



NATIONAL INSTITUTE OF TECHNOLOGY KARNATAKA, SURATHKAL

(An Autonomous Institute of the Ministry of Education, Govt. of India)

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No. 97/33kV/Tender -01/2021-22/HD

Date: 09 -04-2021

NOTICE INVITING e-TENDERS [On e-Procurement mode in CPPP portal]

Name of work: Operation and comprehensive maintenance of 33kV substation (excluding cost of spare parts of equipment/ machineries) at NITK, Surathkal.

Estimated amount put to tender : ₹ 5,534 per day excluding GST
[i. e ₹19,95,480 per year excluding GST]

Earnest Money deposit (EMD) : In the form of Bid Security Declaration.

Cost of Tender document : Nil

1. National Institute of Technology Karnataka, Surathkal (in short - NITK, Surathkal; hereinafter referred as the "Institute") is an autonomous Technical Education Institute of the Ministry of Education, Government of India imparting technical and science education. National Institute of Technology Karnataka, Surathkal is an "Institutes of National Importance" notified by the Govt. of India under the NITSER Act – 2007 (Act No. 29 of 2007). The Institute is fully funded by the Government of India; and is governed by NITSER Act. NITK, Surathkal is located about 22 KM north of Mangaluru within Mangaluru City Corporation limits.
2. NITK, Surathkal has one electrical substation of 33kV capacity distributing electrical power to the campus. This electrical substation was established in the year 2010. The Institute intends to engage a contractor meeting the eligibility criteria as specified in the NIT and Tender document for **daily operation and regular maintenance of the said 33 kV substation on contract basis.**
3. In this connection, e-tenders are invited from the intending bidders.

The contract shall be effective from the date of handing over the systems for operation and maintenance as specified in the letter of intent/ work order. **The contract period shall be for TWO YEARS subject to the fulfillment of terms & conditions of the contract; and subject to satisfactory performance of the contractor.** The contract is also extendable for further one-year subject to satisfactory performance of the contractor and at mutual consent

4. The e-tenders invited are on techno-commercial basis on e-Procurement mode. **The intending bidders shall submit their bids through the e-Procurement module of the Central Public Procurement Portal-URL: <https://eprocure.gov.in/eprocure/app>.** Any tender, if submitted off-line (Manually) shall not be entertained.
5. Detailed procedure for submission of e-tenders is available in the website <https://eprocure.gov.in/eprocure/app>
6. The calendar of events of e-Tender are as follows:

(i)	Start date for downloading Tender Doc.	13-04-2021 (09:00 hours)
(ii)	Date for seeking pre-bid clarifications	14-04-2021 (09:00hrs) to 20-04-2021 (17:00hrs)
(iii)	Date of uploading pre-bid clarifications	21-04-2021 (between 10:00hrs & 12:00hrs)
(iv)	Start date for e-Bd submission	22-04-2021 (10:00 hours)

(v)	End date for e-Bid submission	29-04-2021 (15:00 hours)
(vi)	e-Bid Opening date (Technical Bid)	30-04-2021 (15:30 hours)
(vii)	CPPP URL	https://eprocure.gov.in/eprocure/app

Pre-bid clarifications (There is no in-person meeting): In case, bidder has any doubt about the specification, scope of work, terms and conditions of contract, clauses of contract or meaning of any contents of the tender document, he shall seek clarification by sending his query through email as follows:

Email address for sending query: re.electrical@nitk.edu.in (with cc to kamila@nitk.edu.in)

Query seeking clarification should be e-mailed before the scheduled end date and time mentioned above. **No query shall be entertained if received after the said end date and time.** The Institute shall upload its clarifications to the e-procurement portal as per the schedule mentioned above under "Corrigendum". This corrigendum shall form part of the tender document.

7. **Earnest Money Deposit (EMD):** The intending bidder (except NSIC/MSME/Startups) must submit a 'Bid Security Declaration' declaring disqualification of his bid in case the bid is withdrawn or modified by him during the bid validity period. The format of 'Bid Security Declaration' is available in the Tender Document. 'Bid Security Declaration' duly signed be uploaded while submitting the e-bid. **Tenders received without the 'Bid Security Declaration' will be rejected.** In the case of NSIC/MSME/Startup bidders seeking exemption from EMD, they shall upload NSIC/MSME/Startup certificate (obtained for relevant NIC & Activity).
8. **SECURITY DEPOSIT (SD):** The **successful bidder** should deposit an interest free security deposit of ₹ **2.00 lakh** (Rupees Two lakh only) before entering into the agreement through RTGS/NEFT/ Bank guarantee bond [in the specified format valid for a minimum of 36 months]/ Demand Draft of any scheduled bank drawn in favour of the **Director, NITK, Surathkal.**
9. **Instructions for submission of e-tenders:**
 - 9.1 **Technical bid:** The bidder shall upload all documents that are insisted in the Tender Document for evaluation of the technical bid. The bidders are advised to note that not furnishing complete information that are called for or not giving it in clear terms or making any changes in the prescribed formats or deliberately suppressing the information shall result in rejection of their bid. The bidders are advised **not to upload** any documents **that are not insisted/ irrelevant documents** such as copy of agreement, work order etc. The bidders may follow the check-list on "Documents to be uploaded" given in the Tender Document. The bidder is required to submit the details of similar works carried out, similar works in hand, and the manpower in Roll if the bidder. The bidder will have to submit an 'Tender Conditions Acceptance' letter.
 - 9.2 **Price bid: The price bid shall be quoted on per day basis.** The quoted bid shall comply to all the requirements and obligations of the bidder under Contract labour (Regulation and Abolition) Act 1970 and latest amendments; Contract Labour (Regulation and Abolition) Rules 1971 and latest amendments; The Code on Wages (Act No. 29 of 2019) and the Rules notified under the Code on Wages; The Code on Social Security (Act No. 36 of 2020) and Rules notified under Code on Social Security [*erstwhile Payment of Gratuity Act 1972 and amendments; Employees' Provident Fund and Miscellaneous Provisions Act – 1952; Amendment Act 1988 and other amendments; Employees State Insurance Act – 1948 and Amendment Act – 1989 & 2010 and other amendments; The Employees Compensation Act, 1923 and its amendments*]; Shops and Commercial Establishments Act as amended up to date; all other acts and rules related to Labour employment - failing which the price bid is liable for rejection. Price bid should be quoted downloading the specified format and then be uploaded.

10. **Minimum eligibility criteria for qualifying in Technical bid:**

- 10.1 The bidder must have valid registration issued by the Chief Electrical Inspectorate, Govt. of Karnataka as Class-1 Electrical Contractor or above. A self-attested copy of registration should be uploaded to e-Procurement portal while submitting e-tenders.
- 10.2 The bidder must possess GST registration – self attested copy should be uploaded.
- 10.3 The bidder must possess PAN registration with Income Tax department – self attested copy should be uploaded.
- 10.4 The bidder must be registered under Employees Provident Fund (EPF) Act – self attested copy should be uploaded.
- 10.5 The bidder must be registered under Employees State Insurance (ESI) Act – self attested copy should be uploaded.
- 10.6 The bidder must have the previous experience of having **successfully completed** similar work as follows:
- (i) Successful completion of at least one single similar work of not less than 33kV capacity.

Similar work means operation and maintenance of 33kV & above substation **for at least two years** **OR** installation of substations of 33kV or above in any Government Department/ Government Undertaking/ Public sector/ Private sector/ Private Organization or Private Firm.

Any running contract if already completed two years as on the date of submission of bid shall also be considered as completed work. Self-attested Copy of “Work Done/ Work experience certificate” issued by the employer/ client should be uploaded as proof of his experience. If Work done/ experience certificates are from private sector/organization/ firm, the same should be accompanied by a TDS certificate. **Please note that Work Orders/ agreement copies shall not be considered as Work Done Certificate.**

- 10.7 The bidder should not have abandoned or suspended any awarded work of any organization during the past five financial years. The bidder should not have been blacklisted / debarred for competing by any organization during the past five financial years. Relevant proof in the form of affidavit (format as in the Tender Document) duly sworn in this regard should be uploaded.
11. **The bidders enlisted under MSME/NSIC/ Startups** [Startups as recognized by the Department of Industrial Policy and Promotion (DIPP)] are requested to note that the present notice inviting e-tenders is **not for the “Supply of Goods”**, but for engaging a contractor under **works contract**. If bidders enlisted under NSIC/MSME (under relevant NIC & Activity)/ Startups are interested in participating in the tender, they may participate subject to fulfillment of the conditions of this notice inviting tender. **MSEs/Startups are exempted from paying EMD and from the requirement of previous experience as per MSE orders**
12. The Price bid of those bidders who qualify in the Technical bid shall only be opened. The Institute shall evaluate the Technical bid strictly on the basis of eligibility criteria stipulated in the Tender document. If found necessary, the Institute shall verify the veracity of such documents from any sources as deemed fit and/or seek clarifications from the bidder. The decision of the Institute in this

regard is final and binding on the bidder. No representations from the bidder in respect of decision of the Institute on evaluation of the technical bid shall be entertained.

13. **If a bidder qualifies in the technical bid and if his price bid is found to be violating any of the provisions/ obligations of the bidder as mentioned in Para 9.2 above, then such price bid will be treated as “Non-responsive” and rejected.**
14. The bidder should inspect the site conditions before quoting his bid and get all related information from the Institute. Any further details if required may be obtained from the office during the office hours.
15. The Institute reserves the right of rescheduling the calendar of events, make modifications to tender document before its submission by the bidder, cancelling the tender or accepting any tender other than the lowest or rejecting all the tenders.

Registrar
NITK, Surathkal.

INSTRUCTIONS TO THE BIDDER FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates.

The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>

REGISTRATION:

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS:

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value,

etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS:

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS:

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to

download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS:

- 1) Any queries relating to the **tender document** and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

Contact persons of the Tender Inviting Authority:

Queries relating to the **tender document** : **Assistant Engineer, B&W Section, NITK.
Phone 0824 – 2473018/ Cell No. 94496 40066.**

Queries relating to the **Site visit / work** : **Resident Engineer, NITK.
Phone 0824 – 2473028/ 2473029
Cell No. 9441563055.**

Permission for campus entry : **Security Officer – Cell No. 9480691382**

- 2) Any queries relating to **the process of online bid submission** or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

For any **technical related queries**- 24 x 7 Help Desk Number: 0120-4001 002 /0120-4001 005/ 0120-6277 787