CORRIGENDUM FOR THE TENDER FOR SETTING UP OF CANTEEN AT MPEDA HEAD OFFICE, PANAMPPILLY NAGAR

AQUA-EXIM/MKPR/9/2017  05/12/2017

REVISION OF TENDER DOCUMENTS

The documents for the tender for setting up of canteen at MPEDA Head office, Panampilly Nagar have been revised. The revised versions have been uploaded on this website (www.mpeda.gov.in). Previous version of the same stands withdrawn.

JOINT DIRECTOR (AQ)
INVITING TENDERS FOR SETTING UP OF
CANTEEN AT MPEDA HEAD OFFICE, PANAMPILLY NAGAR

The Marine Products Export Development Authority (MPEDA), Ministry of Commerce and Industry, Govt. of India invites tenders for submission of design detailing/working drawing, setting up and maintenance of Canteen proposed to be set up by MPEDA in its Headquarters at Panampilly Nagar, Kochi, Kerala.

The proposed canteen would contain 2 floors. Ground floor and Mezzanine floor for a kitchen and seating space in pre-fabricated steel structure. The layout for the kitchen and dining area is as mentioned in Annexure D.

The sealed tenders along with an Earnest Money Deposit (EMD) of Rs 25,000 (Rupees Twenty-Five Thousand) in the form of Demand Draft or Multi city Cheque (payable at par) in favour of The Secretary, MPEDA, Kochi, shall reach the following address not later than 5pm on 18 December 2017.

Joint Director (Aquaculture)
The Marine Products Export Development Authority
MPEDA House, Panampilly Avenue,
Kochi — 682 036, Kerala

Eligibility Criteria

1. The bidder should have ‘sufficient knowledge, experience, reference material and expertise in setting up and creating specified detailing in the interior design layout available with this Tender.
2. The bidder shall do the work in an aesthetic and appealing manner in line with the existing dimensions of space available in the designated area and requirements stated by the designers.
3. The bidder should have a dedicated team capable to ensure that the manpower in hand is capable of executing the works as described in (1) above.
4. The bidder should have at least 3 years of experience in executing the works as described in (1) above.
5. The bidder should have an annual turnover of at least Rupees Thirty lakh (30 lakh) average for last three years.

Scope of Work

The project space envisaged for the Canteen has been mentioned in the layout provided with this tender. Subject to overall supervision and control by MPEDA and Life Inspired Retail Private Limited (Design Consultant), the scope of services to be provided has been represented through technical drawings included in the Annexure D.
The bidder shall include the absolute maintenance for the entire bid as per mentioned in the lay out in Annexure B for the first 3 years such as rusting, inconsistencies in structural design/executional errors etc.

Description of the Annual Maintenance Contract (AMC) provided by the bidder should be attached with the technical bid in the format given in the Annexure C

Payment Terms

MPEDA will pay 30% advance payment of the approved project cost while issuance of the work order. Another instalment of 40% upon completing the work, 25% on commissioning to the entire satisfaction of MPEDA and the remaining 5% payment will be done after the defect liability period of 1 year.

Timeline of the project

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<tr>
<th>Months</th>
<th>December 2017</th>
<th>January 2018</th>
<th>February 2018</th>
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<tbody>
<tr>
<td>Work Order</td>
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<td>Civil</td>
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<td>Testing</td>
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<td>Commissioning</td>
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GENERAL INSTRUCTION TO BIDDERS AND SPECIAL CONDITIONS

I. Sealed Tenders shall be submitted in two envelopes consisting of the following:

Part - I - Technical Bid accepting terms and conditions of the tender furnishing details as per Annexure A.

An Earnest Money Deposit (EMD) of Rs 25,000 (Rupees Twenty Five thousand only), by way of Demand Draft or Multicity Cheque (payable at par) drawn on any Bank in favour of Secretary, MPEDA, Kochi shall be enclosed in a sealed cover and attached to the technical bid.

Part- II - Financial Bid as per Annexure B.

The cover should be properly sealed and clearly super-scribed as:  
“Part-1 Technical Bid - Tender for setting up of the Canteen of MPEDA” and

“Part- II Financial Bid- Tender for setting up of the Canteen of MPEDA”

Tenders should be addressed to Joint Director (Aquaculture), The Marine Products Export Development Authority, MPEDA House, Panampilly Avenue, Kochi — 682 036, Kerala, with respective cover details, so as to reach not later than 5pm on 18 December 2017.

1. Bids that are not submitted in two separate covers shall be summarily rejected. 2. No Tender will be entertained after 5pm on 18 December 2017 under any circumstances, whatsoever.

3.
a. Part - I: Technical Bid will be opened on 19 December 2017 at 11 am.

b. The bidder must substantiate all claims made in the Technical Bid by submitting the copies of the documents mentioned in Annexure A as enclosures to the technical bid:

c. After opening the Technical Bids, the bidders will be required to make an audio visual presentation (Power Point or any appropriate format) of maximum 15 minutes’ duration after the technical tender opening. The presentation shall be about the concept, material and the sections used and the methodology engaged for the construction.

d. The presentation has to be strictly on the basis of the Financial bid submitted by the bidder and the layout given in Annexure D.

e. Bidders who score a minimum of 80% marks in the Technical bid and presentation will only be qualified for opening of their financial bids.

f. Technical bid will be evaluated based on the documents submitted, audio visual presentations, AMC provided, etc.

4. Part - II: Financial Bid of the technically qualified bidders will be opened on the same day or later, which shall be advised separately to the bidders.

5. Technical Bid will be evaluated by the committee identified by MPEDA.

6. Financial bids of only technically qualified bidders shall be opened and reckoned.

7. The Tender shall remain valid for an acceptance period of 45 days from the date of opening the financial bid and the bidder shall not cancel or withdraw the tender during this period, failing which the EMD submitted will be forfeited.

8. (a) Each page of the Tender document shall be signed by the person or persons submitting the tender as a token of his/their having acquainted himself/themselves with the Eligibility criteria, Scope of work, General Conditions of the Tender, General Specifications, and Special Conditions etc., as laid down. Any tender with any of the documents not so signed will be rejected.

(b) The tender submitted on behalf of a firm shall be signed by the person who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise the tender may be rejected by MPEDA.

10. MPEDA reserves the right to reject / fail any applications without assigning any reasons thereof. Mere submission of an offer to MPEDA does not entitle an applicant to any benefits / rights / preference. Canvassing in any form is prohibited and will lead to disqualification.

11. The bidder shall keep confidential all the information relating to work or to any other aspect of MPEDA’s business that comes into his possession as a result of or in connection with this work.

12. Security deposit to be kept at 5% of tender value. The EMD deposited by the successful bidder shall be adjusted as a security deposit upon finalization of tender. The security deposit shall be kept in possession of MPEDA for a period of minimum three years or till the completion of work, whichever is later.
13. Submitted financial quote will be negotiable within 20% increase in the proposed scope of work of this tender.

14. Sub Contract for the work mentioned in this tender shall not be permitted.

15. In case of any discrepancies/dispute in this agreement / its construction/validity/ performance/breach or any legal questions arising there from shall be dealt with, in the jurisdictional offices/court at Ernakulam.

II. BIDDER TO INFORM HIMSELF FULLY:

1. MPEDA shall be the sole owner of the installations after successful commissioning and the contractor or anybody representing him shall not have any claim whatsoever on the works after commissioning.

2. The contractor shall indemnify MPEDA against any loss/claim whatsoever in respect of the workers employed by the contractor for construction and also for AMC.

3. Any statutory payments/remittances like EPF contribution in respect of the workers shall be the sole responsibility of the contractor.

4. If the bidder shall have any doubt as to the meaning of any portion of the general conditions, or the special conditions or the size and scope of the work or the specifications and drawings or any other matter concerning the contract he shall in good time, before submitting his tender, put forth the particulars thereof and submit them to MPEDA in writing in order that such doubts may be clarified authoritatively in writing before tendering. Once a tender is submitted the matter will be decided according to tender conditions in the absence of such authentic pre-clarification.

5. The bidder may also visit the site at MPEDA Head Office to know about the requirements in person on any working day during office hours.

In case of any clarification, you may please contact the following official on any working day during office hours:-

Joint Director (Aquaculture) The Marine Products Export Development Authority MPEDA House, Panampilly Avenue, Kochi — 682 036, Kerala

Tel. No.: 0484-2317762

Email : anilkumarp@mpeda.gov.in, aqua@mpeda.gov.in

I/We hereby declare that I/We have read and understood the above instructions for the guidance of bidders.

Authorized Signatory’s Name:

Date:

Place:

Seal:
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<th>Sl. No.</th>
<th>Description</th>
<th>Details</th>
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<tbody>
<tr>
<td></td>
<td>Name of the bidder</td>
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<td>Address — Office (With Name of the contact person and telephone &amp; fax numbers and email address)</td>
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<td>Local sales tax Registration No., PAN, TAN, and VAT No. or GST no. (As applicable)</td>
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<td>EMD details (DD/Multicity cheque No., Bank’s branch etc)</td>
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<td>Banker and their address, A/c No. with RTGS/NEFT details.</td>
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<td>Constitution of the company</td>
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<td>Whether you have minimum 3 years of experience in executing prefabricated or other steel/truss structures?</td>
<td>Yes / No</td>
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<td>If Yes, specify the years of experience.</td>
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<td>Whether you have done any similar projects for any other government organizations/institutions in the past.</td>
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<td>If yes, give details with client credentials</td>
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<td>Details of in-house expertise available.</td>
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Checklist for documents enclosed:

1. Copy of the Annual Report/Audited Balance Sheet, and IT Return for the last 3 years i.e; Financial Years 2016-17, 2015-16 and 2014-15.
2. Copies of satisfactory work completion certificates from the clients (at least three).
3. Statement of Experience (including name of clients(s), nature of project and number of years) in executing the project similar to the scope of work mentioned in the Annexure B.
4. Description of the Annual Maintenance Contract (AMC) in the format given in the Annexure C.
5. PAN, TAN, ST No. & Service Tax No., GST/VAT No. (whichever is applicable).
6. Profile of Management Team, Organization Structure, Employee Strength.
7. Photographs of office/facility.
8. The Signatory of the tender should be duly authorized by the concerned firm to sign these kinds of tender documents on behalf of the firm. Authority given by the firm to the signatory of the tender document to be attached.
9. Proof of 3 years of similar experience in works mentioned in Annexure B.
10. Acceptance of all the terms and conditions stipulated in the tender document by signing on each page of the document.

I / We confirm that the information provided above is correct to the best of my knowledge and any concealment of facts will read to my disqualification at any stage by the Authority.

Authorized Signatory's Name:

Date:

Place:
The bidder is expected to present a Bill of Material for the Financial Bid as presented in the technical presentation.

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<tr>
<th>SL.NO</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>QTY</th>
<th>Unit RATE</th>
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<td>AMC for 3 years for the entire structure mentioned above</td>
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Note:

Bidder must submit all-inclusive quotation indicating the cost of completing the job mentioned in this Annexure.
Bidder shall require to submit the details of AMC provided for the work mentioned in Annexure B in the format given below, which has to attached with the technical bid.

<table>
<thead>
<tr>
<th>SL NO</th>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>EXCLUSIONS</th>
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