

**Shri Mata Vaishno Devi Shrine Board, Katra**



## **BID DOCUMENT**

**For**

**Laying and compacting of Granular sub base material on prepared subgrade in accordance with MORTH book of specifications 401 on Arterial road in SMVDCoN Complex at Kakryal, Katra  
(Excluding cost of GSB material)**

**CHIEF ENGINEER  
SMVDSB, KATRA**



### Short Term Tender Notice

For and on behalf of the Chairman, Shri Mata Vaishno Devi Shrine Board, **Executive Engineer, SMVDIME, Kakryal, Katra** invites sealed tenders on prescribed format, affixed with revenue stamps worth Rs.6/- and accompanied with Earnest Money Deposit (EMD) of prescribed amount, in the shape of CDR / TDR pledged to the Chief Accounts Officer, SMVDSB, Katra, from the eligible firms/ contractors for the following work:-

S. No.	Description of Work	Approx. Cost	Completion Time	EMD	Eligible Contractors
1	Laying and compacting of Granular sub base material on prepared subgrade in accordance with MORTH book of specifications 401 on Arterial road in SMVDCoN Complex at Kakryal Katra (Excluding cost of GSB material)	7.50 Lakhs	01 Month	15000.00	Contractors A/B/C class having expertise preferably in road work.

The Bid Documents containing detailed terms and conditions can be obtained on any working day from the Office of the Executive Engineer, SMVDIME Kakryal, Katra against payment of Rs. 200.00 (Non-transferable and non-refundable) in the shape of Demand Draft favoring Chief Accounts Officer, SMVDSB and payable at Katra. The Bid Documents can also be downloaded from the website [www.maavaishnodevi.org](http://www.maavaishnodevi.org). In case of downloaded Tender Form, the cost of Tender Documents in the shape of Demand Draft favouring Chief Accounts Officer, SMVDSB, Katra must accompany the Tender.

No: SMVDIME/EE/T/10  
Dated:10.05.2019

Executive Engineer  
**SMVDIME, Kakryal  
Katra**

## **A. GENERAL INSTRUCTIONS TO BIDDER**

### **1 Scope of Bid**

- 1.1 ON behalf of Chairman SMVDSB, the Executive Engineer SMVDIME, Kakryal invites bids for the construction of works (as described in this document and referred to as “the works”). The name and identification number of the work is provided in the Appended NIT. The bidders may submit bids for the work detailed in the table given in the Notice Inviting Tender.
- 1.2 The successful Bidder will be expected to complete the work mentioned in the NIT by the intended Completion period specified in the NIT and shall rectify all the defects during defect liability period.
- 1.3 Throughout these documents the terms “bid” and “tender” and their derivatives (bidder/tenderer, bid/tender, bidding/tendering etc.) are synonymous.

### **2. Qualification of the Bidder**

In order to qualify, the bidder shall provide the following documents

- i) Registration Card duly renewed for the current financial year 2019-2020.
- ii) GST registration certificate along with latest returns of GSTR-3B.
- iii) PAN Card.
- iv) CDR/FDR of Rs 15000/- (Fixed Amount) from any nationalized/scheduled Bank pledged to tender opening authority.
- v) Cost of Tender Document in shape of Demand Draft amounting to Rs 200.00 drawn in favour of Chief Accounts Officer, SMVDSB, katra in case the tender has been downloaded from website of SMVDSB. The hard copy of tender document can also be purchased from the office of Executive Engineer against the Demand Draft as mentioned above.
- vi) An affidavit that the bidder has requisite machinery for completion of work . The machinery required is Tractor Rotavator, Tractor grader, Water tank and Power vibratory roller as specified.
- vii) Details of similar nature of work already executed/under execution with Name and address of the Agency not less than the rank of Executive Engineer with his contact no.
- viii) An affidavit that the information provided in the submitted bid is correct.

Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- i) Made misleading or false representations in the forms, statements, affidavits duly attested by magistrate and attachments submitted in proof of the qualification requirements: and/or
- ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc

**3. One Bid per Bidder**

Each Bidder shall submit only one Bid for one work. A Bidder who submits more than one Bid shall be declared non-responsive.

**4. Cost of Bidding**

The Bidder shall bear all costs associated with the preparation and submission of his Bid, and the Employer will, in no case be responsible or liable for those costs.

**5. Site Visit**

The Bidder, at his own cost, responsibility and risk is encouraged to visit, examine and familiarise himself with the site of works and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for construction of the works. The costs of visiting the site shall be at the Bidder's own expense. He may contact the Executive Engineer incharge of work for any guidance relating to site visit.

**B. BIDDING DOCUMENTS**

**6. Content of Bidding Documents**

The set of bidding documents comprises the documents listed below:-.

1. Notice Inviting Tender.
2. Instruction to Bidders.
3. Bid Date Sheet.
4. General conditions of Contract.
5. Particular condition of Contract.
6. Bill of Quantities.

7. Bidding documents can be downloaded from SMVDSB website [www.maavaishnodevi.org](http://www.maavaishnodevi.org).

8. The bidder is expected to examine carefully all instructions, conditions of contract, terms and specifications, bill of quantities, etc in the Bid Document. Failure to comply with the requirements of Bidding Documents shall be at the bidder's own risk. Bids which are not substantially responsive to the requirements of the Bidding Documents, shall be rejected.

**9. Clarification of Bidding Documents**

A prospective bidder requiring any clarification of the bidding documents may notify the Employer in writing or by Facsimile (Fax) at the Employer's address indicated in the Notice Inviting Tenders. The Employer will respond to any request for clarification received earlier than 10 days prior to the deadline for submission of bids. Copies of the employer's response will be forwarded to all purchasers of the bidding documents, including a description of the inquiry, but without identifying its source.

## **10. Amendment of Bidding Documents**

Before the deadline for submission of bids the Employer may modify the bidding documents by issuing addenda.

To give prospective bidders reasonable time to take an addendum into account, in preparing their bids the Employer shall extend, as necessary, the deadline for submission of bids.

## **11. Preparation of Bids**

Language of Bid is English

## **12. Documents Comprising the Bid**

a) The bid shall be submitted by the Bidder in Hard copy duly signed and stamped in a single envelope superscripted with the Name of work, NIT no., Last Date of submission of bid, Name of the bidder, Contact No. of the bidder and email id of the bidder.

b) The EMD and Cost of Tender document shall be enclosed in a separate envelope marked with name of bidder and name of work kept in the main envelope.

c) Tender document duly signed and stamped by the bidder.

d) Price bid in the specified format only duly signed and stamped by the bidder in a separate sealed envelope kept in the main envelope.

## **13. Bid Prices**

**13.1** The Contract shall be for the whole works based on the priced Bill of Quantities submitted by the Bidder.

**13.2** The Bidder shall adopt item rate only.

**13.3** All duties taxes excluding GST, royalties and other levies payable by the contractor under the contract, or for any other cause, shall be included in the rates, prices and total Bid price submitted by the Bidder. The GST component shall be added at the end of price bid as mentioned in the Price bid format.

**13.4** The rates and prices quoted by the Bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

## **14 Currencies of Bid and payment.**

**14.1** The unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees. All payments shall be made in India Rupees.

## **15. Bid Validity**

**15.1** Bids shall remain valid for a period of thirty (30) days after the deadline date for bid submission.

**15.2** In exceptional circumstances, prior to expiry of the original time limit, the employer may request the bidder to extend the period of validity for a specified additional period. The request and the bidder's responses shall be made in writing. A bidder may refuse the request without forfeiting his earnest money. A bidder agreeing to the request will not be required or permitted to modify his bid, but will be required to extend the validity of his earnest money for a period of the extension, and in compliance with clause 16 of ITB in all respects.

## **16 Earnest Money**

**16.1** The bidder shall furnish, as part of the Bid, earnest Money as mentioned in above NIT.

**16.2** The earnest money shall, at the Bidder's option, be in the form of CDR/FDR of a scheduled commercial bank.

**16.3** Any bid not accompanied by Earnest Money shall be rejected by the Employer as non-responsive.

**16.4** The earnest money of unsuccessful bidders will be returned within 30 days of the end of the Bid validity period.

**16.5** The earnest Money of the successful Bidder will be released after successful completion of the defect liability period subject to removal of all defects if any and the work certified by the Engineer- in- charge as completed in all respects.

## **C. SUBMISSION OF BIDS**

**17.** The Bidder shall submit his bid in a single envelope containing EMD and Tender document envelope and Price bid envelope. The price bids of only those bidders shall be opened who have submitted the documents complete in all respects as defined in clause 2.

## **18. Deadline for Submission of Bids**

The Bid must be submitted by Speed Post/Registered Post/Courier only at the venue,time and date mentioned in Bid data Sheet provided in the bid document.

The employer may extend the deadline for submission of bids by issuing an amendment, in which case all rights and obligations of the Employer and the bidders previously subject to the original deadline will then be subject to the new deadline.

## **D. BID OPENING AND EVALUATION**

### **19. Bid Opening**

The Employer will open the bids received in the presence of the bidders/bidder's representative who choose to attend at the time, date and place. In the event of the

specified date for the submission of bid being declared a holiday for the Employer, the Bids will be opened at the appointed time and location on the next working day.

In all cases, the amount of Earnest Money, forms and validity shall be announced. Thereafter, the bidders' names and such other details as the Employer may consider appropriate, will be announced by the Employer at the opening.

At the time of the opening of the "Financial Bid", the names of the bidders whose bids were found responsive will be announced & the financial bids of only these bidders will be opened. The responsive bidders' names, the Bid prices, the total amount of each bid, and such other details as the Employer may consider appropriate will be announced by the Employer at the time of bid opening.

## **20 Process to be Confidential**

Information relating to the examination, clarification, evaluation, and comparison of bids and recommendations for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any attempt by a Bidder to influence the Employer's processing of bids or award decisions may result in the rejection of his Bid.

## **21. Clarification of Bids and Contacting the Employer**

No Bidder shall contact the Employer on any matter relating to its bid from the time of the bid opening to the time the contract is awarded.

Any attempt by the bidder to influence the Employer's bid evaluation, bid comparison or contract award decision may result in the rejection of his bid.

## **22 Examination of Bids and Determination of Responsiveness**

During the detailed evaluation of "Technical Bids", the Employer will determine whether each Bid(a) meets the eligibility criteria defined in clause 2 and 4;(b) has been properly signed;(c) is accompanied by the EMD and cost of Tender Document and (d) is substantially responsive to the requirements of the bidding documents.

A subsequently responsive "Financial Bid" is one which conforms to all the terms, conditions, and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one(a) which affects in any substantial way, inconsistent with the bidding documents, the employer's rights or the Bidder's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

If a "Financial Bid" is not substantially responsive, it will be rejected by the employer, and may not subsequently be made responsive by corrections or withdrawal of the nonconforming deviation or reservation.

## GENERAL CONDITIONS

1. Time is essence of the contract. The total time allowed for completion for the work is only 1 month which shall be reckoned from the 7th day of the issue of the allotment or from the day the material is supplied to the contractor at site by SMVDSB.
2. The GSB material shall be supplied by SMVDSB. The contractor shall be responsible for proper and efficient handling of the supplied material so that there is no wastage on any account. In case of delay on account of supply of a material By SMVDSB contractor shall be entitled to extension of time only and no financial compensation on any account shall be paid.
3. In case of firm/contractor fails to start the work within the stipulated time, a registered notice or notice sent through special messenger to the firm/contractor at its / his registered address for non start of the work that amounts to the breach of the contract will be sufficient to windup or cancel his contract even if the notice is not received by the firm / contractor because of incomplete / wrong address as long as it is the same as mentioned on the registration card.
4. The accepting authority reserves the right to accept or reject any or all the tenders before or after their opening without assigning any reason thereof. The allotting authority in view of the exceptional circumstances reserves the right of granting the contract to any of the tenderer if deems proper in the interest of the work of course at the lowest received rates without assigning any reason thereof.
5. The department may execute the work left by the contractor at the risk and cost of the contractor. Any additional amount involved for execution of work shall be recovered from the contractor's performance security and security deposit.
6. The contractor / firm will abide by all prevailing labour laws and will be personally responsible for any causality/ eventually/accident during the period of contract.
7. The quantities advertised in the rate list are approximate and based on tentative estimates, which can be increased or decreased by up to 25% as per necessity at site.
8. The work shall conform to M.O.R.T.H book of specification ( latest Edition) Clause 401.
9. The watch and ward of all Material/Machinery shall be the responsibility of Contractor/Agency.
10. No extra lead, lift or carriage if involved shall be paid other than what has been advertised in the rate list even if, it is involved at the site of work. The intending contractors/ agencies are advised to inspect the site of work and keep in view the actual conditions prevailing at site before tendering for the work.
11. Nothing extra shall be paid on account of loading/unloading/local handling of material at site of work.



12. Security deposit shall be deducted @ 5% from each bill. The same shall be refunded after the completion of defect liability period and after all defects certified to have been removed. The certificate to this effect shall be issued by the Executive Engineer. Any repairs if required to be got executed for defective work shall be done by the contractor at his cost during defective liability period.
13. The work shall have to be completed by the contractor within stipulated time period mentioned in the Bid data Sheet. Time is the essence of this contract. In case the work is not completed by the contractor within stipulated time period penalty @ 5% of contract cost per day shall be imposed on contract subject to max. 10% of contract value.
14. For any dispute between the contractor and the department, the Chief Engineer SMVDSB shall be the Dispute Resolution Authority, whose decision shall be final and binding upon both the parties. If the contractor is not satisfied with the decision of Dispute Resolution Authority, Chief Executive Officer shall be the arbitrator.
15. For any dispute between the contractor and department, the jurisdiction of Katra/Reasi/Jammu Court only will be applicable.
16. The department shall deduct 1% cess on cost of construction and deposit the same with the J&K Building and Other Construction Workers Welfare Board (Labour Department) under the provision of law in order to avoid any legal proceedings.
17. Income Tax shall be deducted as applicable under rule.
18. **Performance Security:** The successful bidder shall submit performance security @ 5% of contract value within 15 days of date of issue of allotment letter. The same shall be released after defect liability period and provided all defects have been rectified to the satisfaction of the Executive Engineer.
19. **Addl. Performance Security :** In case the price bid is found unbalanced, the successful bidder shall have to deposit the performance security in the shape of CDR / FDR only before award of contract and the following scale shall apply thereto:-

S. No.	Percentage of unbalance bid viz advertised cost on account of low rates:-	Additional performance security
1	Upto and including 15% below the advertised amount	Nil
2	Beyond 15% below upto and including 20% below the advertised amount	5% of the advertised amount
3	Beyond 20% below upto and including 25% below the advertised amount	10% of the advertised amount
4	Beyond 25% below	20% of the advertised amount

## **20. Laboratory Equipment for Field Tests**

The contractor shall provide all necessary laboratory equipment required for conducting of field tests viz Moisture meter, Field Density Apparatus with sand replacement method, Standard Sand, Weigh Balance etc for conducting the field density test after compaction of each layer.

Nothing extra shall be paid on this account to the contractor.

The required dry density shall be 98% of the laboratory dry field density (Procter Density) at optimum moisture content.

## **21. Insurance**

The contractor shall ensure procurement of insurance policies to cover following:-

1. Insurance for works and contractors equipment.
2. Insurance against injury to persons and damage to properties.
3. Insurance for contractor's personnel.
4. Third Party Insurance.

(Executive Engineer)  
SMVDIME, Kakryal

# **Section 2**

## **Bid Data Sheet**

## BID DATA SHEET

<b>Information</b>
No. of Invitation for Bid (IFB) is:
<b>The Name of work is :</b> Laying, spreading watering and compacting GSB in layers on service road to SMVDCoN at kakryal
<b>The Employer is:</b> Chief Executive Officer, Shri Mata Vaishno Devi Shrine Board, Katra or any other officer authorized by the Chief Executive Officer.
<b>The Engineer:</b> Executive Engineer, SMVDIME, Kakryal or any other officer designated as Engineer by the Employer any time during the currency of contract.
<b>Time of completion is:</b> 01 Calendar month from the date of issue of LOA.
<b>For clarification purpose, Please contact:</b> Executive Engineer, SMVDIME, Kakryal Katra. Name : Mr. Shakti Sagar Address : Office of the Executive Engineer, SMVDIME, SMVDNSH Complex Kakryal Katra Email : smvdime@maavaishnodevi.net Mobile :9419141551
<b>Only One bid per bidder:</b> Each Bidder shall submit only one bid for the work. A Bidder who submits more than one bid will be declared as non responsive.
<b>The units and rates</b> in words and figures shall be type written only.
<b>Bid validity period</b> is 120 days from the last date of bid submission date.
<b>Bidder shall furnish a bid security</b> in the amount of <b>Rs. 15000.00</b> in the shape of FDR/CDR from any scheduled bank approved by Reserve Bank of India pledged in the name of <b>Chief Accounts Officer, SMVDSB Katra.</b>
<b>Validity of Bid security</b> shall be 30 days beyond the date of validity of bid.( <i>60 days from the last date of submission of bids</i> )
<b>For Bid submission, the employer's address is :</b> Office of the Chief Engineer, SMVDSB, Kalika Dham Building, Railway Road, Near Railway Station ,Jammu. Pin code :180012
<b>The dead line for submission of Bid is</b> Date : 23.05.2019 Time: 15:00 Hrs
<b>Opening of Technical Bid shall take place ;</b> Date : 23.05.2019 Time: 16.00 Hrs or any other date as convenient to the Employer . In case of Change of date, the bidder shall be informed accordingly. Venue: <b>Office of the Chief Engineer, SMVDSB, Kalika Dham Building, Railway Road, Near Railway Station ,Jammu.</b>
Financial bids of only those bidders shall be opened who have submitted the documents specified in Clause 2 of General Instructions to Bidder.

(Executive Engineer)  
SMVDIME, Kakryal

# **Particular Conditions of Contract**

## **Section - 6 Particulars Conditions of Contract**

The following Particular conditions of Contract (PCC) shall supplement the general conditions of Contract (GCC). Whenever there is a conflict, the provisions here in shall prevail over there in GCC.

### **Part A- Contract Data**

<b>Subject</b>	<b>Data</b>
<b>Right of Access to site</b>	Within 10 days of issue of LOA to the contractor
<b>Engineer</b>	The Engineer shall be Executive Engineer, SMVDIME-Kakryal or any other office designated as Engineer by the Employer any time during the currency of contract.
<b>Performance Security</b>	Performance security shall be in the shape of CD/FDR pledged to Chief Accounts Officer, SMVDSB Katra @ 5% of contract value. In case of unbalanced bid, the performance security shall be as per GCC 19.
<b>Time of Completion</b>	01 calendar month reckoned from 7th day from the date of issue of LOA.
<b>Defect Liability period</b>	Defect liability period shall be for six months or the till all identified defects have been rectified to the full satisfaction of the Executive Engineer which ever is later.
<b>Completion of the contract</b>	The contract will be considered to be complete only after completion of the work, completion of all remedial work, cleaning of site and handing over works to SMVDSB.
<b>Retention Money/ Security Deposit</b>	Retention money/ Security Deposit shall be deducted @ 5% from each bill. The same shall be released after the completion of the period as specified in Defect liability
<b>Dispute Resolution Authority</b>	Sh. M.M Gupta, Chief Engineer SMVDSB.

(Executive Engineer)  
SMVDIME, Kakryal

### Bill of Quantities (B.O.Q)

**Name of Work:- "Laying, Spreading, Compacting the Granular Sub Base of Grade I & II on the Arterial Road of Shri Mata Vaishno Devi College of Nursing (SMVDCoN) Kakryal, Katra.**

S.No	Description of Item	Qty	Units	Rate	Amount
1	Laying, Spreading, Watering and Compacting Granular Sub-Base including local handling to all leads, Spreading in unifrom layers as specified, on prepared subgrade surface and compacting to achieve required dry density complete as per MORTH specifications clause 401 (Excl. Cost of GSB material)				
	GSB Grade-I	800	Cum		
	GSB Grade-II	800	Cum		
	<b>Total</b>				
	<b>Add GST@ ____%</b>				
	<b>Grand Total</b>				

- Note:-**
1. GSB material shall be supplied by SMVDSB.
  2. Rate to be quoted in words & figures.

**Signature of the Bidder**

## **Broad Specifications**

The sub-base material of the specified grading shall be supplied by SMVDSB. The contractor is required to test the moisture content of supplied material and if required, add water to achieve OMC, mix mechanically with Tractor-Rotovator before spreading in layers. The prepared GSB material shall be spread on prepared sub grade with the help of tractor-grader of adequate capacity. The tractor grader shall be capable of maintaining the required shape and grade during operation. Moisture content of mix shall be checked in accordance with IS:2720 (Part 2) and suitably adjusted so that at the time of compaction it is 1-2% below the optimum moisture context.

Immediately after spreading the mix, rolling shall be done by power vibratory roller of minimum 80-100 static weight capable of achieving required compaction. For achieving the required cross fall, rolling shall commence from lower edge and proceed to the upper edge longitudinally.

Each layer of GSB Grade-I & Grade-II shall be 150 mm thick.

The Contractor shall arrange MDD/OMC test in the Laboratory of the samples taken from the GSB material supplied by SMVDSB at his expense and shall submit the report to Executive Engineer SMVDIME. The field density to be achieved shall be 98% of the laboratory density. The contractor shall conduct the field test of Compacted GSB layers with sand replacement method as per requirement . In case the achieved dry density is less than the specified density than the contractor shall have to further compact the material till the required density is achieved. The work shall not be accepted with lower density than that specified.