

RAJASTHAN OLIVE CULTIVATION LIMITED


State Institute of Agriculture Management Campus,
Agriculture Research Station, Durgapura, Jaipur-302018
Ph. 91-0141-2554106 TeleFax +91-141-2553506
E:mail rocl@rajolive.com




Bid Document for Construction of Boundarywall at COE, Bassi, Jaipur

मनमोहन शर्मा
ACCOUNTANT
ROCL


पूनम श्री
सहायक कृषि अधिकारी


(M. L. Verma)
Manager (SD) ROCL



योगेश वर्मा
डीप ऑपरेशन ऑफिसर

निविदा सारांश

1	मुख्यालय	राजस्थान ऑलिव कल्टिवेशन लिमिटेड, राज्य स्तरीय कृषि प्रबन्ध संस्थान परिसर, कृषि अनुसंधान केन्द्र दुर्गापुरा – जयपुर 302018 दूरभाष : 0141-2554106, फ़ैक्स :- 0141-2553506
2	कार्य स्थल	सेंटर ऑफ़ एकसीलेंस बस्सी जयपुर
3	निविदा कार्य	Construction of Boundarywall at COE, Bassi, Jaipur.
4	निविदा शुल्क	रु0 1000 (Non Refundable)
5	निविदा की अनुमानित कुल लागत	रु0 68.60 लाख
6	बयाना राशि 2 प्रतिशत	137200 / -
7	अमानत राशि 5 प्रतिशत	5 प्रतिशत
8	फार्म मिलने की दिनांक	31.03.2018 से
9	फार्म जमा कराने की अन्तिम दिनांक स्थान	23.04.2018 अपरान्ह 2.00 बजे तक कार्यालय राजस्थान ऑलिव कल्टिवेशन लिमिटेड, राज्य स्तरीय कृषि प्रबन्ध संस्थान परिसर, कृषि अनुसंधान केन्द्र दुर्गापुरा-जयपुर 302018
10	निविदा खोलने की दिनांक	23.4.2018 अपरान्ह 03.00 बजे

महेश चंद्र
ACCOUNTANT
ROCL


पूनम श्री
सहायक कृषि अधिकारी



(M. L. Verma)
Manager (SD), ROCL



योगेश वर्मा
डीक जयपुर काफिसर

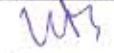
INSTRUCTIONS TO BIDDER

1.	Scope of Bid	<p>1. In support of Invitation of Tender published by Rajasthan Olive Cultivation Limited, (ROCL) Jaipur vide letter No. प. (207-डी) ROCL/2017-18/..... जयपुर, दिनांक</p> <p>Construction of Boundarywall at COE, Bassi, Jaipur</p> <p>2. The selected Bidder will be required to make the complete arrangements to undertake various tasks, but not limited to, under the supervision and guidance of designated officers for successful completion of the cited event</p>
2	Eligible Bidders	<p>1. A Bidder may be a company, partnership firm, Proprietary firm, Government owned entity or equivalent.</p> <p>2. Bidder should be registered with Commercial Tax Department/ Registrar of Companies/ Labour Department etc. for commencement of business.</p> <p>3. <u>Bidder should submit :-</u></p> <ul style="list-style-type: none"> • (A Self Certified letter duly signed by the Auth. Signatory on Rs.100/- Non -Judicial stamp paper) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons; not have, and their directors and officers not have, been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified pursuant to debarment proceedings; Not have a conflict of interest in the procurement in question as specified in the bidding document: comply with the code of integrity as specified in the bidding document as per Annexure-2 • (A Self Certified letter duly signed by the Auth. Signatory as per Annexure-1) • Pan Card Copy • GST No. Copy • Firm Registration Copy • Identity proof of signature authority. • EMD amount • Bidder must be registered with any state/ central government department/ government venture and having authorization to execute civil works more than Rs. 70.00 Lacs. • Bidder should have work completion report worth Rs. 50.00 Lacs from any Government agency/Public


मन मोहन
ACCOUNTANT
ROCL

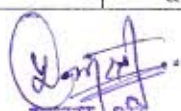

पुनम श्री
सहायक कृषि अधिकारी


3

(M. L. Verma)
Manager (SBI), ROCL

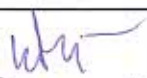

चंद्रेश वर्मा
डी.डी. ऑफिसर

		<p>Sector Unit/ University etc. for civil works. (Civil works means construction of building including electricity & plumbing or boundary wall or Other civil works, on or before 31.3.2017.</p> <p>4. Absence of above documents bid shall be treated as non responsive bid and treated as technical disqualified.</p>
3.	Qualification of Bidders	<p>1. All bidders shall provide documentary evidence as per requirement of bid document.</p> <p>2. One of the partners/representatives shall be authorized to be in charge and this authority shall be evidenced by submitting a power of attorney signed by legally authorized signatory (ies) of the company or of all the partners as the case may be failing in that may lead to rejection of bid.</p>
4.	Changes in the Bidding Document	<p>1. At any time, prior to the deadline for submission of Bids, the procuring entity may for any reason, whether on its own initiative or as a result of a request for clarification by a bidder, modify the bidding documents by issuing an addendum.</p> <p>2. Any bidder, who has submitted his Bid in response to the original invitation, shall have the opportunity to modify or re-submit it, as the case may be, within the period of time originally allotted or such extended time as may be allowed for submission of Bids, when changes are made to the bidding document by the procuring entity. Provided that the Bid last submitted or the Bid as modified by the bidder shall be considered for evaluation.</p>
5	Contents of Bidding Document	<p>1. The prospective bidders shall be permitted to download the bidding document from the websites and pay its price while submitting the Bid to the procuring entity.</p> <p>2. The bidding documents shall be made available to any prospective bidder who pays the price for it in cash/ by bank demand draft, banker's cheque, bank transfer. (IDBI Bank Tonk Road Jaipur, Account Name - Rajasthan Olive Cultivation Limited, IFSC Code - IBKL0000298, A/c 0298102000019567) OR DD for Bid form or EMD, also in favour of Rajasthan Olive Cultivation Limited m payable at Jaipur.</p> <p>3. All bidders are requested to kindly take a receipt from ROCL office to avoid last minute hessal.</p> <p>4. Any prospective bidder may, in writing, seek clarifications from the procuring entity in respect of the bidding documents.</p> <p>5. Bidding documents purchased by Principal of any concern may be used by its authorised sole selling agents/ marketing agents/ distributors/ sub-distributors and authorised dealers or vice versa.</p> <p>6. The Invitation for Bids issued by the ROCL, Jaipur shall be a part of the Bidding Document.</p>


 ACCOUNTANT
 ROCL


 पूनम श्री
 सहायक इन्जीनियर

4

 (M. L. Verma)
 Manager (SD), ROCL


 सोमेश वर्मा
 चीफ ऑफिसर

		7. ROCL shall not be responsible for incomplete Bidding Document. Failure to furnish all information or documentation required by the Bidding Document may result in the rejection of the Bid.
6.	Documents Comprising the Bid	<ol style="list-style-type: none"> 1. The bidder should ensure that all the required documents, as mentioned in this bidding document, are submitted along with the bid and in the prescribed format only. 2. Non-submission of the required documents or submission of the documents in a different format/ contents may lead to the rejections of the bid proposal submitted by the bidder. 3. ROCL is not in favour of seeking additional documents and/ or clarifications from the bidders after the last date of bid submission. Hence, bidders are advised to prepare and submit the bid accordingly and ensure that all the required documents are in place and in desired order. 4. Alternative/ Multiple bids shall not be considered at all. 5. Firstly, the bids shall be written in two parts. The two parts are to be marked as Technical Proposal and Financial Proposal respectively. In absence of proper markings on envelopes, there will be no extra advantage of being lowest offered rates. 6. Secondly, the above two parts shall be kept in a Master Envelope and sealed in case of bid submit through post or individually.
7	Bid Submission Sheets	<ol style="list-style-type: none"> 1. The Bidder shall submit the Technical Proposal and the Financial Proposal using the prescribed Bidding Forms. These forms must be completed without any alterations to their format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested. 2. All duties, taxes and other levies etc. payable by the bidder under the Contract, or for any other cause, shall be included in the rates and prices and the total bid price should be submitted by the bidder. (As per Financial Bid) 3. The rates and prices quoted by the bidder shall remain fixed and valid for the duration of the contract and would not be subject to variation on any account. 4. All prices shall be quoted by the Bidder only in Indian Rupees.
8	Period of Validity of Bids	<ol style="list-style-type: none"> 1. Bids shall remain valid for a period of three months after the bid submission deadline date prescribed by the ROCL, Jaipur. It can be further extended by the ROCL after mutual consent. 2. Prior to the expiry of the period of validity of Bids, the procuring entity, in exceptional circumstances, may request the bidders to extend the bid validity period for an additional specified period of time. A bidder may refuse the request and such refusal shall be treated as withdrawal of Bid and in such circumstances bid

मन मोहन
ACCOUNTANT
ROCL

5
सहायक निदेशिका

(M. L. Verma)
Member (SL) ROCL

योगेश वर्मा
डीप ऑफिसर

		<ol style="list-style-type: none"> security shall not be forfeited. Bidders that agree to an extension of the period of validity of their Bids shall extend or get extended the period of validity of bid securities submitted by them or submit new bid securities to cover the extended period of validity of their bids. A bidder whose bid security is not extended, or that has not submitted a new bid security, is considered to have refused the request to extend the period of validity of its Bid.
9	Signing of Bid	<ol style="list-style-type: none"> The signatory authority shall initial (sign) all pages of the Technical Proposal and Financial Proposal submitted, which shall be deemed as acceptance terms and conditions of bid mentioned on that page. The Bidder shall prepare one set of support documents for technical proposals and submit the same in Envelope 'I' marked as "TECHNICAL PROPOSAL". The Bidder shall also prepare one set of support documents for financial proposals and submit the same in Envelope 'II' marked as "FINANCIAL PROPOSAL".
10	Sealing and Marking of Bids	<ol style="list-style-type: none"> The Bidder shall seal the technical proposal, in separate Envelope, 'I' which is marked as "TECHNICAL PROPOSAL", and financial proposal in Envelope, 'II' marked as "FINANCIAL PROPOSAL". Both the Envelopes shall be kept in an outer Envelope. Both the PROPOSALS shall be further kept in a Master Envelope bearing the complete details of the bidding party/Consortium.
11	Deadline for Submission of Bids	<ol style="list-style-type: none"> During normal office hours from 31.3.18 to 23.4.2018 till 2.00 PM in the office of the Rajasthan Olive Cultivation Limited, SIAM Campus, Agriculture Research Institute, Durgapura, Jaipur, Rajasthan. ROCL, Jaipur may, at its discretion, extend the deadline for submission of bids by issuing an addendum, in which case all rights and obligations of the ROCL, Jaipur and the bids previously submitted to the original deadline shall thereafter be subject to the deadline as extended. After the due time, no bids will be considered.
12	Bid Opening	<ol style="list-style-type: none"> The Bid opening shall take place in the presence of Bidder's representatives who choose to attend, at the address, date and time as specified in the Bid Document.
13	Preliminary Examination of Bids & Responsiveness of Technical Proposal	<ol style="list-style-type: none"> Prior to the detailed evaluation of Technical bids, the ROCL, Jaipur will determine whether each bid (i) meets the eligibility criteria: (ii) has been properly signed; (iii) is accompanied by the required securities; (iv) is substantially responsive to the requirements of the bidding documents, for the purpose of eligibility. If a Technical Proposal is not substantially responsive it will be rejected by the ROCL, Jaipur, conditional bids would be deemed to be not substantially responsive, and shall be rejected by ROCL. A substantially responsive Technical proposal is one, which conforms to all the terms, conditions and specifications of the bidding documents

Handwritten signature: *ROCL*

Handwritten signature: *[Signature]*

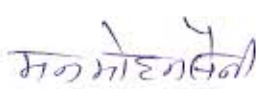
6

(M. L. Verma)
Manager (SD), ROCL

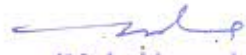
Handwritten signature: *[Signature]*

Handwritten signature: *[Signature]*

		<ol style="list-style-type: none"> 4. The Financial Bid cover shall be kept unopened and shall be opened later on the date and time intimated to the bidders who qualify in the evaluation of technical Bids. 5. To assist in the examination, evaluation, comparison and qualification of the Bids, the bid evaluation committee may, at its discretion, ask any bidder for a clarification regarding its Bid. The committee's request for clarification and the response of the bidder shall be in writing. 6. Any clarification submitted by a bidder with regard to its Bid that is not in response to a request by the committee shall not be considered. 7. No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the committee in the evaluation of the financial Bids. 8. No substantive change to qualification information or to a submission, including changes aimed at making an unqualified bidder, qualified or an unresponsive submission, responsive shall be sought, offered or permitted. 9. if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the bid evaluation committee there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected; 10. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected. 11. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error,. 12. ROCL reserves the right to consider even a single substantially responsive bid. 13. Lack of competition: A situation may arise where, if after evaluation of Bids, the bid evaluation committee may end-up with one responsive Bid only. In such situation, the bid evaluation committee would check as to whether while floating the NIB all necessary requirements to encourage competition like standard bid conditions, industry friendly specifications, wide publicity, sufficient time for formulation of Bids, etc were fulfilled. If not, the NIB would be re-floated after rectifying deficiencies. The bid process shall be considered valid even if there is one responsive Bid, provided that: - the Bid is technically qualified; the price quoted by the bidder is assessed to be reasonable; the Bid is unconditional and complete in all respects; there are no obvious indicators of cartelization amongst bidders; and the bidder is qualified as per the provisions of pre-qualification/ eligibility criteria in the
--	--	--


 ROCL



7

 (M. L. Verma)
 Manager (SD), ROCL





		<p>bidding document.</p> <p>14. The bid evaluation committee shall prepare a justification note for approval by the next higher authority of the procuring entity, with the concurrence of the accounts member.</p> <p>15. In case of dissent by any member of bid evaluation committee, the next higher authority in delegation of financial powers shall decide as to whether to sanction the single Bid or re-invite Bids after recording reasons.</p> <p>16. If a decision to re-invite the Bids is taken, market assessment shall be carried out for estimation of market depth, eligibility criteria and cost estimate.</p>								
14	Notification of Award	<p>1. The Procuring entity reserves the right to accept or reject any Bid, and to annul (cancel) the bidding process and reject all Bids at any time prior to award of contract, without thereby incurring any liability to the bidders.</p> <p>2. Repeat orders for extra items or additional quantities may be placed on the rates and conditions given in the contract.</p> <p>3. The Bidder whose Bid is found acceptable shall be notified of the award by ROCL, prior to the expiry of the bid validity period, through a Letter of Acceptance. This letter will state the sum that the ROCL, Jaipur will pay to the Contractor in consideration to task assigned to him.</p>								
15	Payment	<p>1. Payment shall be made in four phases after submission of bills and verification of tasks.</p> <ul style="list-style-type: none"> • 20% payment after plinth level completion. • 30% payment after Bricks works completion. • 50% payment after completion of work. 								
16	Time Limit and penalty clause	<p>1. Normal working hours are 9.30 AM to 6.00 PM. (5 Days week)</p> <p>2. Works can be performed early morning, late evening or during night depending on the nature of tasks.</p> <p>3. Delay in completion of tasks shall be liable to a financial penalty.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Delay up to one fourth period of the prescribed delivery period</td> <td style="text-align: center; padding: 5px;">2.5%</td> </tr> <tr> <td style="padding: 5px;">Delay exceeding one fourth but not exceeding half of the prescribed delivery period.</td> <td style="text-align: center; padding: 5px;">5%</td> </tr> <tr> <td style="padding: 5px;">Delay exceeding half but not exceeding three fourth of the prescribed delivery period.</td> <td style="text-align: center; padding: 5px;">7.5%</td> </tr> <tr> <td style="padding: 5px;">Delay exceeding three fourth of the prescribed delivery period.</td> <td style="text-align: center; padding: 5px;">10%</td> </tr> </table> <p>If a Force Majeure situation arises, the selected bidder shall promptly notify ROCL in writing of such conditions and cause thereof within contract period days of occurrence of such event. Unless otherwise directed by ROCL, the supplier/selected bidder shall continue to perform its obligations under the contract as far as reasonably practical.</p>	Delay up to one fourth period of the prescribed delivery period	2.5%	Delay exceeding one fourth but not exceeding half of the prescribed delivery period.	5%	Delay exceeding half but not exceeding three fourth of the prescribed delivery period.	7.5%	Delay exceeding three fourth of the prescribed delivery period.	10%
Delay up to one fourth period of the prescribed delivery period	2.5%									
Delay exceeding one fourth but not exceeding half of the prescribed delivery period.	5%									
Delay exceeding half but not exceeding three fourth of the prescribed delivery period.	7.5%									
Delay exceeding three fourth of the prescribed delivery period.	10%									

मंगलेश्वर
ACCOUNTANT
ROCL


सुलभ श्री
सहायक कुनि अधिकारी


(M. L. Verma)
Manager (SO), ROCL

