



MUMBAI PORT AUTHORITY

MECHANICAL AND ELECTRICAL ENGINEERING DEPARTMENT

TENDER NO. MEED. 12/2023

Triennial Repairs & Maintenance contract of Electrical installations after metering point under the Jurisdiction of MEED.

First Cover

TECHNO-COMMERCIAL PROPOSAL

CHIEF MECHANICAL ENGINEER'S OFFICE,
NIRMAN BHAVAN, 5TH FLOOR,
N. V. NAKHWA MARG,
MAZGAON, MUMBAI – 400 010.
Tel. No. (022) 23774413,66566500,
Fax. No. 91-022-2374 4277 www.mumbaiport.gov.in
e-mail: cme@mumbaiport.gov.in,

IMPORTANT NOTE

At any time, prior to the last date for submission of tender, MbPA may modify the tender document by issuance of amendment(s). Any amendments including the dates, venue, corrigendum's, clarifications to pre-bid queries, etc. shall be posted on the website of the Mumbai Port AUTHORITY (www.mumbaiport.gov.in) and the CPP Portal (www.eprocure.gov.in). Separate newspaper advertisement may not be issued. The tenderers are requested to keep themselves informed of the development by visiting the said websites regularly.

Such amendment(s) shall be binding upon them.

MUMBAI PORT AUTHORITY
MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT

TENDER NO. MEED 12/2023

**Triennial Repairs & Maintenance contract of Electrical installations
after metering point under the Jurisdiction of MEED.**

Section	CONTENTS OF TENDERING DOCUMENTS
	FIRST COVER (Techno-Commercial Proposal)
I	Notice Inviting Tender (NIT)
II	Instructions to Tenderers (ITT)
III	Tendering Forms
IV	General Conditions of Contract (GCC) & Special Conditions of Contract (SCC)
V	Specifications, Drawings & Annexures
VI	Contract Forms
	SECOND COVER (Price Proposal)
I	Item Specification Description
II	Bill of Quantities (BOQ)

SECTION - I

**NOTICE INVITING TENDER
(NIT)**

MUMBAI PORT AUTHORITY
MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT

TENDER NO. MEED. 12/2023

Triennial Repairs & Maintenance contract of Electrical installations after metering point under the Jurisdiction of MEED.

NOTICE INVITING TENDER (NIT)

Online e-Tenders are invited by the Mumbai Port Authority [hereinafter referred to as 'Employer' or 'MbPA'] from experienced reputed contractor having valid Electrical contractor license issued by the Government of Maharashtra and fulfilling the pre-qualification criteria as stipulated in this NIT for executing the work of "**Triennial Repairs & Maintenance contract of Electrical installations after metering point under the Jurisdiction of MEED**" under two cover system on item rate basis. Tenders will be received only in ONLINE mode. However, Demand Draft / Online payment receipt as per 12.1 (A) of ITT towards EMD shall be submitted in sealed cover. The estimated cost put to tender is **Rs. 15,81,04,100** /- (Inclusive of GST).

The scope of work is divided into two (A & B) parts viz.

- i. **Part A - Triennial Repairs & Maintenance contract of Electrical installations after metering point under the Jurisdiction of MEED.**
- ii. **Part B - Rate Contract for electrical Point Wiring works.**

1.1 All the surplus excavation material, debris / kutchra etc. shall be removed from site and transported them away from MbPA Estate to BMC dumping ground at Deonar or any notified dumping grounds in full lorry load as per the procedure laid down by MbPA. Alternatively, the surplus excavated earth / debris to be removed from the site will be the property of the contractors and shall be taken away immediately after back-filling the cable trenches from MbPA Estate. If any surplus excavated material, debris / kutchra etc. is not cleared within a reasonable period and /or found dumped within MbPA Estate a fine of **₹ 50,000/-** per lorry load shall be levied on the contractors. All the expenditure on this account is deemed to have been included in the respective item rates for excavation and refilling the cable trenches.

1.2 Before quoting, the tenderer, in his own interest may carry out the site inspection to understand the actual site conditions and full implication of assignment. This will also help him to make proper assessment of scope of work. Failure to do so will not absolve them of their responsibility to do the work as specified in the tender document. He may contact Superintending Engineer on telephone no. 66566506 / 66566533 and / or email id r.dharmaraj@mumbaiport.gov.in / av.vishwakarma@mumbaiport.gov.in.

2. PROCEDURE FOR OBTAINING TENDERING DOCUMENTS: -

2.1 Tendering document can be viewed and downloaded from the website of Mumbai Port Authority <http://www.mumbaiport.gov.in> and CPP Portal <https://eprocure.gov.in>. EMD and tender fees can be submitted in the form of DD / Banker's Cheque/ Pay order only, payable at Mumbai in favour of "The Board of Mumbai Port Authority" and shall be placed in the cover and to submitted. For Online Payment mode, Tenderer shall visit "<https://eplatform.MbPAedi.gov.in>" for making the payment for Tender Fee and choose the option "Latest Tenders" on the dashboard. After selecting the relevant

tender, the tenderer can make online payment after entering the basic details of bank for refund purpose, the receipt generated as PDF file of Tender fee shall be uploaded by the tenderer on CPP Portal under relevant option and shall be submitted in hard copy as a proof for the payment. The downloading of the tendering documents shall be carried out strictly as provided on the web site. No editing, addition / deletion of matter shall be permitted. If any discrepancy is noticed at any stage between the MbPA's document and the one submitted by the tenderer, the tender document uploaded by MbPA shall prevail and bid submitted will be liable to be rejected. The downloading and submission of the tendering document shall be carried out as mentioned in the tendering document and instructions at website <https://eprocure.gov.in>.

2.2 The tenderer is responsible to download addendum/ amendments / errata / replies to the queries of the tenderers etc., if any, posted by MbPA on its website or on the CPP website <https://eprocure.gov.in>. before submission of the tendering document. Any shortfall in submissions of signed and scanned copies of the said addendum / amendments / errata / corrigenda / replies to the queries of the tenderers etc. along-with other documents as mentioned in ITT, may be treated as incomplete and the tender offer may be rejected. The decision of Engineer in this matter shall be final.

2.3 MSEs registered under Udyam Registration are eligible to avail following benefits/ facilities:

- a. Exemption from payment towards EMD and tender fees.
- b. Relaxation of 10% on prior experience and prior turnover shall be granted to the eligible MSEs.
- c. Price matching facility for procurement from MSEs over large scale:

(i) The participating Micro and Small Enterprises, quoting price within price band of L1+15 percent shall be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a Micro and Small Enterprise and such MSE shall be allowed to supply up to 25 per cent of total tender value. In case of more than one such Micro and Small Enterprise, the supply shall be shared proportionately (to tendered quantity).

(ii) MSEs quoting a price within the band L1+15% be given complete supply to tender in case tender item cannot be split /divided, etc. the MSE quoting a price within the band of L1+15% may be awarded for full/ complete supply of total tendered value to MSE, considering the spirit of the Policy for enhancing Govt. Procurement from MSEs.

3. PRE-QUALIFICATION CRITERIA: -

The tenderer must fulfill the following qualifying requirements to consider them eligible for opening the Price Proposal Cover (Volume-II). **The documents submitted shall be duly notarized.**

(i) Average annual financial turnover during the last three years ending 31st March of the previous financial year, should be at least **Rs. 1,51,06,126/-**

A notarized copy of turnover statement duly certified by the Chartered Accountant for the preceding three years in this regard shall be submitted by the tenderer along with

the Techno commercial offer. In case of the last financial year, if the turnover statement is not audited then the provisional certificate issued by Chartered Accountant for the last financial year only will be acceptable. **The Certificates issued / undertaken / signed by the Chartered Accountants should have / consists the Unique Document Identification Number (UDIN) of the Institute of Chartered Accountants of India.**

(ii) Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following

- a) Three similar completed works each costing not less than **Rs. 2,01,41,501/-**
OR
- b) Two similar completed works each costing not less than **Rs. 2,51,76,877/-**
OR
- c) One similar completed work costing not less than **Rs. 4,02,83,003/-**

(iii) **Definition of the “similar work”:**

“Similar work” means “Operation and / or Maintenance of HT/LT Electrical installations”

OR

“Maintenance of electrical installations in residential colonies / offices / public spaces / industries / commercial buildings, etc.”

Tenderers should submit **completion certificates** of orders executed during the **last 7 years**. A notarized copy of work order / agreement and a certificate from the employer for completion of work or any of the relevant document indicating the completion of work should be submitted as per condition above. In addition to the above it is mandatory to submit notarized copy of TDS certificate from the previous employer or Form **26AS of IT** department shall be submitted by the tenderer for each executed similar work failing which the offer submitted by the tenderer shall not be considered for evaluation.

In case of ongoing contracts, the tenderer shall submit completion certificate or any other relevant document from the Employer for the completed period of contract up to the date prior to 7 days before submission of tender, indicating there in the value of contract and the period which qualifies him. The document submitted in support of Technical experience shall be duly notarized. The cost of the work towards Comprehensive Annual Maintenance /Non- Comprehensive Annual Maintenance shall not be considered for evaluation purpose.

- 4. The Employer do not bind themselves to accept the lowest or any tender and reserve the right to accept any tender in part or to reject any tender without assigning any reason therefor.
- 5. The particulars of the tendering process are as under: -

(i)	Estimated cost of work put to tender	Rs. 15,81,04,100/- (Inclusive of GST).
-----	--------------------------------------	---

(ii)	Tender Fees	Rs. 10,500/- (Inclusive of GST).
(iii)	Earnest Money Deposit (EMD) (For EMD amount below Rs. 10 Lakhs DD/P.O. only and for above Rs. 10 Lakhs DD/P.O./BG will be accepted)	Rs. 31,62,081/-
(iv)	Contract Period	Three Years' AMC and rate contract. The contract shall be valid for a period of 03 (three) years from the date of handing over of installations.
(v)	Validity of offer	180 calendar days from the date of opening of Techno-Commercial Proposal.

6. Unless otherwise notified, schedule of dates in the tendering process are as under:

Sr. No.	Particulars	Date
(i)	Commencement of Tender Publishing	25/09/2023 at 1300 hours.
(ii)	Date and time of Pre-Bid meeting	04/10/2023 at 1530 hours.
(iii)	Bid submission start date and time	06/10/2023 at 1100 hours.
(iv)	Bid Submission end date and time i) Online Tender ii) Sealed Cover (Containing EMD and tender fees as applicable as per Clause No.12.1 (A) of ITT)	Upto 25/10/2023 at 1500 hours. Upto on 26/10/2023 at 1500 hours.
(v)	Date & Time of Opening of Techno commercial Proposal of the Tender	On 26/10/2023 at 1530 hours.

7. A pre-bid meeting will be held in the conference hall of Mechanical & Electrical Engineering department, 6th Floor, Nirman Bhavan, Mazgaon, Mumbai 400 010 with the representative of the firms who are interested to participate in the tender for clarifying and discussing issues related with the tender. It is preferable that prospective tenderers submit their pre-bid queries in writing to the officer issuing the tender notice well in advance. The representative of tenderer attending the pre-bid meeting shall carry authorization letter on the firm's letter head and a photo identity proof.

8. No tender will be considered which is not made in the prescribed forms and which is not accompanied by **EMD and tender fees or MSE certificate**.

9. Tender Submission

9.1 The downloading and submission of Tender Documents shall be carried out as mentioned in the instructions at CPP website <https://eprocure.gov.in>. No editing, addition/deletion of matter shall be permitted.

- 9.2 **Although the tender submission is online, it is mandatory that the sealed cover (comprising of original DD or Receipt of Online payment for EMD and tender fess) shall be submitted as per clause No. 19.2 of ITT.** The sealed cover shall be submitted/dropped in the designated box kept in the **Mechanical & Electrical Engineering Department, 6th Floor, Nirman Bhavan, N.V. Nakhwa Marg, Mazgaon, Mumbai - 400 010** on or before the due date and time of submission of the tenders. **In case of non-submission of Sealed Cover, the offer submitted by the tenderer will not be considered for evaluation.** The tender will be opened as per the date and time mentioned at Clause No. 6 above in the presence of Tenderers or their representatives who may wish to be present who carry their firm's authorization letter and a photo ID.
- 9.3 Sealed cover as required under clause no. 9.2 if submitted after the due time and due date of submission as per clause no.6 above will be considered as Late Tender and will not be accepted. The sealed cover shall be returned unopened to the Tenderer. The online tender submitted by such tenderer will not be opened. Tenderers to note that MbPA shall not be responsible for late receipt of Tender fee due to postal delays or any other delay for whatsoever reason.
- 9.4 **Techno-Commercial Proposal:** The tenderer shall submit techno-commercial proposal as per Clause No. 12.1 (A) of ITT.
- 9.5 **Price Proposal:** The tenderer shall submit price proposal as per Clause No. 19.1 (b) of ITT.
- 10 In the event of the specified date for the submission of sealed cover / opening of tenders falls on the day of bandh or strike or being declared a holiday by the Employer, the sealed covers will be received up to the schedule time on the next working day and will be opened on the same day.

11. **Check List:**

This is to check that; the following document has been submitted.

Sr. No.	Description of the Documents	Yes	No
1.	Cost towards EMD and tender fess to be submitted in Physical Mode (Hard Copy) as D.D. / P.O. as mentioned in the ITT.		
2.	All valid statutory documents namely Trade License, ESIC, EPF, GST etc. whichever is applicable.		
3.	Pre-Qualification Criteria: a. NOTARIZED COPIES OF Audited Annual Reports / Profit and Loss Accounts or a turnover statement duly certified by the Chartered Accountant bearing UDIN for the preceding three years as per 3(i) of NIT. b. NOTARIZED COPIES OF Past Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited. (One, two or three similar works) i. Work Order ii. Completion Certificate iii. Bill of Quantities		

	iv. TDS certificate from the previous employer or Form 26AS of IT department for above completed works.		
4.	Valid Electrical Contractors & Supervisors License.		
5.	All pages of Tender Document, Schedule of Quantity, Special Terms and Conditions etc. to be signed with seal and date.		
6.	Filled in, Signed and Sealed Tender forms on company letter head.		
7.	Signed Integrity Pact.		
8.	Power of Attorney as per Form no. 3		

Chief Mechanical Engineer