

GOVERNMENT OF JHARKHAND
RANCHI MUNICIPAL CORPORATION, RANCHI

BID DOCUMENT

FOR

ANNUAL RATE CONTRACT

Tender Ref. No. : 111/Eng/RMC, Dated: - 01-06-2018

CHIEF ENGINEER
RMC, RANCHI

Notice Inviting Tender

Tender Reference No:- 111/Eng/RMC

Dated :- 01-06-2018

The undersigned invites Annual Rate Contract Percentage rate bids for the work mentioned in table below through e- Procurement from eligible and approved contractor registered in class III in Ranchi Municipal Corporation/Urban Development Department. The bid shall be submitted online in the website <http://www.ranchimunicipal.com> The bidder(s) should have necessary portal enrolment with their own digital signature certificate:

Sl. No.	Name of the Work	Bid Security* (Rs)	Cost of Document (Rs.)	Period of completion
1	3	5	6	7
01	Repairing of Drains within Jurisdiction Of Ranchi Municipal Corporation	50000	10000	01 Year
02	Construction of Slab of Different sizes.	50000	10000	01 Year
03	Construction of Precast Boundary pillar.	50000	10000	01 Year
04	Supplying and fixing barbed wire fencing.	50000	10000	01 Year

Note : Updated estimated cost should be considered for earnest Money

2. Period of availability of tenders online\date & time bidding on-line\last date of seeking clarification/of opening of tender papers are as give below :

Sl. No.	Procurement Officer	date of tender publish on website	Last date for submission of tender fee and earnest money.	Availability of tender on line for bidding		Place, Date & time of opening bid.
A	B		C	D	E	G
1.	Chief Engineer R.M.C, Ranchi	04-06-18	RMC, Ranchi 19-06-2018 4:00 P.M.	Bid downloading Date 04-06-2018 Time 02.30 P.M To Date 18-06-2018 Time 3:00 P.M.	Bid submission Date 04-06-2018 Time 02.30 P.M To Date 18-06-2018 Time 5:00 P.M.	RMC, Ranchi Date 20-06-2018 Time 12:30 P.M

3. Agreement with Bidders selected through e-procurement shall be eventually drawn in PWD Form No. F2.
4. The items of work, plan, specifications or any information in connection with the work can be seen in the office of the Ranchi Municipal Corporation, Ranchi on any working day during office hours before submitting bid.
5. Cost of tender/bidding document in the shape of Demand Draft issued by any nationalized/Scheduled Bank, within the State of Jharkhand in favour of Municipal Commissioner, RMC, Ranchi payable at Ranchi and cost of Earnest Money in the shape of 5 Years/ 6 years/10 years National Saving Certificate (8th issue) or 3/5 Years Post Office Time Deposit duly pledged from any Post Office or Fixed deposit, in favour of Municipal Commissioner, RMC, Ranchi (by designation only) shall be deposited in the office of the Ranchi Municipal Corporation, Ranchi on all working days between **04-06-2018 to 19-06-2018 up to 4:00 P.M.** either by registered post /Speed post or by hand. Only those applications will be entertained whose cost of tender paper and earnest money is received before **4:00 P.M. on 19-06-2018 RMC** will not be held responsible for the postal delay, if any, in the delivery of the document or non receipt of the same.
6. Insurance Guarantee Bond/Cash/Cheque/Bank Draft in place of those specified for EMD shall not be accepted.

- 5.1 Duly pledged Earnest Money, if any, lying with the concerned office against work already completed, shall not be adjusted by transfer. In such case the tenderer is required to get the same refunded/released and then attach the same with the tender, duly pledged afresh for the work for which tender is filled.
- 5.2 Tender not accompanied with required Earnest Money in the prescribed manner shall be rejected outright and will not be evaluated.
- 5.3 Clauses 5.1 to 5.2 shall not apply to tendere(s) who are exempted from depositing E.M but such tendere(s) must enclose Photostat copy of the exemption certificate issued by the competent authority in this respect.
6. In case the overall rates quoted by the tenderer/bidder is below than 10 (Ten) % of BOQ rates on overall items, this shall be treated as un-workable & the tender shall be treated as invalid tender.
7. It will be obligatory on the part of the tenderer to keep their offer open for acceptance for a period of 180 days from the date of opening of the tender.
8. Tenderer (s) shall enclose scanned copy of his/her/their registration & exemption certificate (if any) in absence of which the tender(s) may not be considered.
9. Letter of Registration in any Government organization, Govt. of Jharkhand., PAN Card, GST registration certificate, Updated Character Certificate, Income Tax Return for the last three year, and Work executed and participated during last 3 years with work completion certificate issued by concerned E/I shall be submitted by the tenderer or otherwise it shall be rejected. Priority will be given to tenderers who have completed more number of similar works in last three years in case of other conditions being similar among the bidder.
10. Authority reserves the right to reject any or all the tender(s) received without assigning any reasons thereof.
11. In the case of successful tenderer (hereinafter called contractor) the amount of E.M will be transferred towards Initial Security Deposit in such a manner so that the security deposit will form part of 5% of the approved amount of the approved tender & the remaining 5% shall be recoverable from the subsequent bills of the contractor.
12. The Earnest Money of the successful tenderer (hereinafter called the contractor) which accompany the tender will be forfeited in case the tenderer declines to sign the agreement or fails to deposit Security Money within 10 days of being called upon to do so.
- Those contractors, who are exempted from depositing E.M., will deposit initial security money within 10 days of being called upon to do so. If they fail to do so or decline to sign the agreement within the stipulated period, the requisite sum of money will be forfeited by way of adjustment from any sum to be paid to him by the department for other works, including his security money and in addition he may be Black Listed and subsequently his registration may be cancelled.
13. The N.I.T along with general rules, conditions of contract and special conditions of contract copies of which are available on the website – <http://jharkhandtenders.gov.in> will form the part of the Contract Document
14. It is essential for the tenderer(s) to have ownership/lease/hire of the following Machineries in working condition:-

Sl.	Plant and Machineries	Required Number
1	Water tanker	1
2	Concrete Mixer Machine	1
3	Needle Vibrator	1
4	Tractor	2

15. Tenderer(s) are required to attach with their tenders valid certificates regarding their actual ownership/lease/hire of; the machineries mentioned in clause 14 above, failing which their claim for allotment of the work shall be rejected.

16. Valid certificates/affidavit of actual ownership/ lease/hire of the above mentioned machineries attached with the tenders must prove that the tenderer / tenderer(s) himself/ themselves are actual bonafide owners of those machineries and the same are in working condition.
17. Payment against works will be made subject to availability of fund.
18. It is essential for the bidders to enclose scanned copy of his/her/UCAN Registration, EPF/EIC Registration failing which their claim for allotment of the work shall be rejected.
19. The work order would be issued to the selected contractor as and when required.
20. Carriage of Material may vary as per site requirements.

**Sd/-
CHIEF ENGINEER,
RMC, RANCHI**

GENERAL RULES

- 2.1 Bidders have to fill in all such information as required in the tender documents.
- 2.2 The rates quoted by the tenderer shall be inclusive of taxes, Royalty or any other Provincial and Central Taxes applicable at that time. Provisional or conditional tender shall not be accepted.
- 2.3 The tenderer shall be presumed to have carefully examined the conditions of the contract and specifications of the work. The tenderer will also be deemed to have inspected the work site and to have satisfied himself/herself/themselves independently as to the nature, extent and practicality of all works and required road approaches & other means of communication & access to the site, lands, buildings, available for accommodation that may be required for temporary purpose in connection with the contract of work, as also availability of construction materials, location of work site including its climate & other geological characteristic, availability of skilled, semi-skilled & un-skilled labourers. The consequences of the lack of necessary knowledge will be borne entirely by tenderer.
- 2.4. Generally. Specifications for Road & Bridge work (4th Revision) of Ministry of Road Transport & Highways. Government of India (MORT&H) (which could be purchased from The Secretary, Indian Roads Congress, Jamnagar House, Shahjahan Road, New Delhi-110011) in force would be followed for the execution of works. Those works or item of works, which are not covered by MORT & H specifications, shall be executed with B.C.D specifications or Circle specifications.
- 2.5 The tenderer shall submit a program of the execution of the work along with the tender.
- 2.6 The tenderer will maintain watch guards for the safety of the materials, if any, supplied by the department at his own cost.
- 2.7 All laborers engaged in the work are to be paid wages as per Minimum Wages Act in force at the time of execution of this work.
- 2.8 The tenderer will provide to the laborers, huts for shelter, drinking water and medical facilities at site and keep the site clean at his own cost.
- 2.9 On receipt of the written order from the Executive Engineer, RMC, Ranchi the successful tenderer will first deposit the balance amount of initial security deposit (ISD) within the specified period of ten days and then enter into an agreement with Executive Engineer on the basis of the stipulation in the approved tender documents before the issue of work order.

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SPECIAL CONDITIONS FOR CONTRACT

- 3.1 The successful tenderer (hereinafter called the Contractor) must maintain a site order book at each work site which will be produced when asked for by the departmental officers for needful. This book must at all times be available at the site and should be produced before any inspecting or supervising officer without fail. The instructions given in the site order book shall be complied by the contractor. A copy of the same should be kept by the J.E. The site order book may be submitted to E.E with running account bills, if required, but must be submitted with final bill.
- 3.2 The contractor should always remain available at the work site ,but where it is not so possible for him to do so, he must appoint a representative for the purpose who would be duly authorized by the contractor to receive instructions and carry out instruction of departmental officers ,and also to receive letters. He may also delegate to him any other power as he thinks fit ,but in every case he will inform immediately the concerned J.E., S.D.O and E.E regarding appointment of such representative along with his name and identity in writing by Regd. Post with A/D.
- 3.3 If the Royalty clearance certificate for mines/minerals used in the work is not produced with the bill, Royalty will be deducted from the concerned running bill, as per the instruction of the Department of Mines. Production of royalty clearance certificate along with the final bill is a must, failing which final bill will neither be passed nor paid, and for such non-payment or delay in payment, the whole and sole responsibility will be of the contractor alone.
- 3.4 Recovery of cost for materials supplied by the department will be made at the rates stipulated in the N.I.T and or agreement. For departmental materials found to be in excess of actual consumption calculated on the basis of approved design, drawing and specifications and/or field or laboratory tests with the contractor, recovery will be made at penal rate of the market rate prevailing at the time of effecting recovery plus 10%, whichever is higher as per rules, provided the same is not returned back by him in good and acceptable conditions to the departmental stores at his own cost.
- 3.5 The contractor shall provide sufficient plant, equipments and labour and shall work such hours and shifts as may be necessary to maintain the progress schedule. The working and shift hours shall comply with all Govt. rules and regulations in force from time to time during the entire period of execution of the contract work.
- 3.6 The contractor should get the sample of all the materials approved by the E/I, before collecting the same for use at work site. The sample in sealed glass jars shall' be kept in the custody of the E/I.
- 3.7. The contractor shall have to get tested the strength of cement concrete(both plain & reinforced)for each days casting as per IRC codes. Achievement of the prescribed cube strength is a must. The cost of concrete cubes moulds, curing, carriage of cubes to and from the testing laboratory and all other incidental charges incurred in this regard shall be borne by the contractor.
- 3.8. The contractor shall conduct as many tests on materials, intermediate products such as bitumen mix or the final work as require under the MORT & H specification at his own cost. He shall also if required by the E/I, arrange for such test. If the quality of materials appears to be inferior or the portion of the work is found to be defective or unsound, the contractor may be asked to remove and or pull down and re-execute the same at his own cost. The contractor shall bear all costs in this regard, without any relaxation in regard to period of contract.
- 3.9 For works exceeding Rs.50 (Fifty) Lacs, it will be obligatory for the contractor to keep a properly equipped testing laboratory near the work site at his own cost, where he will get the samples tested as per relevant IRC Code.
- 3.10 All rejected materials will have to removed from the site by the contractor, after their rejection, within seven days from the date of written order of E.E, failing which the E.E will get these removed in whatsoever manner he thinks fit and will recover the cost involved for such removal from the contractor after lapse-of seven days time.

- 3.11 If the actual lead of materials like stone metal, stone chips, boulder, bricks, sand , moorum etc., is found to be less than the lead provided in the BOQ, then its payment will be made proportionately on reduced rate. (Reduction in rate will be made in the ratio of approved rate and rate provided in the BOQ remaining the same).
- 3.12 It will be essential to do all items of road works (Original work) in sequence in a scientific manner. It should not be organized in a haphazard way such as collection of materials in some Kilometer, box- cutting in other Kilometers, consolidation work in patches etc. Work shall be executed in a such a manner which leads to progress of all items of work simultaneously Kilometer-wise, quantity- wise always from one end to the other, so that the complete road is available for use in one stretch from that very end.
- 3.13 The department reserves the right of omitting or suspending the construction or changing site etc., if considered necessary at any stage.
- 3.14 The work incidental to items included in the BOQ shall not be paid extra and the tendered rates are deemed to include these:-
 (i) Site clearance such as clearing of shrubs, bush, wood-undergrowth & small trees not exceeding 12" in girth measured at 3' above the ground.(ii) Setting out works, profile, lay-out etc. (iii) Benching or excavation of foundation trenches (iv) Excavation for insertion of planking and shattering.(v) Forming (or leaving) stop in sides of deep excavation & their removal after measurement.(vi) Bailing out rain water/and or surface water in case the excavated foundation trenches were filled up by these during entire period of construction.(vii) Removing slips or fells in excavation, (viii) Making vats, platform, channel etc.
- 3.15 The contractor may use his own machinery for completion of the work within the time stipulated in the contract, the carriage of machinery to different sites under this contract from one place to another for this work will be the responsibility of the contractor and all expenses in this regard will be born by him.
- 3.16 CLAIM SHALL NOT BE ADMISSIBLE under following circumstances :-
 a) Extra items of work done without written order of competent departmental officer.
 b) In case of sudden fluctuation and / or increase in rates of labour, materials, royalty, various taxes, railway freight, fuel, lubricants, carriage cost etc. at any stage of the work
 c) Short supply and / or non-supply and / or delay in supply of departmental materials and / or equipments.
 d) Non-availability of labour of any category required for the work.
 e) Labour sitting idle due to any reason / cases.
 f) Delay in communication regarding any changes or modification in design, drawing; specification, alteration & addition etc.
 g) Loss sustained due to :-
 1) Acts of enemies including agitation by Public and Riot.
 2) Transportation and Procurement difficulties.
 3) Natural Calamities.
 4) Any other circumstances beyond human control.
- 3.17 The contractor shall, if required by the E/l arrange to test materials at Site or get them tested in recognized departmental testing laboratories at his own cost in order to prove their soundness and sufficiency as per specifications laid down. The number of tests required for different items will be specified by the E/l.
- 3.19 The tenderer will have to enclose an affidavit as per format annexed for arranging the Paver finisher and other equipments shown as credential, not specifically required to be owned, on hire or otherwise, as may be necessary for completion of this specific work.
- 3.20 Defeats liability period will be 06 Months from the date of completion of work.

Sd/-
CHIEF ENGINEER,
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AFFIDAVIT

1. I,the undersigned, swear that after receiving the letter of award of work, I will arrange the requisite tools and machinery other than those specifically required to be owned by purchase, lease or hire and submit the proof thereof, at the time of execution of the Agreement.
2. I,.....the undersigned swear that, I will employ a degree holder engineer with at least 3 year's experience or a diploma holder engineer with at least 5 year's experience for the above work.
3. I,the undersigned swear that, I will establish a fully equipped site laboratory for the aforesaid work with a trained laboratory technician.
4. I,.....do authorise the Executive Engineer, RMC, Ranchi to cancel the award and also forfeit the-security money already deposited with the department in case the Para 1, 2 & 3 as mentioned above is not fulfilled.

(Signed by an authorized officer of the Firm)

Title of officer

Name of Firm

DATE

INSTRUCTIONS TO BIDDERS (FOR F2 CONTRACT)

Detailed instructions & documents to be furnished for online bidding

1. Guidelines for online submission of bids can be downloaded from the website <http://jharkhandtenders.gov.in>
 2. Interested bidders can download the bid from the website; <http://jharkhandtenders.gov.in>
 3. Bidders in order to participate in the bidding process have to get 'Digital Signature Certificate (DSC)', as per Information Technology Act-2000 to participate in online bidding. This certificate will be required for digitally signing the bid. Bidders can get the above mentioned digital signature certificate from any approved vendors (CCA). Bidders, who already possess valid Digital Certificates, need not procure new Digital Certificate.
 4. Bidders have to submit their bids online in electronic format with digital Signature. Bids without digital signature will not be accepted. No proposal will be accepted in physical form.
 5. Bids will be opened online as per time schedule mentioned in the NIT.
 6. Bidders should be ready with the scanned copies of cost of documents & EMD as specified in the tender document. Before submission of online bids, bidders must ensure that scanned 'copies of all necessary documents have been attached with bid.
 7. Bidders have to produce the original Demand Draft towards tender fee & EMD as mentioned in N.I.T to the Office of Ranchi Municipal Corporation, Ranchi (Engineering Cell) during the period & time as mentioned in the NIT failing which bid will not be accepted. The details of cost of documents, EMD specified in the tender documents should be the same as submitted online (scanned copies) otherwise tender will summarily be rejected.
 8. Uploaded documents of the successful bidder will be verified with the original before signing the agreement. The successful bidder has to provide the originals to the concerned authority.
 9. The department will not be responsible for any delay in online submission due to any reason what so ever. No claim shall be entertained on account of disruption of Internet services being used by the bidder. Bidder are advised to upload their bids well in advance to avoid last minute technical snags.
 10. All requires information for bid must be filled and submitted online.
 11. Other details can be seen in the bidding documents.
- B. Details of documents to be furnished for online bidding
1. **Scanned copies of the following documents to be up-loaded in pdf. format on the website <http://jharkhandtenders.gov.in>**
 - i. D.D. towards Tender fee.
 - ii. Duly pledged EMD
 - iii. Letter of Registration registered in class III in Ranchi Municipal Corporation/ Urban Development Department.

- iv. PAN Card
 - v. GST Registration Certificate
 - vi. Updated Character Certificate
 - vii. Income Tax Return for the last three years.
 - viii. Work executed and participated in any work department of Jharkhand during last 3 years with work completion certificate issued by concerned E/I.
2. Scanned Copies of the Certificates showing details of machineries owned or possessed on hire should be uploaded after converting the same to .pdf format.
 3. Affidavit stating bidder's agreement with the general rules, conditions of contract, special conditions of contract must be submitted with bid in pdf format. The bidder who disagrees on the conditions will not be eligible to participate in the tender.
 4. Affidavit regarding arranging other required equipment and personnel, laboratory etc. in the format appended with the bid document should be submitted in the pdf format.
 5. Duly filled in & digitally signed BOQ.
 6. Uploaded documents of successful bidder will be verified with the original before signing the agreement. The successful bidder has to provide the originals to the concerned authority on receipt of such letter, which will be sent through registered post or delivered by hand.
 7. Each uploading shall be digitally signed by the bidders.
 8. Corrigendum/Addendum/Corrections if any, will be published only in the website <http://jharkhandtenders.gov.in>.

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