INDIAN INSTITUTE OF MANAGEMENT SHILLONG

Umsawli, Shillong-793018

Website: www.iimshillong.ac.in

Tender No: K1-1302/1/2023-ENGG/1962 Dated 17 / 02 /2023



Notice Inviting e-TENDER (NIeT)

For

Lighting decoration of Campus including all associated work for the 14th Convocation of Indian Institute of Management, Shillong at Umsawli Campus.

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DETAILED NOTICE INVITING e-TENDER

Tender No: K1-1302/1/2023-ENGG/1962

Online tenders, in two bid system are invited on behalf of Director, IIM Shillong from eligible, Licensed & experienced agencies /vendors for Lighting decoration of Campus including all associated work for the 14th Convocation of Indian Institute of Management, Shillong at Umsawli Campus.

NIT No	K1-1302/1/2023-ENGG/1962			
Name and Location of Work	Lighting decoration of Campus including all			
	associated work for the 14th Convocation of Indian			
	Institute of Management, Shillong at Umsawli			
	Campus			
Estimated Cost:	Rs. 4.55 Lakhs			
EMD (Ernest Money Deposit)	Rs. 9,100/- to be paid via following Payment link Online:-			
Refundable	https://erp.iimshillong.ac.in/fee/PaymentPortal/GeneralP			
	ayment.aspx?p=unPpDMmNMgyLM9LLfrXUhXoSTjyLV			
	w6DxTjCWVtMbdUcKbkE3r0UFLeyKdQZhfDhuDlUv7e1			
	SDuUkTvkxgt%2bKH%2by88BEywKV48qmS1ACrl8e79			
	SiKjhLyRfJspzn5rBCp3S%2bM1zQfw1oZ6%2fD0c22%2 b4ZQGntm5hoB6rQQg8tWeJX1qe04GkbrtlfwHl9fXy%2f			
	8M0vJ7H5cYNzPiQYDw8LnH587rSEXAGQL			
Date of Completion of the Work	5 days from the date of issue of Lol/ Work Order.			
Date of Issue/e-Publishing at CPPP	09.03.2023 at 16.30 Hrs			
website	03.00.2023 at 10.30 1113			
https://eprocure.gov.in/eprocure/app				
Document Download Start Date and				
time	09.03.2023 at 18:55 Hrs			
at CPPP website	03.00.2023 at 10.30 1113			
https://eprocure.gov.in/eprocure/app				
Document Download End Date and	18.03.2023 at 18:55 Hrs			
Time	10.03.2023 at 10.33 fils			
at CPPP website				
https://eprocure.gov.in/eprocure/app				
Tender Queries should reach by	Latest by 15.03.2023 till 16:30 Hrs.			
	Tender queries received later than the date and time as			
	mentioned above shall not be entertained.			
	Pre-Bid queries should only be emailed to			
	sm@iimshillong.ac.in and exec.engr@iimshillong.ac.in			
Pre Bid Meeting	16.03.2023 at 15.00 Hrs			

Last Date and Time for receipts of Tender online at CPPP website https://eprocure.gov.in/eprocure/app	19.03.2023 till 16.30 Hrs
Date and Time for opening of Tender at CPPP website https://eprocure.gov.in/eprocure/app	20.03 2023 at 11.00 Hrs
Date and Time for Financial Evaluation at CPPP website https://eprocure.gov.in/eprocure/app	To be declared after successful evaluation of technical bid documents.
No. of Bids	02 (Two bids) {Technical and Financial}
Bid Validity days	30 days (From the date of opening of financial bid)
Address for correspondence	Store and Purchase Office, IIM Shillong, Umsawli, East Khasi Hills, Shillong-793018, Meghalaya Office Contact No: 0364-2308012/2308070 Email: spo@iimshillong.ac.in

Sd/-

Chief Administrative Officer (i/c) IIM Shillong

1.0 INSTRUCTIONS FOR ONLINE BID SUBMISSION:

- 1.1 Bidders would be required to register on the Central Public Procurement Portal at https://eprocure.gov.in/eprocure/app using a valid Digital Signature Certificate (DSC) and valid email address to be able to participate in the bidding process. On registration with the Portal they will be provided with a user id and password by the system through which they can submit their bids online.
- 1.2 Digital Signature Certificate (DSC) may be obtained from any authorized agencies registered with the Certifying Authority (CA), through National Informatics Center (NIC) in India.
- 1.3 Bidders can download the bid document from Central Public Procurement Portal website at https://eprocure.gov.in/eprocure/app and required to submit the bid online by scanning and uploading all the relevant documents through the online Portal only.
- 1.4 Tender information is also available in the Institute's website at https://www.iimshillong.ac.in/tender-notices/. Any further detail regarding Amendment /Addendum /Extension/ Corrigendum (if any) will be upload online only at both the given websites.
- 1.5 Earnest Money Deposit (EMD)(Refundable) as mentioned at **Detailed Notice Inviting e-Tender** above, has to be deposited as per online link provided. Bidders are required to upload the transaction receipts. A copy of the same has to be mailed spo@iimshillong.ac.in and accountsofficer@iimshillong.ac.in clearly mentioning the firm's name and Tender ID no. along with tender description, No other mode of EMD payment will be accepted.
- 1.6 The bid submitted shall become invalid if-
 - The bidder doesn't pay EMD to the Institute on or before the last date and time of online submission of the tender document.
 - ii The bidder doesn't upload all the relevant testimonials as mentioned in this tender document.
 - The Bidders will be required to produce the original copies of the eligibility criteria documents along with other document mentioned in the tender whenever needed at the various stages of tendering {if required}. Any discrepancy is noticed in the uploaded documents with reference to the original documents, the bid will be treated as invalid.
- 1.7 The tender document shall be uploaded in two parts as follows:
 - 1.7.1 "**TECHNICAL BID":** This stage shall contain the Techno-Commercial Bids comprising along with list of the documents.
 - 1.7.2 "FINANCIAL BID": This stage shall contain only the Price Bids
- 1.8 Payment to the vendor for supply of items/services at IIM SHILLONG shall be made through E-payment.

Sd/-Chief Administrative Officer (i/c) IIM Shillong

2.0 GENERAL TERMS & CONDITIONS:

2.1 INSTRUCTIONS TO BIDDERS

General Conditions of Tendering

- 2.1.1 <u>Tender document</u>: One set of tender documents along with one set of BOQ are uploaded in the CPPP portal along with the drawings/ specifications/brochures etc (if any). Bidder shall download the tender documents and are advised to read the instructions carefully to ensure that his response complies fully before participating in the CPPP portal along with their offer letter.
- 2.1.2 Tender validity: Tender shall remain valid for a period of 90 days from the date of opening of the financial bid. The bidder shall not be entitled during the said period to revoke or cancel his tender or to vary the tender given. In case of bidder revoking or cancelling his tender, the Institute will forfeit the earnest money paid by him along with the tender. Bids shall be revalidated for extended period as required by Institute and will be published in CPP Portal and Institute's website.

2.1.3 Tender submission:

- Bidders must uploaded their documents by the time and date mentioned in the Notice Inviting e-Tender in the CPP Portal (www.eprocure.gov.in), within stipulated time. Bidder may go through the given special instruction before participation in e-Tendering.
- 2. The tender and all details submitted subsequent to the tender shall be esigned by any one, legally authorised to enter into commitment on behalf of the bidder.
- 3. If bidder have a relative or relatives or in the case of a firm or a company, one or more of its shareholders or a relative or relatives of the shareholder(s) employed in IIM SHILLONG, the authority inviting tenders shall be informed of the fact at the time of submission of the tender, failing which the tender may be disqualified or, if such fact subsequently comes to light, the Institute reserves the right to take any other action as it deems fit in accordance with any applicable law, rules, regulations or the like in force for the time being.

2.2 Bidder's responsibility for bid & Clarification:

- 2.2.1 The details presented in this tender document consisting of conditions of works/ supply/ service contract, scope of work, technical specifications/ requirements have been compiled with due understanding of the requirement, it is also the bidder's responsibility to ensure that the information provided are clearly understood.
- 2.2.2 The bidder shall be deemed to have inspected, examined and understood the site of / supply/ service and including surroundings and other information in connection therewith and to have satisfied himself before submitting his/her tender as to all the prevailing conditions and deemed to have obtained all necessary information as to the risks, contingencies and other circumstances which may influence or effect his/her tender. Bidder's quote is the responsibility of bidder and no relief or consideration can be given for errors and omissions.

- 2.2.3 Bidder may request clarification at any time up to the mentioned last date of seeking Clarification. Such clarification requests shall be addressed to the **Store & Purchase Officer**, **IIM Shillong (Email: spo@iimshillong.ac.in)**
- 2.3 **Pre-Bid meeting**: Techno-commercial discussion with the Bidders will be arranged {if required}. The bidder shall depute his representative(s) with authority for attending the discussion.

2.4 Amendments.

Institute may issue clarifications/ amendments in the form of addendum/ corrigendum during the tendering period. For the addendum/ corrigendum issued during the tendering period, bidders are required to check CPP Portal (https://eprocure.gov.in/eprocure/app) and the Institute's website (www.iimshillong.ac.in) for details. No other mode of notice will be given.

2.5 Scope of Tender

The complete scope of works/ supply/ service has been defined in the tender document. Only those Bidders who undertake total responsibility for the complete scope of works/ supply/ service in line with basic scheme and scope as defined in the tender document shall be considered.

2.6 Deviations in terms and condition

Bidders are required to submit offers strictly as per the terms and conditions and specifications given in the tender document and not to stipulate any deviations/ exceptions. Conditional tenders are liable to be summarily rejected.

2.7 Institute's right

Institute reserves the right to accept a tender other than the lowest and to accept or reject any tender in whole or in part, or to reject all tenders with or without notice or reasons. Such decisions by Institute will bear no liability whatsoever consequent upon such decisions.

2.8 Earnest money

- 2.8.1 The tender is to be accompanied by Earnest Money (interest free) for the amount indicated in NIeT. EMD is 2% of Tender Value/ Estimated Value.
- 2.8.2 The intending bidder registered with the competent government authorities as a Micro or Small Enterprises under MSME Scheme (having Valid Registration) shall be exempted from payment of EMD as per the existing government policies. Such intending bidder shall furnish valid registration certificate issued by the competent government authorities and the registration certificate must cover the item/work/service tendered to get EMD exemptions. If the bidder fails to submit valid registration certificate his claim for EMD exemptions shall not be entertained.
- 2.8.3 If the bidder, after submitting his/her tender, revokes his/her offer or modifies the terms and conditions thereof during the validity of his/her offer except where the Institute has given opportunity to do so, the earnest money shall be liable to be forfeited.
- 2.8.4 After placement of Work Order/ Supply Order on successful bidder, the earnest money will be refunded to the unsuccessful Bidders. For successful

- bidder, the EMD will be converted to Security Deposit without any interest and will be refunded after one month of successful completion of Work or Defect Liability Period whichever is applicable.
- 2.8.5 In case of cancellation/ withdrawal of this 'NIeT' i.e. Notice Invitation to e-Tender by the Institute, which it shall have the right to do at any time, the earnest money paid with the tender will be refunded to Bidders without any interest.

2.9 Tender requirement

2.9.1 Technical and Price Bid

- 2.9.1.1 The technical bids will be opened online by a committee duly constituted for the purpose at the time and date as specified in the tender document. All required documents against Notice Inviting e-Tendering documents need to be uploaded at CPP Portal as per checklist at Annexure III by the bidders and verified by the Digital Signature Certificate (DSC). The same will be downloaded for technical evaluation and the result of technical bid evaluation will be displayed on https://eprocure.gov.in/eprocure/app in which can be seen by all bidders who participated in the tender.
- 2.9.1.2 It is important that bidder clearly demonstrates his ability, giving to Institute a high level of confidence that the bidder will be able to perform the works/ supply/ service within the schedule and meeting the other requirements listed in the tender document. Failure to do so may result in disqualification of the tender.
- 2.9.1.3 Priced bid of Technically qualified bidders will be opened on designated date.

2.10 PERFORMANCE GUARANTEE:

An amount equal to 3% of Work Order/ Contract Value requires to furnish within 2 weeks of receipt or as mentioned in the work order as Performance Security. The Performance Security & EMD of the successful bidder shall be retained by the Institute as a Performance Guarantee. At the successful completion of contract & its Defect liability period if applicable, the Performance Guarantee will be refunded to the bidder after one month. For Performance Security, MSME registered firms who have sought exemption for submission of EMD will also requires to furnish a Performance Bank Guarantee (PBG) to the amount of 3% of the contract / Work Order value within 2 weeks or as mentioned in the work order.

2.11 Completion Certificate:

Upon satisfactory completion of contact/supply/work, a Completion Certificate will be issued by the Institute.

2.12 Liquidated Damages for delayed completion/ supply:

If the successful bidder fails to perform within the stipulated time then penalty at the rate of 0.5% per week of delay or part thereof subject to a maximum of 10% of the Work/contract/ supply order value will be levied and deducted from the payment due to the firm.

2.13 Work/ Purchase at Risk and Cost

The institute reserves the right to get the whole or part of the work/ purchase executed by some other agency at the risk and cost of the bidder to whom the contract has been awarded if it is found that the quality and/or the progress in respect of whole or part of the Work/ contract/ supply is not satisfactory.

2.14 Insurance

The bidder shall take insurance to cover any accident or accidents of nature, for an amount as required for the type of Work/ contract/ supply against damage /loss/ injury to property or person or loss of life during the complete period of the supply/ contract.

2.15 Indemnity

The bidder shall indemnify and keep indemnified the institute against all losses and claims for injuries and or damages to any person or property.

2.16 Jurisdiction

Any dispute or difference which may arise shall be referred to the Director IIM Shillong for settlement whose decision shall be final and binding. Any dispute are subject to Shillong court's jurisdiction only.

3. ELIGIBILITY CRITERIA:

Bidders who fulfill the following requirements shall only be eligible to apply (joint ventures are not accepted):

3.1 Criteria of eligibility for submission of bid documents:

i) The bidders having experience of successfully completed similar works during the last 5 years ending December 2022.

The bidder must have done at least 1 (ONE) similar work of value of 80% of the estimated cost or 2 (TWO) similar works for projects each of value 60% of the estimated cost or 3(THREE) similar work for projects each of value 40% of the estimated cost with Government/ Semi-government/ PSU/ Academic Institute & Govt. Autonomous bodies (IIM/IIT/AIIMS/ Central Universities).

Important Note: Similar work shall mean educational campus lighting decorations works or large buildings decorations works having an area of not less than 5000 Sqm.

3.2 Performance / Work Experience: Certificates of work experience and other documents as specified in the tender document shall be countersigned scanned and uploaded to the e-Tendering website.

3.3 Certificates: (scanned copy of original certificates to be uploaded)

- 3.4.1 Relevant work experience certificate which includes
 - a) Copies of Work Order
 - b) Copies of Work Completion Certificate.

Other terms & Conditions:

- 1. The intending bidder must read the terms and conditions carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.
- 2. Concern Information and instructions for bidders posted on Institute's & CPPP website shall form part of bid document.
- 3. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from CPPP website www.eprocure.gov.in
- Joint ventures are not accepted.

List of Documents to be submitted online: The tenderer shall arrange his valid documents and **upload the scanned** copies in the CPPP portal <u>www.eprocure.gov.in</u> in the following order after self-attestation with appropriate seal or digitally signed:

- 1. Offer letter in the bidder's letter head duly sealed & signed (as per given Proforma in Annex-I)
- 2. Earnest Money Deposit and its details (as per instruction given in the Notice Inviting e-Tender)
- 3. Email attaching Receipt for Deposition of EMD.
- 4. Valid GST registration certificate.
- 5. PAN Card.
- 6. ANNEXURE I to ANNEXURE-III (duly filled in and signed).
- 7. Certificates of experience for the value already mentioned in the Tender.
- 8. Electrical Contractor's License.
- 9. Registration certificate of firm (If any)
- 10. Valid Trade License for Non Tribal Contractor.
- 11. Any other relevant documents, tenderer desires to submit.

Sd/-Chief Administrative Officer (i/c) IIM Shillong

4. SCOPE OF WORK/ SUPPLY/ SERVICE & TECHNICAL SPECIFICATIONS/ REQUIREMENTS

Scope of Work Cum Schedule of Quantities

Lighting decoration of Campus including all associated work for the 14th Convocation of Indian Institute of Management, Shillong at Umsawli Campus.

SI. No.	Description of Items/ Particulars	Units	Quantity
1	Hiring charges for LED Strip /Rope decoration Lights & fittings complete including fixing, testing and dismantling as per direction of EIC	feet	9500
2	Hiring charges for 20W or more PAR LED multicolor Focus for Decoration complete fittings including fixing, testing and dismantling as per direction of EIC.	Each	120
3	Hiring charges for 50W or more LED decoration flood Light complete fittings including fixing, testing and dismantling as per direction of EIC.	Each	50
4	Main & Distribution FRLS PVC Copper wiring of appropriate sizes for the above lighting including fixing, testing and dismantling.	L/s	L/s
5	Hiring charges including fixing, testing & dismantling of 4+12-way TPN DB with appropriate size of 4P Isolator & MCBs for the above installations.	Set	4
6	Maintenance, Operation and guarding the above installation with licensed electrician for round the clock for two days.	Each	3
7	Hiring charges of LED rice decorations lights including fitting, fixing complete and removing of the same	Feet	8000
8	Transportation	L/s	L/S

Signature of the tenderer

Note:

1. The quantity shown above are indicative only and may vary as per requirement.

5. SPECIAL TERMS & CONDITIONS:

- 1. Sufficient man-power should be available for the task assigned under this tender so that the works can be finished within scheduled time. Technical manpower should also be provided to ensure safety of all electrical works throughout the campus. Proper electrical connections to be made so as to avoid any hazard due to the work entrusted with the contractor. All electrical joints must be properly insulated so as to avoid short circuiting and fire. Firms having past experience of making arrangement for convocation or similar events shall be given preference.
- **2.** The contractor/ firms will be responsible for getting safety clearance certificate (if required) from any concerned government authority such as Inspectorate of Electricity etc. and the same should be made available to the Institute on this account.
- **3.** Contractor himself will be responsible for safety and security of his material and the institute will not be responsible for any damage / theft of material of the contractor.
- 4. For any emergency situation, the contractor will provide solution related to his work at no extra cost.
- **5.** All material used must be of very high quality failing so appropriate deductions will be made from the bill. In case, it is found at some stage that the quality supplied/ to be supplied is inferior, the contract will be cancelled.
- **6.** As the convocation is an important function of the Institute, timely completion of work and high-quality of material would be the key factors.
- 7. All works related to the scope of work etc. should be complete by at least two days prior to the actual date of convocation, The date of Convocation is tentatively scheduled on the last week of March 2023.
- 8. Before quoting the rates, the agency shall inspect the site and working conditions thereof.
- **9.** The successful applicants shall be responsible for full execution of the contract and shall not in any case assign or sublet ordered items or part thereof to any other party. Failure to do so will attract cancellation of the order or penalty.
- 10. The decision made by Engineer in charge (EIC) will be final for the work executions.
- **11.** All works related to this tender should be completed to entire satisfaction of the institute, failing which the institute will have right to cancel the work order and no payment will be made in that case.
- **12**. In case of additional items required to be used for any specific circumstances, required to take prior approval before use. In such cases the prevailing market rates will be calculated for preparing final bill.
- **13.** All precautionary/ safety measures should be adopted by the agency in erecting Flood Light, decoration lights etc.
- **14. Penalties**: In the event of the supplier failing, declining, neglecting or delaying the supply or in the event of any damage occurring or being caused by supplier/ contractor, the institute shall without prejudice to any other party may opt for remedies available to it. The delay of work will attract penalty as mentioned in notice inviting e-Tender which also may include:
 - Terminate the order at the risk and cost of the bidder whose tender has been accepted and

- b. Recover the amount of loss caused by the damage, failure or default (including the consequential damage).
- **15.** The representatives of the firm should be available on telephone and also on mobile to enable this institute to call them in emergency situation. Therefore, telephone as well as mobile number(s) will also have to be provided to the institute.

6. CHECKLIST FOR SUBMITTED DOCUMENTS AS PER ELIGIBILITY CRITERIA & TECHNICAL SPECIFICATIONS

As mentioned in Annexure-III.

7. FINANCIAL BID

- 1. The bidders should download the BOQ.xls from CPP Portal and fill in the blank spaces provided for mentioning the name of bidder and rates. Bidders need not modify any other text or background shown in the BOQ template or replace it with any other copy of same BOQ in .xls format. The Central Public Procurement Portal (https://eprocure.gov.in/eprocure/app) will accept the BOQ template only and hence the rate should not be quoted in any other place except BOQ template.
- 2. A sample BOQ is placed herewith for reference only.

Sample

Tender Inviting Authority: The Director, IIM Shillong

Name of Work: Lighting decoration of Campus including all associated work for the 14th

Convocation of Indian Institute of Management, Shillong at Umsawli Campus.

Contract No: K1-1302/1/2023-ENGG/2023

Name of the		
Bidder/		
Bidding Firm /		
Company:		
PRICE SCHEDULE (Item Rate)		

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this

tender. Bidders are allowed to enter the Bidder Name and Values only) **NUMBER#** TEXT# NUMBER **TEXT** NUMBER NUMBER TEXT# RATE **TOTAL** SI. **Item Description** Units **TOTAL** Quantity No. (inclusive **AMOUNT AMOUNT In** Words all taxes) in In Rs. **Figures** To be entered by the Bidder in Rs. 5 7 10 1.000 set 1.01 INR Zero Only For detailed List of 0.00 Items Please refer of Work the Scope of the works from page no 11 of the Tender Documents)

PROFORMA FOR SUBMISSION OF OFFER LETTER OF E-TENDER DOCUMENT, DECLARATION AND BIDDER DETAILS

(THIS "OFFER LETTER" TO BE SUBMITTED IN BIDDER'S LETTER HEAD)

Ref n	o. Date:
IIM S	Chief Administrative Officer HILLONG awli, Shillong – 793 018.
<u>Sub</u> :	" <u> </u>
	" against Tender No: Dated /
1.	In reference to above, I/We are enclosing our irrevocable tender for execution of the work
	." as per tender document within the time schedule mentioned therein and accepted by me/us, at the value quoted by me/us for the whole works/ supply/ service in accordance with terms and conditions, specifications as detailed in the tender document. Having examined the detail given in Tender Notice and Bid Document for the above works/supply/service, I/We hereby submit the relevant information.
2.	$\mbox{\sc l/We}$ had paid the EMD or $\mbox{\sc l/We}$ are exempted being MSME registered firm. A valid certificate is enclosed.
3.	I/ We had read entire tender documents and unconditionally accept all the terms and conditions laid down in the Tender document.
4.	I/We enclose herewith documentary evidence of my/our experience of execution of work/ supply/ service of similar nature and magnitude carried out by me/us as per the eligibility criteria along with the other documents mentioned in the tender document.
5.	I/ We confirm and declare that we are not blacklisted/ debarred/ de-registered by any Government department/ Public Sector Undertaking/ Autonomous bodies or any other agency for which we have executed/ undertaken the works/ supply /services during the last 5 years.
6.	It is certified that all the information given hereby as well as in the enclosed eligibility bid documents are correct to the best of my knowledge and believe. It is also understood that I/We shall be liable to be debarred, disqualified in case any information furnished by me/us found to be incorrect.
Date.	day of2023
<u>Nam</u>	e of the Bidder with Address:
Name	e:
Addre	ess:
Signa	ature of Bidder(s), with the seal of Firm

BIDDER's DETAILS

1.	Name of the Firm/Agency
2.	Full address with Pin code, Telephone No/Mobile No.
	E-mail.
	Address
	Talankana/Makila na .
	Telephone/ Mobile no.: Email id:
3.	Name & Designation of Contact Persons
J.	Name & Designation of Contact Fersons
	Name
	Designation
	Designation
	Telephone/ Mobile no.:
	Email id:
4	Registration Details for Constitution of the Firm/
	Agency (if any) (Attached copy)
5	Nature of Business:
6	a. GSTIN:
	b. PAN:
7	Bank Account Particulars:
	Name of the Beneficiary
	Bank Account Number
	Bank's Branch IFS code:
	Account type (SB/ CA)
	Name of the Bank
	Branch name & Address
0	(Please attached a copy of cancelled cheque)
8	Details of EMD paid: EMD Amount: Rs.
	Receipt No.
1	NOOCIPE NO.

Signature of the bidder with seal

(Annexure-III)

LIST OF MANDATORY DOCUMENTS TO BE SUBMITTED:

(FOR TECHNICAL BID EVALUATION)

SI. no.	Documents required	REMARKS	On page no. (compulsory)
1	Offer letter in the bidder's letter head duly sealed & signed (as per given Proforma in Annex-I)	YES/NO:	
2	Earnest Money Deposit and its details (as per instruction given in the Notice Inviting e-Tender)	YES/NO:	
3	Email Receipt for Deposition of Original EMD.	YES/NO:	
4	Valid GST registration certificate.	YES/NO:	
5	PAN Card in the name of firm/proprietor. (Details)	YES/NO:	
6	ANNEXURE I to ANNEXURE-III (duly filled in and signed).	YES/NO:	
7	The schedule of Price Bid in the form of BOQ.xls (to be uploaded with technical bid only).	YES/NO:	
8	Certificate of experience (Work Order & Completion Certificate) for the value already mentioned in the Tender.	YES/NO:	
9	Electrical Contractor License	YES/NO:	
10	Registration certificate of firm (If any)	YES/NO:	
11	Valid Trade License for Non Tribal Contractor.	YES/NO:	
12	Whether on site visit has been done to assess the requirement.	YES/NO:	
13	Whether any other applicable Certificate (MSME etc).	YES/NO:	