

UTTAR PRADESH RAJKIYA NIRMAN NIGAM Ltd.

(U.P.GOVT. UNDERTAKING)



TENDER DOCUMENT

FOR

(CONSTRUCTION SUPERVISION AND QUALITY CONTROL)

P.M.C

Request for Proposal

1. UPRNN invites Expression of Interest for CSQC services from qualified, experienced, competent and financially sound consultants for construction of following project

(a) 300 Bedded Obs & Gynea Block at Saifai Etawah Cost Rs 154.36 Cr.

2. Scope of work

2.1 Broad Scope of work for supervision and Quality Control consultant :

- (a) The Supervision and Quality Control Consultant shall be responsible for entire project quality management including day to day supervision of execution of construction work at site through contractors, quality control, taking measurements preparation/checking and certifying contractor's bills and coordination with the appointed consultants and handing over the completed work of UPRNN or its designated agencies on its completion.
- (b) Running Account bill will be prepared each month (irrespective of the size of the project) by CSQC and will be submitted to UPRNN as per the prescribed procedure for payment and necessary action.
- (c) The supervision and Quality Control consultant shall also carry out scrutiny of technical audit reports, drawing, designs, estimates, site survey, soil investigation design of internal and external service, Sanitary, plumbing, drainage, water supply and sewerage, internal roads, electrification work etc. as the case may be.
- (d) The Supervision and Quality Control Consultant shall be fully responsible for quality and quantity of work/execution of work

2.2 Detailed Scope of work

- a. Coordination with respect to the Architectural and engineering designs prepared by the consultant regarding its implementation, project planning & site data collection etc.
- b. Prepare detailed PERT/CPM charts, analysis of various project related activities with reference to time frame, resource allocation & scheduling etc using latest techniques including developing MIS and software for approval.
- c. The Supervision and Quality Control Consultant shall develop a project Schedule that coordinate and integrates the design efforts/schedule with construction schedules; update the project schedule incorporating a detailed schedule for all activities of the project.
- d. The Supervision and Quality Control Consultant shall exercise perform all the duties, liabilities, function and obligation as laid down with reasonable skill, care and diligence

and also ensure that the works are executed at site strictly as per the approval granted by UPRNN/concerned local authorities, the terms and condition of the Contract Agreement entered between UPRNN and the respective contractors within the given time frame & budget provisions.

- e. Cropping up of Extra items/substituted items and deviations should strictly be avoided. However, in unavoidable circumstances extra items/substituted items, deviation the necessary statement duly supported by justification and analysis of rates shall be submitted by the Project Management Consultants as per formats approved by UPRNN along with Consultant's recommendation for extra/substituted items. The Supervision and Quality Control Consultant should ensure that the case is put up for UPRNN's approval early enough so that in no case construction work suffers on this account.
- f. Complete day supervision of contracted building and development work ensuring quality management in accordance with tender stipulation, specification, drawing and site condition. The Quality management will be exercised at all stage of construction, viz approval of materials, inspection of equipment, usage thereof in proper proportion and workmanship at all stage of execution individual items of work.
- g. Ensure proper establishment of field laboratories/Quality Control equipment on site by the contractor to conduct test of materials/mixes being used for construction such and cement, steel, brick, Mortars, Concretes, etc. Essential gauges, instrument etc. should be calibrated periodically. The supervision and Quality control consultant shall maintain necessary site records and obtain data in support of the same. They shall carry out field and laboratory tests as and when required on materials of construction List of mandatory testing of material consultant shall ensure that those of all contractors, subcontractors and suppliers employed on the project comply in full with these objectives and priorities and as specified in the specification, reports of test results to be submitted fulfilling the requirements of this contract as defined.
- h. Suggesting modification, if any due to site condition and submit the recommendation along with cost variation on account of the same to UPRNN for approval.
- i. Ensure regular and timely flow of working drawing from respective consultants/instruction so as to complete the work without any delay on account of the same.
- j. Verification and recommendation for payment by UPRNN of contractor's periodic or stage wise bills for the work done and material/plant advance recording joint

measurement of work and certificate of the bills that the work is in accordance with the design, quality etc. and maintain necessary site measurement records and other site records which are made available to UPRNN for verification/authentication if required by UPRNN.

- k. Monitoring progress by using modern methods of control such as computerized PERT/CPM, submission of progress reports of work executed monthly to the concerned General Manager of URNN. Both financial and physical progress report with reference to prefixed target will be prepared in the approved MIS. Constant review of progress within present time and cost parameters will have to be done. The consultant will have to suggest improvements from time to time. Consultants shall inform UPRNN of the progress of the project vis-avis PERT/CPM control on a fortnightly basis.
- l. Co-ordination with other agencies like State Electricity Board, other local authorities', etc which may be expected to working in same area.
- m. In case certain additional work are required to be carried out for obtaining approval of statutory bodies or to make the completed work/areas operational, the consultant, on obtaining the approval from UPRNN shall ensure the complete of the same before handing over the said completed work to UPRNN, or to its appointed maintenance agency or to allottee/occupant authorized by UPRNN.
- n. The supervision and Quality Control Consultant shall keep UPRNN apprised of any delays; keep a hindrance register indication all details of all such delays which will also be furnished with recommendation for approval of UPRNN for grant of extension of time by UPRNN to contractors.
- o. Obtain and submit all the records from the consultant and the records of any changes made in the work during the progress of work and submit completion reports and completion drawings for the project, prepared by the contractor/consultant incorporating all such changes, duly authenticated as required for obtaining "Completion/Occupancy Certificate" from statutory authorities, wherever required.
- p. Obtain certification and submit "As Built Drawing" prepared by the contractor at an appropriate scale indicating the details of building structure and services duly authenticating.
- q. Verification of work on its completion and issuing completion certificates for the completed work, so as to enable UPRNN to record completion of the work.

- r. Verification by taking and recording joint measurements with the appointed supervision and quality control consultants, bill to be submitted by the contractors, process, certify and recommend as per the terms and condition of the contract agreement for release of final payment by UPRNN.
- s. Supervision and Quality Control Consultants shall also submit necessary informational required by UPRNN for finalization of accounts and commits to continue till the accounts are finalized at agreed upon terms.
- t. The completed work shall be certified by the Supervision an Quality Control Consultants along with the necessary documentation in before handing over of the project to UPRNN. Consultant shall also promptly attend to any defects/deficiency noticed in the completed work within the scope of work of execution by UPRNN without demur.

2.3 Report and MIS

The consultant will prepare and submit the following reports to the concerned General Manager of UPRNN on the format prepared by the Consultant and approved by the Employer

S.No.	Report	Frequency	Due date/Time	No. of copies
1	Inception Report	One Time	15 Days after commencement of services	5
2	Progress Report	Every Month	By 10 th of each month	2
3	Final Report	One Time	Within 15 days of Completion of Project/work	5

3. Manpower Deployment

3.1 The following would be the requirement of technical and managerial manpower, which will be deployed by CSQC agency PMC for project management and supervision work.

S. No.	Type of Personnel	Reqd. Qualification & experience	Manpower to be deployed for different type of project						
			D		C		B		A
			Up to 2 Cr.	Above 2 Cr. 5 Cr	Above 5 Cr. 20 Cr	Above 20 Cr. 50 Cr	Above 50 Cr. 100 Cr	Above 100 Cr. 200 Cr	Above 200 Cr.
1	Project Manager	Degree in Civil Eng.+15 yr exp/Retd Ex. Eng				1/2	1	1	2
2	Sr. Project Engineer	Degree in Civil Engg.+10 yr exp/Retd Asst. Eng.			1/2	1/2	1	1	2
3	Design Engineer	Degree in arch /Civil Engg.+5 yr exp.				1/3	1/2	1	1
4	Electrical Engineer	Degree in Elec. Engg.+3 yr exp.				1/3	1/2	1	1
5	Safety Engineer	Degree in Civil Engg.+3 yr exp.			1/3	1/3	1/2	1/2	1
6	Plumbing Engineer	Degree in Civil Engg.+3 yr exp.				1/3	1/2	1	1
7	Project Engineer	Degree in Civil Engg.+3 yr exp.		1/2	1	1	1	2	3
8	Constn Supervisor	Diploma in Civil Engg.+5 yr exp.	1/2	1	2	2	3	4	6

3.2 For project which require manpower in fraction manpower deployment can be clubbed for more than one project, or more than one project, or the deployment can be for limited duration, to make it feasible and economical.

3.3 For ease of deployment, consultants would generally be allotted projects in contiguous areas/districts, so that logistical arrangement and movement of manpower is facilitated.

3.4 The safety engineer is mandatory for big project. It will be responsibility of Safety engineer to watch and suggest day to day labor safety, Fire safety, Electric safety mechanism etc. at work site.

3.5 The minimum salary of above personnel deputed at work should get minimum salary as below:

Type of Personnel	Salary per Month
Construction Supervisor	Rs. 15000.00
Project Engineer (Civil) Project Engineer (Elec.) Safety Engineer, Plumbing Engineer	Rs. 30000.00
Design Engineer	Rs. 35000.00
Sr. Project Engineer	Rs. 50000.00 to 60000.00
Project Manager	Rs. 700000.00 to 100000.00

3.6 In case it is needed to render the services of above personnel, it will be paid as per actual mentioned at point no 3.5 plus 25% (which will include 7.5% overhead +7.5% profit + 10% intellectual and professional fee) including Service Tax.

3.7 Man power can be adjusted/reduced in consultation with Engineer-in charge and same will be adjusted from fees as mentioned at point no 3.5

4. Eligibility Criteria

4.1 Common Criteria

The agency must be an individual entity (joint ventures not allowed) having experience in similar field for not less than 7 years on March, 2016. Information about the organization along with names & details of various Technical & supporting personnel. Key personnel with their qualification & experience to be furnished along with RFP, in relevant formats indicated subsequently in the document.

4.2 Category- wise criteria:

Category of CSQC	A (Above 200 Cr.)	B (Above 50 Cr. To 200.00 Cr.)	C (Above 5 Cr. To 50.00 Cr.)	D Up to 5.00 Cr.)
Criteria				
Turnover (Average annual turnover of last three years ie, 2012-13 to 2014-15 from CSQC WORK	4.00 Cr.	2.00 Cr.	1.00 Cr.	50.00 Lacs
Profit and Loss in last three years ending on 31/3/15	Should not be loss in any year			

Previous experience of completing CSQC work during last three years ending on totaling to 31.03.2015	3 works of at least Rs. 50 Cr. Each, or	3 works of at least Rs. 25 Cr. Each, or	3 works of at least Rs. 10 Cr. Each, or	3 works of at least Rs. 1 Cr. Each, or
	2 works of at least Rs. 75 Cr. Each, or	2 works of at least Rs. 35 Cr. Each, or	2 works of at least Rs. 15 Cr. Each, or	2 works of at least Rs. 1.5 Cr. Each, or
	1 works of at least Rs. 100 Cr.	1 works of at least Rs. 50 Cr.	1 works of at least Rs. 20 Cr.	1 works of at least Rs. 2 Cr.
Latest Bank Solvency Certificate from a scheduled bank (to be submitted with bid)	Rs. 100 Lacs	Rs. 50 Lacs	Rs. 35 Lacs	Rs. 15 Lacs

4.3 Desirable Criteria

At least one work of the similar nature with “GRIHA Grade 3 or LEED Silver rating certification is desirable

Similar Work” shall mean construction management and supervision and quality control services for hospital building, high rise residential, institutional, commercial, office buildings with RCC framed structures with finishing’s including public health engineering, electrical/HVAC work and its associated works.

5. Selection Mechanism

- 5.1 The application fulfilling the above eligibility criteria and found successful in technical evaluation and then accepting and granting their consent on the financial quotes and others terms and condition of this REP/contract, as stated by UPRNN, will be selected as Consultants Supervision and Quality Consultants.
- 5.2 The eligible applicants shall be technically evaluated and financial bids of only those consultants shall be opened who qualify the technical evaluation.
- 5.3 The rates for consultancy charges will be defined mainly on the basis of (lowest) financial quote. In case of discrepancy or vagueness or impractical rates found in financial quote, the same may be rejected by UPRNN and a suitable, logical and fair method may be adopted for deciding rates.

5.4 However UPRNN reserves the right to accept or reject any or all tenders and can sought clarification /verification in regard to any information submitted /required by UPRNN in the empanelment process.

6. Commitments of UPRNN

UPRNN will provide leadership support, including according administrative and financial approvals as and when required. UPRNN will also provide necessary leadership inputs to ensure coordination among the various agencies working with it.

7. Payment Basis, Mechanism and Penalties

The payment will be made after getting approval from concerned General Manager (Zone)

The Payment of fee to be made to CSQC consultants would be largely baled on their performance and progress made on project.

The table below explains in details the payment mechanism and timelines.

1. The payment will be made on quarterly basis to the firm on the basis of % quoted by the firm. The payment will be calculated on the basis of 90% of amount of bills submitted till that date to the client multiplying by the % quoted by the firm.
2. The balance 10% shall be released after satisfactory completion of the project.
3. The % fee quoted will be calculated at all times on the actual cost of work cone and not on the basis of project cost.
4. In case of project cost of that particular project revise and sanction by the Govt., the quoted % fee will be hold good for such increase/decrease in cost for that particular project.
5. If timeline get extended beyond contract period, the firm is not entitled for any extra claim for extended period. Also no reduction in quoted fee shall be done by UPRNN for early completion of project.
8. **UPRNN** shall not be responsible for providing any financial support except above mentioned fee. Any other expenditure like travelling, staying, communication, boarding and lodging etc. for the consulting team station at project Site/other places shall have to be borne by the CSQC agency itself.
 - 8.1 in case of non-compliance of contract clause and poor performance of the team, a penalty of up to 10 % of the fee shall be levied on the CSQC agency. Penalty shall generally be levied for following, but not limited to these only, kind of poor performance/laxity:
 - a. Deficiency in deployment of manpower as per scope of work

- b. Poor quality of work execution
- c. Delay in submission of monthly RA bills
- d. Delay in project execution/completion
- e. Non-compliance of different clauses of Scope of work

9. Performance Guarantee

The CSQC agency will have to provide bank guarantee as given below for the period of engagement. The same shall have to be submitted by concerned CSQC consultant before entering into agreement with UPRNN within 10 days from date of issue of acceptance letter, failing which bid shall be rejected.

Category of CSQC	A (Above 200 Cr.)	B (Above 50.00 Cr. To 200.00 Cr)	C (Above 5.00 Cr. To 50.00 Cr)	D (up to 5.00 Cr.)
Performance Guarantee	Rs. 10.00 Lacs	Rs. 5.00 Lacs	Rs. 2.50 Lacs	Rs. 0.50 Lacs

10. Procedure for submitting the proposals

10.1. The proposals are required to be submitted in two separate envelopes as follows:

Part-A: Technical Proposal: This will be submitted in Form T and other accompanying forms, being Forms 1 to V. This will contain (a) write up detailing the profile of the agency with details of ongoing and completed projects of similar nature with cost, contact details of the clients for the assignment undertaken, (b) the curriculum vitae of the key personal proposed to be assigned for the write up on the manner in which the agency proposal to carry out the assignment. This envelope shall be marked as “Part-A” Technical Proposal”.

Note:- Certificate issued by the clients in support of ongoing and completed projects is mandatory.

Part-B: Financial Proposal: This is to be prepared as per attached format (Form F) :

Note -1: The envelope containing the Financial Proposal must be clearly marked “Financial Proposal” with a warning “ Do not open with the Technical Proposal”

Note-2: No tax exemption of any kind shall be provided by the State Government. The Applicant has to factor this component while preparing the financial Proposal.

10.2. The two envelopes are to be placed in an outer envelope marked “ Proposal Selection of CSQC Consultants for UPRNN.

- 10.3. UPRNN shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may be the case for rejection of a proposal. If the Financial is not submitted in a Separate sealed envelope duly marked as indicated above. This will constitute grounds for declaring the Proposal as non-responsive.

11. Proposal Submission Templates/Forms

11.1 Proposals, prepared and packed in separate envelopes as described above. Should be accompanied by a letter of submission as per the format given at attached Form-T. The technical proposal should also be accompanied by other duly filled in and completed Forms-I to V, along with supporting documents.

11.2 The Financial Proposal is to be prepared in the format given at attached Form-F and must be signed by the same person(S) who has signed the letter of submission.

12 Other Terms and condition:

12.1 **Last Date:** The deadline for submission of the bid **21.12.2016 at 1.00 PM** address indicated in the format for submission letter.

12.2 Bid Opening schedule: The bid will be opened **21.12.2016 at 3.30 PM** following time schedule will be adopted for bid evaluation.

Opening of Technical Bid **3.30 PM**

Announcement of results of Technical bid evaluation **4.00 PM**

Opening of Financial bid Shall be intimated later.

12.3 Earnest money deposit: A bid security/EMD For Rs **1.50 Lacs. (300 Bedded Obs & Gynea Block at Saifai Etawah)** In the form of demand draft from any Nationalized bank in favor of UPRNN ltd. should accompany the proposal. Bid security of unsuccessful bidders will be returned to them within 30 days of the engagement. No. interest is payable on the bid security amount.

Category of CSQC (PMC)	A (Above 200 Cr.)	B (Above 50.00 Cr. To 200.00 Cr.)	C (Above 5.00 Cr. To 50.00 Cr.)	D (Upto 5.00 Cr.)
EMD/Bid Security	Rs. 2.00 Lacs	Rs. 1.50 Lacs	Rs.1.00 Lacs	Rs. 0.50 Lacs

- 12.4 Bid Document Fee : In addition to bed security, a bid document fee of Rs. 10,000/= (Rs. Ten Thousands only) in the form of demand draft from any Nationalized bank in favor of UPRNN ltd should also accompany the proposal. Bid fee is non- refundable.
- 12.5 Each page, Form, Annexure and Appendices of the Technical and Financial proposal must be signed by the authorized signatory of the firm/ legal entity. All blank spaces in the financial proposal must be filled complete where indicated, either typed or written in ink.
- 12.6 UPRNN reserves the rights to accept of reject one or all applications without assigning any reason or explanation OR revaluating some or all proposals, should any evaluated bid may be found to be non – responsive at a later stage.

Form T

Letter of Technical Submission

To,

General Manager
UPRNN Ltd.
Etawah Zone, Etawah

Sub :- submission of proposal for engagement of Construction Supervision and Quality Control consultants.

Sir,

We, the undersigned offer to provide the “Construction Supervision and Quality Control Consultancy” service to UPRNN Ltd. In accordance with your Expression of Interest dated..... We are hereby submitting our Proposal, which includes Technical Proposal and financial proposal sealed under separate covers and the two envelopes placed together in an outer envelope all properly marked as required.

We hereby declare that all the information and statement made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification as well as forfeiture of the bid security amount.

The price quoted by us in the financial without consultation, communication, agreement our understanding (for the purpose of restricting competition) with any competitor.

We agree to bear all costs incurred by us in connection with the preparation and submission of the proposal and to bear any further pre-contract costs.

We understand that the State Government is not bound to accept the lowest financial bid or any proposal or to give any reason for award, or for the rejection of any proposal.

We confirm that we have the authority of..... (Name of firm/Legal entity) to submit the proposal and to negotiate on its behalf

Yours Faithfully,

Signature and Details of the Authorized Representative)

Form –I

A. Firm Details

1. Name of the Firm :
2. Year of Establishment
3. Legal status of the firm
 - a. Individual
 - b. Proprietary firm
 - c. A firm in partnership
 - d. A limited Company or Corporation
4. Narrative description of the Firm: Please specify the field of services i.e. Project Management, Supervision, Quality Control, etc. in which it is specialized.
5. Office Address/Telephone No/Fax no/E-mail I.D./website :
6. In case of change of Name of the firm, former Name/ Names and Year/Year of Establishment
7. Names of principle person concerned with this work with title and Telephone No./Fax/E-mail I.D. etc.
8. Has the applicant or any constituent partner ever abandoned a consultancy job
9. Has the applicant or any constituent partner ever debarred from taking up work in Govt. Directorates and Undertaking.

B. Detail of the Team (enclose curriculum vitae of key resources)

Total No of Technical Staffs

1. Project Managers (Degree in Civil Engg. + 15 Years Experience)
2. Sr. Project Managers (Degree in Civil Engg. + 10 Years Experience)
3. Design Engineer (Degree in Arch/ Civil Engg. + 5 Years Experience)
4. Quantity Surveyors (Degree in Engg. Or Diploma with 5 Years Experience)
5. Electrical Engineer (Degree in Ele Engg. + 3 Years Experience)
6. Plumbing Engineer (Degree in Civil Engg. + 3 Years Experience)
7. Project Engineer (Degree in Civil Engg. + 3 Years Experience)
8. Construction Engineer (Diploma in Civil Engg. + 3 Years Experience)
9. HVAC
10. Public Health Engineering
11. Mechanical
12. Fire fighting
13. Safety and Labour Officer (Degree/Diploma with Certificate of Safety)
14. Administrative Support Staff
15. Other

16. Was the applicant ever required to suspend the project for a period of more than six months continuously after you commenced the planning? If so, give the name of the project and reasons of suspension of project.
17. Has the applicant or any partner in case of partnership firm, ever abandoned the warded project before its completion? If so, give name of the project and reasons for abandonment.
18. Details of software and hardware available.
19. Details of office equipments like Computer, Printer, Scanner, Photocopy machines etc.

Signature of Authorized Representative with seal
(Please furnish letter of authorization)

LIST OF DOCUMENTS MAINTAINED AT SITE

.No.	Name of Document	Details of documents maintained
1.	Labour	
2.	Material	
3.	Testing/Stage passing	
4.	Others	

Form-II

**DETAILS OF SIMILAR CONSULTANCY SERVICE/WORKS
COMPLETED /IN HAND DURING THE LAST FIVE YEARS**

.No.	Name of Project	Name of central /state/Govt. Undertaking /intuitions/ local body or authority	Cost of Completed works (in Lacs)	Built up area (In Sqm)	Date of commencement	Date of completion	Name of address and contact details of person/officer to whom reference can be made

Note :

Firm's reference with best illustrative qualification should be enclosed for each of the above project only.

Signature of Authorized Representative with seal

Form-III

FIRMS ANNUAL FINANCIAL TURNOVER

1. Gross annual financial turnover (by way of Professional receipt/in terms of consultancy fee received for the past three years.
2. Details of Income tax
 - a. Permanent Account No.
 - b. Details of last three years' Income tax return

Assessment year	2013-14	2014-15	2015-16
Date of filling			
Assessment Status			

3. Details of professional receipts

Financial Year	Professional Receipt/Consultancy Fees received (Rs. Lacs)
2012-13	
2013-14	
2014-15	

Signature of Statutory Auditor

Name:

Seal & Registration Number

Signature of Authorized Representative

Name:

Seal:

Form- IV**DETAILS OF IN HOUSE KEY PERSONNEL OF THE CONSULTANT**

Details of in house key personnel

S.No.	Name	Qualification	Position held	Date and year with applicant firm	Experience of person in years	His expertise

Note:

*Less than one year service with the applicant will not be taken into account.

Signature of Authorized Representative with seal

Form V

FIRM'S REFERENCES

(Relevant Services carried out in the Last Five Years which Best Illustrate Qualifications)

(In support of Form-III)

Using the format below, provide information on each reference assignment for which your firm/legal entity , either individually or as a lead consultant was legally contracted (Add additional sheets if necessary)	
Assignment Name :	
Location	No. of Key professional staff provided by firm
Name of client and address	Duration of assignment Start Date Completion date
Name of key professional staff (Project Director/coordinator/Team Leader) involved and functions performed from the firm.	
Narrative description of Project (Clearly what services were rendered by the firm in this project)	
Description of actual services provided by your key professional	

(Certificate from Employer /client regarding experience should be furnished)

Signature of Authorized Representative with seal

FORM-F
 FINANCIAL PROPOSAL SUBMISSION FORM
 (On the Letter head of the Consultants)

From

(Name and Address of Firm)

To:

General Manager (Etawah Zone)

UPRNN Ltd.

Engineering College Campus

Saraiya Chungi Chouraha Etawah

Sub:- Submission of Financial Proposal for engagement of Consultant for Construction Supervisions and Quality Control Service for

Sir,

I/We, the undersigned, offer to provide the consulting services for the above in accordance with your Expression of Interest dated.....and our Proposal (Technical and Financial). Our financial proposal is% of the project cost inclusive of all taxes and charges including service tax

Our financial proposal shall be binding upon us subject to modifications resulting from contract negotiations, up to expiration of the validity period of the proposal. I/We understand you are not bound to accept any proposal you receive.

Yours sincerely,

Authorized Signature

Name and Title of Signatory:

Name of the firm:

CHECK LIST

1. All information required as above is properly and fully filled.
2. All pages are signed with Name, seal with date by authorized representative of the firm.
3. EMD of requisite amount is attached as described.
4. Bid document fee is attached as described.
5. List of Key personnel of the firm is attached.
6. I.T. clearance /return certificate of the firm as described is last 3 years is attached.
7. Service tax Registration is attached.
8. Turnover of the firm in last years as described is attached
9. Separate envelopes of Technical proposal and financial proposal put in one cover envelop
10. GRIHA Grade 3 or LEED silver rating certificate is attached.
11. All forms i.e. Form T, Form I to V, Form F duly filed are attached. Separate sheets duly typed can be used to submit the information of these Forms.
12. Any other relevant information to be furnished duly typed on separate sheets.
13. Solvency certificate from bank s described is attached.
14. Details of past experience of similar works.
15. Firm's Profile.