

## THE INSTITUTE OF MATHEMATICAL SCIENCES

(An autonomous institution under the Dept. of Atomic Energy, Govt. of India)  
TARAMANI, CHENNAI - 113

### NOTICE INVITING e-TENDER

**e-Tenders** in TWO part are invited on behalf of the Director of Institute by the Registrar, The Institute of Mathematical Sciences, CIT Campus, Taramani, Chennai, Tamilnadu from reputed and experienced Electrical Engineering Contractors with proven technical and financial capabilities, possessing valid “ **EA / ESA / ESB License**” issued by Electrical Licensing Board, Tamilnadu [or] Other State Electrical Inspectorate and who are in the approved list of the appropriate class of Central Public Works Department, State Public Works Department, Railways, Military Engineers Services, City Development Authority / Municipal Corporation of City / any reputed organizations and who have satisfactorily completed (#) Three similar works each costing not less than the amount equal to 40 % of estimated cost put to tender [or] Two similar works each costing not less than the amount equal to 60 % estimated cost put to tender [or] One similar work of aggregate cost not less than the amount equal to 80 % of estimated cost during past seven years ending previous day of last date of submission of tenders.

**Note:** The value of completed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to previous day of last date of submission of tender.

**Tender no : IMSc / ELEC / e-TR-05/2022**

Name of work	<b>Revamping of Electrical system and its associated works in HPC room at IMSc, Chennai-113.</b>
Estimated Cost	<b>Rs. 6,64,311/-</b>
Time of completion	<b>Five (5) Months</b>
Earnest Money Deposit	<b>Rs. 13,286/-</b> (Rupees Thirteen thousand two hundred and eighty six only) shall be in the form of Demand Draft from any of the Scheduled Bank drawn in the name of “ Institute of Mathematical Sciences” payable at Chennai and this scanned copy to be uploaded.
Security Deposit	<b>2.5% of tendered value</b>
Performance Guarantee	<b>3% of tendered value</b>
Tender processing fee	<b>Nil</b>
<i>Date / Period of availability of tender document for view and download</i>	<b>From 07.09.2022 ( 16:00 Hours) to 21.09.2022 (18:00) on website <a href="https://www.eprocure.gov.in/eprocure/app">https://www.eprocure.gov.in/eprocure/app</a>.</b>
<b>Please note that the tender will be available for download between the dates as prescribed above. Agencies interested in participating must register in the web portal and pay the prescribed registration charges as per requirements, should pay tender processing fee , for the prescribed amount all within the dates prescribed above. Only agencies who have registered in the above mentioned web portal can participate in this e-tender. Detailed NIT is also available on website <a href="https://www.imsc.res.in/tenders">https://www.imsc.res.in/tenders</a> for view only.</b>	
Purchase of tender documents in Excel Format for participation in tendering	Login in the Home page of the website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> with your User ID /Password and Class III Digital Signature Certificate.

Last date & Time of pre bid clarification if any, sent by bidder	<b>Upto 14:00 Hours on 13.09.2022 to Mail id : smohan@imsc.res.in. ( Phone no : 044-22543300)</b>
Last date and time of closing of on line submission of tenders	<b>21.09.2022 at 18.00 hrs.</b>
Date and Time of on line opening of Technical Bid	<b>23.09.2022 at 15.30 hrs.</b>
Period of verification of credentials for evaluation.	<b>23.09.2022 to 27.09.2022</b> <b>Note: Original documents substantiating the eligibility criteria all mentioned should be produced at the office of Scientific officer ( Electrical ) , IMSc, Chennai -113 for verification during the above period.</b>
Date of opening of Financial Bid of qualified bidders	<b>Date and time will be notified later</b>

**1 TENDERS NOT ACCOMPANYING THE FOLLOWING ARE LIABLE TO BE SUMMARILY REJECTED. JOINT VENTURES ARE NOT ACCEPTED.**

**1 a** Proof of registration with Government/Semi Government organizations like CPWD, MES, Railways, State PWD etc., in appropriate class OR having experience in execution of similar works. Scanned copy shall be uploaded.

**1 b** Experiences of having successfully completed works during the last seven years ending previous day of last date of submission of tender as follows:

Three similar completed works each costing not less than the amount equal to 40 % of the estimated cost put to tender, [or] Two similar completed works each costing not less than the amount equal to 60 % of the estimated cost put to tender, [or] One similar completed work of costing not less than the amount equal to 80 % of the Estimated cost under a single contract.

**“Similar works”** shall mean tenderers who have successfully executed “Electrical works of Residential / Office building involved with power and control cabling, DB’s, earthing and light fittings etc., with its associated works.”..

**Note:**

1. b 1 Eligible similar nature of works should have been executed in India only.

1. b 2 In case of the work done under private sector, the completion certificate shall be supported with the copies of TDS certificates.

1.c Should have an average annual financial turnover on works Contract should be at 100% of the estimated cost during the last available three consecutive financial years (FY ending 2021) certified by Chartered Accountant to be uploaded.

Should not have incurred any loss (Profit after tax should be positive) for more than two years during the last available five years (FY ending 31/03/2021). Details shall be furnished duly supported by figures in balance sheet/profit and loss account for the last Five (5) years duly certified by Chartered Accountant as uploaded by the applicant to Income tax department as per Proforma as specified in Form – A.

1.d The bidding capacity of the contractor should be equal to or more than the estimated cost of the work put to tender. The bidding capacity shall be worked out by the following formula:

$$\text{Bidding Capacity} = [AxNx2] - B$$

Where,

**A** = Maximum turnover in electrical works executed in any one year during the last five years taking into account the completed as well as works in progress. The value of completed works shall be brought to current costing level by enhancing at a simple rate of 7% per annum.

**N** = Number of years prescribed for completion of work for which bids has been invited.

**B** = Value of existing commitments and ongoing works to be completed during the period of completion of work for which bids have been invited.

1.f Applicant should upload the details of all works of similar class completed in the proforma as specified in Form – C.

1.g List of projects under execution or awarded shall be uploaded as per proforma specified in Form – D.

1.h Performance report of works referred to in Forms 'C' & 'D' shall be uploaded as per proforma specified in Form – E.

1.i Details regarding structure and organization of the firm shall be uploaded as per proforma specified in Form – F.

1.j Details regarding manpower possessed shall be furnished as per proforma specified in Form – G shall be uploaded. The details of trained and certified workmen proposed to be employed at the work site of the project should also be furnished.

1.k Details of construction plant, machinery, equipment, accessories & infrastructure facilities likely to be used / possessed for carrying out the work shall be furnished as per proforma specified in Form – H.

1.l PAN and GSTIN Certificate in the latest approved form.

1.m Certificate (Scanned copy of original certificates to be uploaded)

- i) Performance Certificates for completed works
- ii) GST registration certificate
- iii) PAN (Permanent Account Number) Registration
- iv) Registration certificate in CPWD / State PWD / MES
- v) Form A to Form H
- vi) Electrical License issued by Electrical Inspectorate.
- vii) Relevant work order copies, Schedule of quantities, Work completion and performance certificates etc.

1.n UNDERTAKING A to D, Declaration by the contractor to be uploaded in their letter head. (Scanned copy to be uploaded at the time of submission of Bid and originals shall be submitted during the period of verification of credentials).

2 Information and instructions for tenderer posted on website shall form part of tender document for e-tendering mode.

3 The tender document consisting of Notice Inviting Tender, Scope of Work, General Rules and Directions, Schedule of Quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website <https://www.eprocure.gov.in/eprocure/app>. free of cost for e-tendering mode.

- 4 The bid can only be submitted after uploading the mandatory scanned documents of EMD and other documents.
- 5 Those contractors not registered on the website <https://www.eprocure.gov.in/eprocure/app> are required to get registered for e-tendering mode. Registered contractors only can download & submit / upload the tenders.
6. The intending bidder must have valid class – III digital signature to submit the bid for e-tendering mode.
7. On opening date, the contractor can login and see the bid opening process for e-tendering mode.
- 8 The department reserves the right to accept / reject any prospective application without assigning any reason thereof.
- 9 Short listing of agencies shall be subject to through verification of their credentials and inspection of works carried out by them, through a Technical Screening cum Committee of experts, constituted by IMSc.
- 10 If any information furnished by the applicant is found to be incorrect at a late stage, they shall be liable to be debarred from tendering/ taking up works in IMSc. The department reserves the right to verify the particulars furnished by the applicant independently.
- 11 Tender will be kept valid for 120 (One hundred and Twenty) days from the last date of closing of online submission of tender.
- 12 In case of successful tenderer, the tenderer is required to deposit an amount equal to 3% of the tendered value of the contract as irrevocable performance guarantee in the form of Bank Guarantee from *any one of the nationalized Banks or 'Demand draft from any scheduled bank drawn in favour of "Institute of Mathematical Sciences"* within a period of 15 days of issue of letter of intent. The letter of award of work will be issued only after the above said performance guarantee in any one of the prescribed forms is received and accepted failing which the Institute shall without prejudice to any other right or remedy available in law, be at liberty to forfeit the earnest money absolutely. Earnest money deposited along with bid shall be returned after receiving Performance Guarantee.  
  
The letter of award of work will be issued only after the above said performance guarantee in any one of the prescribed form is received and accepted failing which the Government shall without prejudice to any other right or remedy available in law, be at liberty to suspended \ debarred for a period of one year.
- 13 In addition to the above, the successful tenderer is required to remit security deposit amounting to 2.5 % [ Two and half Percent] of the tendered and accepted value which shall be deducted at 5% [ Five Percent ] of the gross amount of the bill from each running bill, till total security deposit is recovered.
- 14 Documentary evidence of adequate financial standing shall be furnished.
- 15 Bidders shall not be under a declaration of ineligibility for tender quoting and fraudulent practice.
- 16 Past Performance:-  
Even though any bidder may satisfy the above requirements, he would be liable to disqualification if he has,
  - a Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria document.
  - b Record of Poor Performance such as abandoning work, not properly completing the contract, or financial failures/weakness etc.
  - c Any effort on the part of the bidder or his agent to exercise influence or to pressurize the employer would result in rejection of his bid. Canvassing of any kind is prohibited.

- 17 Information regarding projects in hand, current litigation, orders regarding exclusion, expulsion or block entry if any to be furnished.
- 18 The capacity of the contractor to take up a new project under consideration in addition to his present commitments must be clearly brought out. He should also furnish the details referring as to have both physically and financially capable of executing this contract in the stipulated time as per milestones projected in addition to executing the other commitments.
- 19 Copies of original documents detailing the constitution or legal status, place of regulation and principle place of business, written power of attorney of the regulatory of the bond to commit the bidders.
- 20 Tenderer may please intimate their Bank Account Number, IFSC code, Branch details so as to enable the department for payments through Bank.
- 21 Qualification and experience of key site management and technical personnel proposed for the contract.
- 22 Evidence of adequacy of working capital for this contract. Access to lines of credit and availability of other financial resources.
- 23 Information regarding any litigation, current or during the last seven years, in which the bidder is involved, the parties concerned and disbursed amount.
- 24 The proposed methodology and program of execution, backed with equipment planning and deployment duly supported with broad calculation and quality control procedures proposed to be adopted, justifying their capability of execution and completion of the work as per technical specifications within the stipulated period of completion as per milestones.
- 25 Tenderer to note that tenders with any condition including that of conditional rebate shall be rejected forthwith.
- 26 A certificate to the effect that the firm had not been black listed by any Government Institute, Public sector undertaking or Autonomous Institutions, if so furnish the details.
- 27 Proposals for sub-contracting components of the works including the qualification and experience of the identified sub-contractor in the relevant field.
- 28 If the date for submission of tender and opening of tender happens to be a declared holiday at a later date, the same will be postponed to the next working day.
- 29 PF Clause :  
All the workers are to be paid applicable minimum wages. Provident Fund (PF) and Insurance schemes (if applicable ) for the workers shall be borne by the contractor. Records with respect to worker wages, PF, insurance, etc. shall be maintained and produced on demand for verification.
- 30 This Notice Inviting tender shall form a part of the tender document.
- 31 The contractors shall provide Employees Provident fund, Employees state Insurance or Health Insurance etc. as laid down in the ACT.
- 32 IT and other applicable shall be deducted from the bills.
- 33 The rate Quoted by tenderer in the schedule shall be inclusive of Goods and Services Tax (GST) or any other taxes applicable. GST or any other tax applicable in respect of this contract shall be payable by the contractor and IMSc will not entertain any claim whatsoever in respect of the same.

For further information please contact Scientific officer, ( Electrical ), Phone no : 044-22543300,  
Fax no : 044-22541856 on all working days.

The Registrar on behalf of the Director, IMSc does not bind himself to accept the lowest or any other tender, and reserves to himself the authority to reject any or all of the tenders or to allot parts of the works to different agencies without assigning any reasons therefor. All tenders, in which any of the prescribed conditions is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer, shall be summarily rejected. Please refer our website: [www.imsc.res.in](http://www.imsc.res.in) / tenders for further details regarding more eligibility criteria if any.

- sd -  
Registrar

For and on behalf of the Director,  
The Institute of Mathematical Sciences.

**Check list for uploaded documents:**

**List of Documents to be scanned & uploaded within the period of bid submission for e - tendering mode : ( Scanned copy of original certificates to be uploaded ). The *Original documents for the eligibility criteria as mentioned below should be produced at the office of Scientific officer ( Electrical ) , IIMSc, Chennai -113 for verification during the period of verification as indicated in NIT.***

1. EMD Rs. **13,286/-** (Rupees Thirteen thousand two hundred and eighty six only) shall be in the form of Demand Draft from any of the Scheduled Bank drawn in the name of " Institute of Mathematical Sciences" payable at Chennai and this scanned copy to be uploaded.
2. Financial Turn Over certified by CA ending with 2020-21 for last three years.
3. Profit & Loss statement certified by CA 2020-21 for last five years.
4. List of SIMILAR WORKS completed in last 7 years indicating:
  - I) Agency for whom executed,
  - II) Value of Work,
  - III) Stipulated and actual time of completion,
  - IV) Completion certificate.
5. List of WORKS in hand indicating:
  - i) Agency
  - ii) Value of Work,
  - iii) Stipulated time of completion / present position.
6. List of tools, equipment and Machinery.
7. List of Technical Staff.
8. Certificates:
  - i) Registration certificates in CPWD / State PWD / MES
  - ii) Certificates of Relevant work order copies, Schedule of quantities, Work completion and performance certificates etc.
  - iii) Certificate of Registration for GST and other taxes.
  - iv) PAN (Permanent Account Number) Registration
  - v) Form A to Form H
9. Undertaking A to D as per Annexure-I and Declaration by Contractor as per Annexure - II.
10. Form of Agreement.
11. Valid Electrical License issued by Electrical Inspectorate.

**Annexure - I**

**UNDERTAKINGS TO BE FURNISHED BY THE TENDERER**

**UNDERTAKING – A**

“I ..... Son of ..... Residing at .....  
.....hereby give an undertaking that I have read and I am aware of all the clauses and sub clauses of tender forms including tender technical specifications specified in the tender book and I confirm that I will abide by all the terms and conditions available in this tender document. My Income tax Permanent Account Number (PAN) is .....

*(Seal of the Firm)*

*(Dated Signature of Contractor or his  
authorized Power of Attorney)*

**UNDERTAKING – B**

“I ..... Son of ..... Residing at .....  
..... hereby give an undertaking that none of my relative(s) as defined below is / are employed in IMSc as per details given in tender document. In case at any stage, it is found that the information given by me is false / incorrect, IMSc shall have the absolute right to take any action as deemed fit without any prior intimation to me”

The near relatives for this purpose are defined as;

1. Members of a Hindu undivided family
2. They are husband and wife
3. The one is related to the other in the manner as father, mother, son(s) son’s wife (daughter-in-law), daughter(s) daughter’s husband (son-in-law), brother(s) and brother’s wife, sister(s) and sister’s husband (brother-in-law)

*(Seal of the Firm)*

*(Dated Signature of Contractor or his  
authorized Power of Attorney)*



**UNDERTAKING – C**

I / We have read and examined the Notice Inviting Tender, General Rules & Directions, Form of Tender, Special conditions, Safety code for works contract, General condition of Contract, Schedule F, Specifications, Schedule of Construction, drawings & all other contents in the tender documents for the work AND ACCORDINGLY I / We, hereby tender for execution of the work specified for the Director of IMSc within the time specified in Schedule “F”, viz., Schedule of Quantities, List of preferred make and in accordance in all respects with the specifications, designs, drawings and instructions in writing referred to in Rule 1 of General Rules & Directions and in Clause - 11 of the General Conditions of Contract and with such materials as are provided for, by, and in respects in accordance with, such conditions so far as applicable.

*(Seal of the Firm)*

*(Dated Signature of Contractor or his  
authorized Power of Attorney)*

**UNDERTAKING – D**

I/We undertake and confirm that eligible similar works(s) has / have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/we shall be debarred for bidding in IMSc in future forever. Also, if such a violation comes to the notice of Institute before date of start of work, the Engineer-in-Charge shall be free to forfeit the entire amount of Earnest Money Deposit / Performance Guarantee.

*(Seal of the Firm)*

*(Dated Signature of Contractor or his  
authorized Power of Attorney)*

## Annexure - II

Declaration by Contractor :

This is to certify that;

- 1) I / We have submitted the tenders in the proforma as downloaded directly from the websites which are same as available in the website and there is no change in the format, number of pages, etc.
- 2) I / We have not made any modifications / corrections / additions etc., in the tender documents downloaded from website by me / us.
- 3) I / We have checked that no page is missing and all pages as per the index are available and that all pages of tender document submitted by us are clear and legible.
- 4) In case at later stage, it is noticed that there is any difference in my / our tender documents with the original documents, IMSc, shall have the right to cancel the tender / work, forfeit the Earnest Money, Performance Guarantee & Security Deposit, take appropriate action as per the prevailing rules in force and IMSC, shall not be bound to pay any damages to me / us on this account.

Dated .....

*(Contractor Signature with seal)*

### **FORM 'A' : FINANCIAL INFORMATION**

**Financial Analysis** - Details to be furnished duly supported by figures in balance sheet/ profit and loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (copies to be attached).

Particulars	Financial Year				
	2016-17	2017-18	2018-19	2019-20	2020-21
i) Gross Annual Turnover ( Rupees in Lakhs).					
ii) Profit ( Rupees in Lakhs)					
iii) Loss ( Rupees in Lakhs)					
iv) Certified By					

**Name and Address of Chartered Accountant  
with Membership No :**

**II. Financial arrangements for carrying out the proposed work.**

Line of credit, Working Capital, Liquid Capital, Fixed Deposits etc. - Upload scanned copy of statement.

**III. The copies of following certificates are to be uploaded.**

- (a) Profit & Loss account certified by CA & as submitted to Income Tax Department.
- (b) Balance Sheets duly certified by CA for required financial years.
- (c) Form of Agreement of tender document
- (d) GST Registration Certificate.
- (e) Permanent Account Number (PAN).

**Name of authorized signatory**

Note: Further details if required may be asked from the contractor after opening of the *bids*. *There is no need to upload the entire voluminous balance sheet.*





**Scanned copy of certificates containing following information from the clients to be uploaded.**

**FORM-E : PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "C" & "D"  
(Separate certificate for each work/ Project)**

1. Name of work/Project & Location
2. Agreement No.
3. Name of Contractor
4. Estimated Cost
5. Tendered Cost
6. Completed cost
7. Date of start
8. Date of completion
  - (i) Stipulated date of completion
  - (ii) Actual date of completion
  - (iii) Present position of work, if in progress.
9. Amount of compensation levied for delayed completion, if any.
10. Amount of reduced rate items, if any.
11. Performance Report.
  - a) Quality of work : Very Good/Good/Fair/Poor
  - b) Financial soundness : Very Good/Good/Fair/Poor
  - c) Technical Proficiency : Very Good/Good/Fair/Poor
  - d) Resourcefulness : Very Good/Good/Fair/Poor
  - e) General behaviour : Very Good/Good/Fair/Poor
  - f) Time Consciousness : Very Good/Good/Fair/Poor

Dated:

**Executive Engineer or equivalent  
Signature with Seal**

## FORM 'F' : STRUCTURE & ORGANISATION

1 Name & Postal Address of the applicant:

2 Telephone No./Telex No./Fax No.

3 Legal status of the applicant (Please tick and attach attested copies of original document defining the legal status)

(a) An individual; (b) A proprietary firm; (c) A firm in partnership

(d) A limited company or Corporation

4 Particulars of registration with various Government bodies (attach attested photocopy)

Dept./Organisation & Place of registration Registration No.

5 Names and Titles of Director & Officers with designation proposed to be concerned with this work

6 Designation of individuals authorised to act for the organisation

7 Was the applicant ever required to suspend construction for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work.

8 Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.

9 Has the applicant, or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organisation at any time? If so give details.

10 Has the applicant, or any constituent partner in case of partnership firm , ever been convicted by a court of law? If so, give details.

11 In which fields of Engineering construction the applicant has specialisation and interest?

12 Any other information considered necessary but not included above.

**Name and address of the authorized signatory**



**FORM 'G' : DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THIS WORK**

Sl. No	Designation	Total Number	Number available for this work	Name	Qualifications	Professional experience and details of work carried out	How these would be involved in this work	Remarks

**Name and address of authorized signatory**

**FORM 'H' : DETAILS OF TOOLS AND EQUIPMENT LIKELY TO BE USED IN CARRYING OUT THIS WORK**

Sl. No.	Name of Equipment/ Plant	Nos	Capacity or Type & make	Age	Condition	Ownership status				Current Location	Remarks
						Presently owned	Leased	To be purchased	Proposed to be hired		

**Name and address of the authorized signatory**