

## भाग- सी: विस्तृत निविदा सूचना।

### PART-C: DETAILED TENDER NOTICE.

#### **E-Tender Notice No: IPR/CIVIL/EMP/1/2025 (Single Bid System)**

निदेशक, प्लाज्मा अनुसंधान संस्थान, इंदिरा ब्रिज के पास, भाट, गांधीनगर - गुजरात - 382 428 की ओर से, डीन (एडमिन) प्लाज्मा अनुसंधान संस्थान, भाट, गांधीनगर, गुजरात में सिविल और पीएच कार्य के लिए एक सिविल ठेकेदार के रूप में भर्ती के लिए आवेदन आमंत्रित करते हैं। On Behalf of the Director, Institute for Plasma Research, Nr. Indira Bridge, Bhat, Gandhinagar – Gujarat – 382 428, the Dean (Admin) invite Application for an Enlistment as a Civil contractor for Civil & PH work at Institute for Plasma Research, Bhat, Gandhinagar, Gujarat.

1	एनआईटी न. NIT No.	<b><u>IPR/CIVIL/EMP/1/2025</u></b>
2	कार्य का नाम  Name of work	प्लाज्मा अनुसंधान संस्थान, भाट, गांधीनगर, गुजरात में सिविल और पीएच कार्य के लिए सिविल ठेकेदार के रूप में भर्ती के लिए आवेदन।  Application for an Enlistment as a Civil contractor for Civil & PH work at Institute for Plasma Research, Bhat, Gandhinagar, Gujarat.
3	सिविल एवं पीएच कार्य की अनुमानित लागत ₹  Civil & PH work works of estimated cost up to ₹	₹ 10 लाख रुपये.  ₹ 10 Lakhs.
4	सिविल ठेकेदारों की भर्ती की अवधि  Enlistment of Civil contractors for a period of	3 साल  3 Years
5	निविदा प्रक्रिया शुल्क Tender Processing Fee	NIL (शून्य)
6	CPP Portal वेबसाइट <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> पर देखने तथा डाउनलोड करने के लिए निवेदा दस्तावेज की उपलब्धता  Availability of Tender Documents for view and download on CPP portal website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>	दि. 07/05/2025 को 15:00 से 10/06/2025 को 15:00 बजे तक  From 15:00 Hours on 07/05/2025 Up to 15:00 Hours on 10/06/2025.
7	निविदा दस्तावेज पर बोली पूर्व स्पष्टीकरण की मांग	आवेदक CPP portal वेबसाइट <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> पर अपने प्रश्नों को अपलोड करके दि. 16/05/2025 को 15:00 बजे तक निविदा दस्तावेज के बारे में स्पष्टीकरण मांग सकता है।

Application for an Enlistment as a Civil contractor for Civil & PH work at Institute for Plasma Research, Bhat, Gandhinagar, Gujarat.

	Seeking pre-bid clarification on Tender document	<p>The applicant can seek clarifications regarding Tender document up to <b>15:00 Hours on 16/05/2025</b> by uploading their queries on CPP portal website <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a></p> <p>स्पष्टीकरण दि.26/05/2025 को 15:00 बजे तक उसी वेब पोर्टल पर अपलोड किया जाएगा।</p> <p>The clarifications will be uploaded on the same web portal by <b>15:00 Hours on 26/05/2025</b></p>
8	निविदाओं के ऑनलाइन जमा करने की आरंभ तारीख और समय Start date and time of online submission of tenders	<p>दि. 27/05/2025 को 15:00 बजे से</p> <p>From <b>15:00 Hours on 27/05/2025.</b></p>
9	निविदाओं के ऑनलाइन जमा करने की अंतिम तारीख और समय Last date and time of closing of online submission of tenders for 1 <sup>st</sup> set of application.	<p>दि. 10/06/2025 को 15:00 बजे तक</p> <p>Till <b>15:00 Hours on 10/06/2025.</b></p>
10	भरे हुए आवेदन की हार्ड कॉपी संस्थान में जमा करने की अंतिम तिथि और समय।  Last Date & Time for Submission of hard copies of filled-in-Application to Institute.	<p>सुश्री प्रियदर्शिनी गदाम, प्रभारी अधिकारी (e-tender), प्लाज्मा अनुसंधान संस्थान, भाट, गांधीनगर-382428 के कार्यालय में दि. 11/06/2025 को 15:00 बजे या उससे पहले दूरभाष सं. 079 23962000, 079-23962296</p> <p>On or before <b>15:00 Hours on 11/06/2025</b> in the Office of Ms. Priyadarsini Gaddam, Officer In-charge (e-tender) , Institute for Plasma Research, Near Indira Bridge, Bhat, Gandhinagar -382428 Phone no. 079 23962000, 079-23962296.</p>
11	निविदा आवेदनों को ऑनलाइन खोलने की तारीख और समय।  Date and Time of online opening of Tender Applications.	<p>दि. 12/06/2025 को 15:00 बजे</p> <p>निविदा आवेदन, प्लाज्मा अनुसंधान संस्थान, भाट, गांधीनगर-382428 में ऊपर दर्शाई गई तारीख और समय पर खोली जाएगी।</p> <p>On <b>12/06/2025 at 15:00 Hours</b> Tender Application will be opened at Institute for Plasma Research, Near Indira Bridge, Bhat, Gandhinagar -382428 at the stipulated date and time as above</p>
	<p>Note:</p> <ol style="list-style-type: none"> <li>1. Applicants can submit their applications for Enlistment even after 10/06/2025, their application shall be added in list after scrutiny in due course of time.</li> <li>2. For application after the above due date, interested parties/applicants can submit their filled in application downloaded from website, i.e. <a href="https://www.ipr.res.in/documents/tenders.html">https://www.ipr.res.in/documents/tenders.html</a> to the Tender Inviting Authority.</li> </ol>	

## आवश्यकताएँ और पात्रता मानदंड

### REQUIREMENTS AND ELIGIBILITY CRITERIA

निम्नलिखित आवश्यकताओं को पूरा करने वाले आवेदक ही आवेदन प्रस्तुत करने के लिए पात्र होंगे। संयुक्त उद्यम के रूप में आवेदन स्वीकार नहीं किए जाते।

The Applicant, who fulfill the following requirements on their own shall be eligible to apply. Note that Applicants applying as Joint venture for this work are not allowed. However, past experience of work executed by Bidders in joint venture(s) may be submitted provided, the eligible work has been executed by a Joint Venture through one or more individual firm(s), then cost of completed work shall be distributed among the individual firm(s) in proportion to their share in Joint Venture and that will be considered as work experience for individual firm(s) for prequalification in bidding, necessary documentary evidence should be submitted accordingly.

S r. N o.	<b>Eligibility Criteria for Civil &amp; PH works Up to ₹ 10 Lacs</b>	<b>Documentary proof for the eligibility (To be submitted)</b> Note: The applicants are requested to fill up the facts & figure in the prescribed format. Simply filling like Yes or No shall not be accepted.
1.	<p>Should have satisfactorily completed similar works during the seven years ending previous day of last day of submission of Application, of value as below,</p> <p><b>(i) Three similar works each costing not less than ₹ 4 Lakhs</b> <b>OR</b></p> <p><b>(ii) Two similar works each costing not less than ₹ 6 Lakhs or</b></p> <p><b>(iii) One similar work costing not less than ₹ 8 Lakhs.</b></p> <p>Note:-1. Similar work shall means Civil &amp; PH works for buildings/original works/ Renovation works / additions/ alternations/ up gradation 2. The value of works executed during the last 7 years shall be brought to current value by enhancing the actual cost of work at simple rate of 7% per annum.</p>	<p>Award letter / Work orders and Completion certificates issued by the authority concerned</p> <p>Documentary Proof:</p> <p>Work Orders &amp; Completion certificate for qualifying completed work(s) issued by Engineer-in-Charge or Owner should be attached.</p> <p>Completion certificates for works issued by Private parties shall be supported by TDS (Tax deducted at Source) Certificates.</p>
2.	Should have had average <b>annual turnover of ₹ 3 Lakhs</b> on Civil & PH work during the last three consecutive years ending 31 <sup>st</sup> March of the relevant year as mentioned in Rule 3.1.	<p>Annexure –V-2: Form of certificate of annual turnover on works from chartered accountant.</p> <p><b>Note:</b> Balance sheet duly audited by chartered accountant to be submitted.</p>
3	Should not have incurred any loss (profit after tax should be positive) in more than two years during the last five consecutive years ending on 31 <sup>st</sup> March of the relevant year as mentioned in Rule 3.1.	<p>Annexure –V-2: Form of certificate of annual turnover on works from chartered accountant showing Profit &amp; Loss as submitted to Income Tax Department. <b>Note:</b> Balance sheet duly audited by chartered</p>

		accountant to be submitted.
4.	<p>Should have minimum solvency of ₹ 4 Lacs issued by Scheduled Bank.</p> <p style="text-align: center;">OR</p> <p>Banker's Certificate from a Commercial Bank or Net worth Certificate:</p> <p>Banker's Certificate of the minimum amount of 4 lakh</p> <p style="text-align: center;">OR</p> <p>Networth certificate of minimum 1 lakh issued by certified Chartered Accountant with UDIN.</p>	<p>Annexure “V-1”- Form of Bankers Certificate from a Scheduled Bank—</p> <p>Or</p> <p>Annexure “V-1”(a) - Net worth Certificate from certified Chartered Accountant with UDIN</p>
5.	<p>a. The bidder shall be compliant with the Public Procurement (Preference to Make in India), Order 2017 (as amended from time to time) issued by Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry. Also bidder must submit undertaking along with bid for local content of .... % offered in subject tender.</p> <p>b. “Only ‘Class-I local supplier’ as defined in Public Procurement (Preference to Make in India), Order 2017, are eligible to participate for subject tender “.</p>	Annexure-VIII, Self-Certification under preference to Make in India order Certificate.

**Note:**

1. The Contractors who are found eligible for Enlistment by the Institute will have to submit Earnest Money deposit as per the Instructions specified in the each Tender Document during submission of Bid.
2. The Contractors who are found eligible for Enlistment by the Institute, must enroll their firm on Central public procurement portal (<https://eprocure.gov.in/cppp/>) for filling the tender and follow all the terms and conditions including registration fees etc. if any and submit enrolment number of firm on CPP portal.
3. The Director, IPR reserves the right to accept/reject the Application for Enlistment or to cancel the notice in to without assigning any reason thereof.

## Information for Eligibility Criteria

### 1.0 Eligibility Criteria for Enlistment

The status of an applicant for enlistment as a contractor in IPR may be one of the following.

- (a) An individual, who is a citizen of India and
- (b) Sole proprietorship
- (c) Partnership firm
- (d) Limited liability partnership
- (e) Private limited company
- (f) Public limited company

- 1.1** No individual or firm, limited liability partnership, private or public limited company having such individual as one of its partners or directors, who is a dismissed government servant; or demoted to a lower class of enlistment; or removed from the enlistment; or having Enlistment banned by any government department or public sector undertaking or local body or autonomous body in the past; or convicted by a court of law, shall be entitled for enlistment. However, enlistment may be considered where disciplinary action was taken against the contractor for a specified period and such period is already over.
- 1.2** No engineer or any other official employed in engineering or administrative duties in any engineering department of the Government of India/State Government /Central and State PSUs is allowed to work in IPR either as a contractor or as an employee of a contractor for a period of one year after his retirement from service unless he/she has obtained prior permission of his employer Government to do so.
- 1.3** Contractor who is eligible for criteria no 1.0, 1.1 and 1.2 mentioned above, have to submit the documents along with Application for Enlistment.

### 2.0 Work experience

- 2.1** The criterion for work experience shall be of completed works, civil construction works for buildings/original works/Renovation works/additions/ alternations/ up gradation executed on independent contract basis during the last seven years (works executed on labour rate contracts will not be considered).The value of works executed during the last 7 years shall be brought to current value by enhancing the actual cost of work at simple rate of 7% per annum, calculated from the date of completion of work to the date of submission of application. The works should have been executed in the same name and style in which the enlistment is sought by the applicant, except under special circumstances as stated in these rules separately.
- 2.2** Experience gained by executing work on back-to-back contract basis is acceptable. Back-to-back contract means work awarded by owner to first agency and then by the first agency to the second agency. The first agency shall not be eligible for work experience in such a case. To get the weightage of experience, following conditions must be fulfilled.
- (a) Work should be actually executed by the second agency with due concurrence of the owner as tri-partite agreement. It should be backed by valid agreement and experience certificate.
  - (b) Payments received by second agency should be reflected in bank accounts and income tax statements.
  - (c) Owner of the project and first agency should jointly certify the experience certificate.
  - (d) The actual amount of payment received by the second agency shall be considered for experience.
- 2.3** Experience of a petty contractor, labour rate contractor, work shall not be accepted
- 2.4** Experience for the purpose of these rules in respect of an associate contractor, sub-contractor or those executing work on subletting may be allowed only if the conditions of sub-contract / sub-letting have been incorporated in the original agreement between the client/owner and first agency and the experience certificate is jointly issued by first agency and owner/client.

**2.5** Experience of works on foreign soil shall not be accepted.

**2.6** The applicant shall furnish the list of completed works in Annexure-III. He/she shall also furnish award letters / work order and Completion certificates of the works mentioned in Annexure-III.

### **3.0 Financial Soundness**

3.1 Average Annual Turnover Certificate shall be in the format prescribed in Annexure V-2. This certificate shall be duly signed and issued by the certified Chartered Accountants on their letterhead. The relevant year shall be the financial year ending on 31st March of the year preceding the calendar year of application or 31st March of last financial year if audited balance sheet is submitted. The value of annual turnover figures shall be brought to current value by enhancing the actual turnover figures at simple rate of 7% per annum.

*Illustration 1:* Date of application is 21.05.2024 with unaudited balance sheet of last financial year. Relevant year of turnover shall be 2022-23, 2021-22, 2020-21. Figures of turnover of 2022-23 shall be enhanced by 7%. Figures of turnover of 2021-22 shall be enhanced by 14%. Figures of turnover of 2020-21 shall be enhanced by 21%.

*Illustration 2:* Date of application is 21.05.2024 with audited balance sheet of last financial year available. Relevant year of turnover shall be 2023-24, 2022-23, 2021-22, . Figures of turnover of 2023-24 shall not be enhanced. Figures of turnover of 2022-23 shall be enhanced by 7%. Figures of turnover of 2021-22 shall be enhanced by 14%.

3.2 Banker's Certificate shall be issued by a Scheduled Bank on its letter head in the format prescribed in Annexure V-1, and shall be attached along with application for Enlistment.

### **3.3 Cancellation of enlistment**

The enlistment of contractor may be cancelled if any of the following is established by enquiry:

- (a) Fails to execute a contract or executes or executed it unsatisfactorily; or
- (b) violates any conditions of the contract; or
- (c) fails to abide by the conditions of enlistment or
- (d) is found to have given false particulars at the time of enlistment; or
- (e) Has indulged in any type of forgery or falsification of records; or
- (f) Changes constitution of the firm without the prior approval of the Institute; or
- (g) Changes the name of the entity without the prior approval of the Institute; or
- (h) Changes permanent address/ Enlistment address without intimation to the Institute; or
- (i) Is declared or is in the process of being declared bankrupt, insolvent, wound up, dissolved or partitioned; or
- (j) Violates the labour regulations and rules; or
- (k) Is involved in complaints of serious nature received from any source, which have been proved; or
- (l) Defaults in settlement of tax dues like income tax, GST, etc.; or
- (m) Ceases to fulfil eligibility criteria based on which enlistment was done; or
- (n) Is considered as not required to be in list of Enlistment of civil contractors for any other reason considered fit by the Institute; or
- (o) Does not execute the work after the same is awarded to him ; or
- (p) Fails to rectify construction/structural defects within a reasonable time not exceeding 2 months, pointed out during the defect liability period of 1 year from the date of completion of works.

### **4.0 Suspension of firm from enlistment**

Whenever report related to misbehaviour, direct or indirect involvement in threatening, making false complaints, filing legal suites for frivolous reasons, or any behavioural act, omission or commission damaging the reputation of department/officer, or any other type of complaint listed at Sl. No 3.3 (a) to (p) contractor withdraws or modifies bid during the period of eligibility or fails to deposit PG after opening of tender, is received from any officer of Institute (Institute means Institute for plasma research) against an enlisted contractor and is considered serious by the Institute, he/she shall be served with suitable show cause

notice by the Institute, and thereafter action for suspension of Enlistment may be taken by the Institute, as deemed fit, pending full enquiry into the allegations.

The suspension of firm from Enlistment shall automatically lapse at the end of 6 months from the date of suspension if the enquiry is not completed and final decision is not taken by the Institute within this period.

The Institute shall issue order for further suspension of Enlistment with the contractor for a specified period (not exceeding the remaining period of enlistment and not less than 25% of the remaining period of enlistment) if any of the charges are established on enquiry by the Empowered Committee, however, for complaints listed at S. No. 3.3 (a) to (p), there shall be no suspension post establishment of charges upon enquiry by the Empowered Committee and under such eventuality the enlistment of the contractor shall be cancelled as per Rule 3.3. The suspension of Enlistment would entail ban on participation in the tendering process and award of contract for works during the period of suspension. It is made clear that if the contractor stood lowest in tenders received prior to the date of suspension of Enlistment, the work shall not be awarded to him, and the tenders shall be rejected and re-invited. Running contracts shall, though, remain unaffected by this suspension.

#### **5.0 Contractor's near relatives working in Institute**

The contractors whose near relatives are employed in any capacity in the Institute will not be allowed to tender for works. For this purpose of this Rule, a near relative shall mean wife, husband, parents, grandparents, children, grandchildren, brothers, sisters, uncles, aunts, cousins and their corresponding in-laws.

Contractor's signature and seal  
Date:

**भाग- डी: दस्तावेजों को स्कैन और अपलोड किया जाना चाहिए ।**

**PART- D: DOCUMENTS TO BE SCANNED & UPLOADED**

इच्छुक एजेंसियों को बोली जमा करने की अवधि के भीतर निम्नलिखित सूचियों के अनुसार दस्तावेजों को स्कैन / भरना और अपलोड करना आवश्यक है। यदि बोलीदाताओं द्वारा आवश्यक दस्तावेज अपलोड नहीं किए जाते हैं, तो बोलीदाता को सरसरी तौर पर अयोग्य घोषित कर दिया जाएगा:

The interested agencies are required to scan / fill in and upload the documents as per following lists within the period of bid submission. In case the required documents are not uploaded by the Applicants, the bidder will be summarily disqualified:

1	Annexure-I, Application for Enlistment for Civil & PH works at IPR campus
2	Annexure-II , List of Documents Attached for Enlistment
3	Annexure-III , Details of completed works: Eligible works completed during the last seven years
4	Annexure-IV , Mandate form
5	Annexure-V , Undertaking to be furnished by Applicants
6	Annexure-VI, Letter of Transmittal
7	Annexure-VII, <u>Annexure to Bid Form: Eligibility Declaration</u>
8	Annexure-V- 1. Form Of Banker's Certificate From Scheduled Bank
9	Annexure-V- 1 (a) Form of Certificate of Net Worth from Chartered Accountant
10	Annexure-V- 2. Form of Certificate of Annual Turnover on works from Chartered Accountant
11	PAN (Permanent Account Number) Registration / TAN Registration details
12	GST Registration Certificate
13	Additional documents if any to meet the eligibility criteria.
14	Copy of MSME certificate (if registered with MSME)
15	Proof of enrolment in CPP portal
Note : Scanned copy of original certificates to be uploaded as per the specified format	



## **PART- E -TENDER EVALUATION PROCESS**

### **Application Evaluation Process**

On opening of applications, further detailed scrutiny / evaluation will be carried out based on the Eligibility Criteria. During the evaluation of applications, the documents furnished by the Applicant will be scrutinized in detail. Any application, found as not fulfilling the eligibility criteria will be summarily rejected and such Applications/ bids will not be considered for further processing. (Decision of Tender inviting Authority shall be final ).

The Applicant who satisfies the eligibility criteria mentioned as above shall be considered as technically qualified and eligible for further processing.

Those applicants who fulfill all the above shall be enlisted for period of 3 years for Civil & PH works for works costing upto 10 Lakhs. Institute shall intimate the applicants regarding their Enlistment.