7.	Form-5	Financial data
8.	Form-6	List of works already completed by the Bidder
9.	Form-7	Details of works on hand with Bidder
10.	Form-8	Details of experience of completed work ( similar nature)

SL. NO.	FORM NO.	DESCRIPTION OF PERFORMA
11.	Form-9	Additional Information and Litigation History / Debarment / Blacklisting
12.	Form-10	Information for tenders submitted but not awarded
13.	Form-11	Certificate for experience of work
14.	Form-12	Joint Venture data - <b>Not Applicable</b>
15.	Form-13	Personnel/ staff proposed for the project
16.	Form-14	Curriculum Vitae of Project Manager and all key Technical Staff
17.	Form-15	Proposed site organization and Management
18.	Form-16	Details of experience for physical qualification criteria
19.	Form-17	Approach & Methodology with conceptual design & supporting calculations of the system.
20.	Form-18	Form-H (Declaration)
21.	Form-19	Performa for Bank Guarantee (EMD)
22.	Form-20	Work wise details of work completed/ in progress by the contractor.
23.	Form-21	Performa for Performance guarantee
24.	Form-22	Performa for Joint Venture Agreement - <b>Not Applicable</b>
25.	Form-23	DELETED

### 3.0 ELIGIBILITY FOR QUALIFICATION:

- 3.1 The Bidder in the same name and style shall be a well-established Civil Engineering contractor with at least 5(Five) years experienced engineer and capability for handling construction of all types of Civil/Mechanical/Electrical Engineering works.
- 3.2 The Bidder in the same name and style must give evidence of having adequate experience in mobilizing equipment and personnel for large value contracts and in the deployment of heavy construction equipment for the type of work described earlier.

3.3 The Bidder must have adequate staff and equipment for carrying out work in accordance with time schedule.

3.4 The Bidders/Bidder must have a Project Manager with not less than 5 (Five) years experience in managing construction in the field of Civil Engineering works, similar works, as mentioned in Clause 3.1

**Note:** If sufficient staff does not exist at the time of bidding, an undertaking for employing the necessary staff shall be submitted by the Bidder.

3.5. The Bidder must provide evidence of having adequate experience. The Bidder should upload the digitally signed scanned copies to supporting certificate, reports relating to physical, financial, technical, machinery and other capability of the applicants in their original language along with certified translation of all relevant portions of the certificate/reports in English duly attached with their Digital Signature. The applicant should upload the financial capabilities in Rupees only.

3.6 The Bidders are required to upload digitally signed scanned copies along with their applications certificates obtained from the concerned authorities/ employers towards proof.

3.7 **Qualification of the bidder:**

To be qualified for award of Contract, bidders shall:

- (a) Submit a written power of attorney authorizing the signatory of the bid to commit the bidder;
- (b) Submit Qualification requirements specifying financial capacity, technical capacity, minimum acceptable levels with regards to Bidder's experience in relevant projects and other relevant factors such as work in hand, future commitments and litigation history as given and described in the **Appendix-I, Section- II** to Instruction to Bidders.
- (c) Submit proposals regarding work methods, scheduling and resourcing which shall be, provided in sufficient detail to confirm the bidders' capability to complete the works in accordance with the specifications and the time for completion.
- (d) Deleted

3.8 **If the bidder is joint venture- Not Applicable– Deleted**

3.9 **Deleted**

3.10 **Deleted**

4.0 **MINIMUM QUALIFYING CRITERIA:**

To qualify, each bidder in the same name and style should have achieved the following performances:

4.1 **FINANCIAL CRITERIA**

4.1.1. **TURNOVER**

Bidder must have achieved minimum annual financial turnover **(at 2016-2017 Price level)** from contract receipt of works (in all classes of Civil Engineering construction works only) of **Rs. 25.0 LAKHS** any three financial years out of last Seven (7) financial years i.e. from 2009-2010 to 2015-2016.

**Note :**

The details pertaining to turnover for the year 2009-2010 to 2015-2016 shall be certified by Chartered Accountant on his own letter head and duly attested. Turnover of financial year 2015-2016 shall be considered subject to submission of provisional/audited certificate from chartered accountant by the Bidder.

4.1.2. **SIMILAR NATURE OF SINGLE WORK**

The bidder must have completed similar nature of work i.e. AR Tiling work within last seven years i.e. from 2009-2010 to 2015-2016 and up to one month prior to last date of submission of bid, of value not less than:

One contract of 80% tender amount i.e **Rs. 9.77 lakhs**

**Or**

Two contracts of 50% tender amount i.e **Rs. 6.11 lakhs** each

**Or**

Three contracts of 40% tender amount i.e **Rs. 4.89 lakhs** each

4.1.3. **AVAILABLE BID CAPACITY:**

The Bidder who fulfils the qualifying criteria mentioned above shall be qualified only if he fulfils the requirement of bidder's capacity. The bidding capacity of any tender/ Bidder is

required to be more than or equal to the estimated cost of the work i.e. **Rs. 12.22 lacs.** The bidder's capacity shall be computed as shown below.

$$\text{Available Bid Capacity} = [(A \times N \times 2) - B]$$

Where :

<b>A</b>	=	Performance of the Bidder for maximum annual turnover for last seven financial year updated at the <b>at 2016-2017 Price level.</b>
<b>B</b>	=	Value of the existing commitments as on date of bid submission for works (complete or partial) to be completed in the next 2 years. The details shall be countersigned by the Executive Engineer or the equivalent officer of the employer on whose behalf the firm is carrying out the works.
<b>N</b>	=	Years prescribed for completion of the work for which bids are invited. (2 Year)

If the Tender has been invited as a Package/Slice Minimum aggregate required Bid Capacity shall be considered and accordingly the Bidder may qualify for less number of Packages/Slices. In case of individual Tenders (not invited in a single Basket) the Bidder may qualify for a particular work (based on his Technical Bid), but at the time of evaluation of Price Bid, if more number of such individual Bids are evaluated simultaneously, aggregate Bid Capacity shall be considered. In such a case, if the Bidder does not have adequate capacity for all the Bids in which his Bid is the lowest responsive Bid, he may be considered for less number of Bids. Decision of the Employer based on the least cost combination as may be the most advantageous to GNFC shall be final and binding to all the Bidders.

**Note :**

- The statement showing the value and details of completed works, existing commitments and ongoing works as well as the stipulated period of completion remaining for each of the work listed should be countersigned by the officer not below the rank of an Engineer-In-Charge.
- The certificate for past performance should be as per prescribed Performa in Form-11.

- c. The Bidders are required to upload latest client's certificates in Form-11 (or in any format with yearly breakup) obtained from the concerned authorities/ employers towards proof of their having executed contracts satisfactorily along with their bids. The quantities involved should be certified by the top executive of the firm in the prescribed Performa in Form 11 (or in any format with yearly breakup) of Volume-I.
- d. Physical and financial performance of any work not supported by client certificate in Form-11 or in any form will not be considered for qualification.
- e. The applicant Bidder must provide by uploading evidence of having adequate experience. The bid should include supporting certificate or report relating to physical, financial, technical and other capability of Bidder in their original language along with certified translation of relevant portion of the certificate/ report in English. The Bidder should furnish the information about financial capability in Rupees only.
- f. Depending upon the actual bid capacity assessed and other qualifying requirements, the applicant will be qualified for the work.
- g. The bidder is required to submit the declaration of his financial liabilities, work on hand/completed projects on Rs. 100/- Non Judicial stamp paper. In case of false statement/ declaration the bidder shall be liable for penal action. Further, the details furnished in the relevant form as per tender should be in line to the declaration by the bidder.

**Note on Financial Criteria :**

This note is applicable to "4.1.Financial Criteria" i.e. Turnover, Similar nature of Work, Available Bid Capacity and for "4.2 Physical Criteria".

Turnover of previous year and cost of completed / executed similar nature of work shall be given additional weight age of ten percent per year to bring them to **at 2016-2017 Price level** to account for price escalation as illustrated below:

Financial Year	Turnover/ Cost of executed work	Effective cost of executed work at previous completed financial year's price level
2009-10	G	$1.77 \times G$

2010-11	F	1.61 x F
2011-12	E	1.46 x E
2012-13	D	1.33 x D
2013-14	C	1.21 x C
2014-15	B	1.10 x B
2015-16	A	1.00 x A

**Note-1:** Financial year means period beginning from the 1<sup>st</sup> April to 31<sup>st</sup> March of the next year.

- Note-2:**
- i) The details pertaining to Turnover for the year 2009-2010 to 2015-2016 shall be certified by Chartered Accountant on his own letter head and duly attested. Turnover of financial year 2015-2016 shall be considered subject to submission of provisional/audited certificate from chartered accountant by the bidder.
  - ii) The cost of material supplied by the Government/ Client shall not be taken into account for experience against Turnover & Similar nature of work

#### 4.0. **PHYSICAL CRITERIA**

The bidder must have successfully carried out similar quantities of work in any one single contract during last seven (7) financial years i.e. 2009-2010 to 2015-2016 and up to one month prior to last date of submission of the bid.

##### 4.2.1. **Deleted:**

- I) The works for which bidder have not entered in to contract agreement will not be considered. Amount of material supplied by client shall not be considered.
- II) The above experience shall be within last seven financial years i.e. 2009-2010 to 2015-2016 and up to one month prior to last date of submission of the bid for which Form -3A/11 must be required.
- III) Experience as sub contractor shall not be considered.
- IV) The experience of works executed in Government (State / Central), Board, Corporation, and Government Undertaking /Organisations of state & central government including all public sector units shall only be considered for evaluation. The experience certificate from the client equivalent to not below the rank of Executive Engineer shall be considered. The experience of sublet works shall not be considered.



- V) All MOU's shall be on a Non Judicial stamp paper of appropriate value duly notarised and signed by respective authorised representatives.
- VI) At the time of last date of submission of bid, the Bidder/ MOU partners contract should not terminated/blacklisted/debarred in any State Govt/ Municipal Corporations/ Central Govt./ Any state Govt Organisation, Urban Local body and/or its undertaking company or its SPV,