

RAJKOT MUNICIPAL CORPORATION
(RMC)

BID DOCUMENT FOR

**CONSTRUCTION OF 4 LANE (2 LANE + 2 LANE) UNDER PASS ON
KALAWAD ROAD CROSSING AT 150' RING ROAD JUNCTION IN
RAJKOT CITY**

C O N T E N T S

VOLUME – II: QUALIFICATION DOCUMENT

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CONSTRUCTION OF 4 LANE (2 LANE + 2 LANE) UNDER PASS ON KALAWAD ROAD CROSSING AT 150' RING ROAD JUNCTION IN RAJKOT

1 INSTRUCTIONS TO BIDDERS:

1.1 The PQ of the bidders is being done to assess the capability and capacity of the bidder for the work of construction of Underpass as mentioned above. The information shall be given in the prescribed forms as under.

1.2 Documents Contains following Forms

- a) Form 'A' - Structure & Organization
- a) Form 'B' - Available Bid Capacity
- b) Form 'C' - Financial Statement
- c) Form 'D' - Details of Personnel
- d) Form 'E' - Plant and Equipment
- e) Form 'F' - Work Experience
- f) Form 'G' - Information pertaining to Quality Assurance System.
- g) Form 'H' - Work Plan / Construction Methodology
- h) Form 'I' - Details of Projects under Litigation / Arbitrations / lost
- i) Form 'J' - Undertaking by the applicant

1.3 Additional sheets can be added to the forms, if required. All the sheets of each of the forms shall be clearly marked in the right top corner in the following manner :Form - 'A' Page -1, Form - 'A' Page - 2, Form - 'A' - Page - 3 etc.

1.4 If bidder wishes to submit any additional information in addition to the mentioned formats such information shall be submitted in form of attachments or supplements which shall be marked clearly in the manner indicated below: Attachment-1 to Form -'A', Attachment-2 to Form -'A' etc.

1.5 While submitting the forms, bidder shall enclose latest copies of brochures and technical information giving additional information about the organization.

1.6 The enclosed forms should be filled-in completely, in all respects answering all the questions. If any particular query is not relevant, it shall be replied as 'not applicable'.

1.7 Contractor shall not sublet any part of the work other than the specialized work without prior written consent of the Employer. In no case Contractor will

be permitted to sublet more than 25% (Twenty five percent) of the value of works, including those to specialized sub-contractors.

- 1.8** Financial data, project costs, value of works etc., should be given in Indian Rupees only. These shall be indexed as per foot note for clause 1.3 of II (pg.3).
- 1.9** For any clarification contact:
Office of the City Engineer, Rajkot Municipal Corporation, Room no. 9, West Zone ,B/H Big Bazaar, 150' ring road, Rajkot
- 1.10** If the application is made by a partnership firm it shall be signed by all the partners of the firm, with their full names and current addresses, or by a partner holding the power of attorney for the firm for signing the application, in which case a certified copy of the power of attorney shall accompany the application. A certified copy of the partnership deed, documents proof for current address of the firm and the full names and current addresses of all the partners of the firm shall also accompany the application.
- 1.11** If the application is made by a limited company or a limited corporation it shall be signed by a duly authorized person holding the power of attorney for signing the application in which case a certified copy of the power of attorney shall accompany the application. Such limited company or corporation will be required to furnish satisfactory evidence of its existence before the contract is awarded.
- 1.12** The information furnished must be sufficient to show that the applicant is capable in all respects to successfully complete the envisaged work.
- 1.13** The Applicant is expected to furnish additional information or clarification as required by the Employer or his Consultants
- 1.14** Joint venture shall not be permitted.
- 1.15** All documents must be self-attested or attested by gazette officer.

2 EVALUATION CRITERIA FOR QUALIFICATION

1.1 The qualification shall be considered to ascertain whether the submission:

- i) Meet the eligibility requirements;
- ii) Have been properly prepared and signed;
- iii) Contain all the details called for and are in proper format
- iv) Are accompanied by required authorization, and
- v) Are otherwise generally in order.

1.2 Minimum Eligibility / Qualifying Criteria

- i) Only single bidder permitted for bidding.
- ii) No Joint venture/Consortium permitted for bidding.
Contractor registered with Government of Class 'AA' category and Special Category-1 for bridges or roads, contractors registered in Other State Government/ Central Government in appropriate class and meeting the qualifying criteria as specified.
- iii) Average Annual Turnover of last 5 financial years should not be less than the 50% of the tender amount.
- iv) Experience of having successfully completed similar works during last 5 years should be either of the following. Details like monetary value, clients and proof of satisfactory completion should be submitted for establishing eligibility.

(1) Bidder should have completed at least one work of similar nature of 60% or of two works 40% or of three works of 30% of tender amount is completed in last seven years.

Similar nature completed works means work complying following criteria:

- i. Similar nature work shall mean construction of Vehicular Underpass or Flyover Bridge, in which they have successfully carried out the execution like open foundation in rocky strata or pile foundation.

(2) Bidder should have enough machinery and experienced personnel to supervise the work.

Note: - Enhancement factor at 10% per year for last seven years will be applicable to arrive average annual turnover and finalized the magnitude of work done in last seven years.

1.3 The criteria for making assessment of the capability of the firms which have applied will also include the following items:

Bid capacity: Bidders who meet the minimum qualification criteria shall be qualified only if their available bid capacity is more than the total value of the works for which he has offered his bid. Available bid capacity- ABC must be more than the estimated tender amount.

ABC is to be calculated as: - $ABC = 2 * A * N - B$

A = Maximum Value of works executed in any one year during the last seven years (updated to present price level by applying enhancement factor) taking into account the completed as well as works in progress.

N = No. of Years prescribed for completion of the works for which tender is invited

B = Value (*Price level) of existing commitments and ongoing works to be completed during the next N Years (Period of completion of the work for which the tenders are invited).

For the purpose of updating amount of works executed in any year, enhancement factor as above shall mutatis mutandis apply.

Existing commitments shall include all such works for which letters of acceptance of the tenders have been received by bidder till the date on which bidder has submitted his bid for the proposed work.

- i) Structure and organization of the firm shall be presented in a way to provide the evidence of ability of handling large and complex projects.
- ii) Financial status of the firm including ability to finance the construction as judged on the basis of line of credit from any Nationalized/Scheduled Bank not less than Rs. 3.0Cr.
- iii) Resources of the firm including personnel of requisite qualification and project management using computerized techniques, and equipment in sufficient quantity of the required type.
- iv) Experience of the firm for constructing bridges and other similar projects as applicable as well as timely and qualitatively completion of works undertaken. Contractor shall have experience of construction of Vehicular Underpass & major Bridge for road or for railways or on river, in which they have successfully carried out the execution like open foundation in rocky strata during last seven years.

- v) A quality assurance scheme as stipulated in Form 'H' of this document. The Form 'H' will be adopted to assess and to evaluate periodically, the quality assurance, generally in accordance with ISO:9001/9002 procedures. List of projects where quality assurance schemes has been adopted earlier shall be submitted.
- vi) Any other information supplied by the firms applying for qualification.
- vii) Contractor should have registration with Employee's Provident Fund organization.

viii) Other Requirements:

Solvency Certificate

Minimum solvency required Rs 300.00 lacs from Nationalized / Schedule Bank only.

Working Capital

Working capital must not be less than 25% of the estimated cost.

Net worth

Bidder shall have to submit the Net worth of last seven financial years and it should be positive.

• **Litigation History**

The applicant should provide accurate information on litigation and / or arbitration resulting from Contracts completed or under execution by him over the last seven years. A consistent history of arbitration awards/ judgments against the applicant or any partner of a joint venture may result in disqualification for proposed work. If the details of Litigation History is hidden by the applicant and later on it comes to knowledge of the employer the bidder shall be disqualified for the proposed work and other appropriate actions shall be taken against the bidder.

• **Machinery / Equipment**

Bidder shall have to assure availability of machinery / equipment's in working condition as per Appendix -B. If bidder fails to provide proof of assured availability of required machinery, he will be disqualified for the proposed work. Machinery ownership document or lease / hire agreement for the work under tender shall be considered as valid proof for assured availability.

• **Bidding in E-tendering**

Submission of application must be through e-tendering i.e. electronic form Bidder shall have to submit the bid in E-tendering form only.

Bids of those bidders who have submitted all information, statistical details as required in the bid documents through E-tendering will only be considered. If the employer desires any clarification, for verification / clarification, ambiguity or difference found in the documents/ statistical details submitted online (by E-Tendering) by the bidder the same shall be furnished within stipulated time otherwise further processing will be carried out in absence of above and the bidders shall be liable for any

consequence.

- **Submission of documents**

Following documents/papers shall form part of the bid.

Annual turnover certificates issued by chartered accountant for last seven financial years

Form 3A issued by employer to substantiate successful experience of similar work. Any information, data statistics etc. which are not related to bid document will not be considered in evaluation even though furnished by the applicant.

Employer reserves the right to call any information / document which is mandatory, essential and critical for the purpose of evaluation. Any information provided by the applicant after last date of Electronic submission will not be considered in evaluation, unless except the employer has specifically asked for any information / document, which is mandatory, essential and critical for evaluation of PQ document. If required information is not furnished within stipulated time, proposal will be liable for rejection.

If any of the information provided by the bidder is found false during scrutiny or at the later stage, his EMD shall be forfeited and he shall be disqualified for the proposed work. If any of the information provided by the bidder is found false after award of work, performance security of the bidder shall be forfeited and the contract shall be terminated.

Even though the bidders meet the qualifying criteria, they are subject to be disqualified if they have:

- made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.; and/or
- Participated in previous bidding for the same work and have quoted unreasonably high Bid prices and could not furnish rational justification to the employer.
- Colluded with other prospective bidders for this work to arrive at quoted prices for the purpose of restricting competition.
- Indulged in inducement of any official of RMC and/or their consulting engineer and other advisors in any manner whatsoever.
- not submitted a Safety Manual
- not submitted pert chart
- not submitted a proposed site organization chart
- not submitted anti-black listing affidavit.

FORM - 'A'

1. STRUCTURE OF ORGANISATION:
2. Name of Applicant :
3. Address :
 - (Head Office)
 - Telephone No.:
 - Fax No. :
 - E-mail Address :
 - Local Office Address:
 - Telephone No.:
 - Fax No. :
 - E-mail Address:
4. Description of Company :
(e.g. General, Civil Engineer, Contractor, supplier of equipment etc.)
5. Registration and Classification :
With Gujarat State PWD/MES/CPWD/Any other State PWD.
6. Name and Address of Bankers :
7. Number of years of experience :
as a General Contractor.
In Own Country :
Internationally :
8. Number of years of experience :
as a Sub-Contractor
In Own Country:
Internationally:
7. Name and address of:
Principals of company to be associated in the project and whether
parent/subsidiary/others.
8. Attach Organization chart:
Showing the structure of the Company including names and position of Directors and
key personnel

Please submit all supporting documents.

FORM -'B1'
Available Bid Capacity

Available bid capacity- ABC must be more than the estimated tender amount.

ABC is to be calculated as: - $ABC = 2 * A * N - B$

A = Maximum Value of works executed in any one year during the last seven years (updated to present price level by applying enhancement factor) taking into account the completed as well as works in progress.

N = No. of Years prescribed for completion of the works for which tender is invited

B = Value (*Price level) of existing commitments and ongoing works to be completed during the next N Years (Period of completion of the work for which the tenders are invited).

Please submit all supporting document

FORM -'B2'

List of project having cost more than 60 % of estimated amount put to tender during last seven years.

Please submit all supporting documents.

FORM -'C'
FINANCIAL STATEMENT

1. The summary of Assets and Liabilities on the basis of the audited financial statement of the last seven financial years. (Attach copies of the audited financial statements of the last seven financial years)

		Annual Turnover in Cr. (Rs)						
		2018 - 2019	2017 - 2018	2016 - 2017	2015 - 2016	2014 - 2015	2013 - 2014	2012 - 2013
A	Total assets							
B	Current assets							
C	Cash, temporary investments and current receivable							
D	Total liabilities							
E	Current liabilities							
F	Net worth							
G	Working capital							
H	Authorized capital							
I	Capital issued and paid-up							
J	Current ratio (b) ÷ (e)							
K	Total liability to net worth (d) ÷ (f)							
L	Total turnover							
I	Turnover from Similar Projects							
II	Turnover from Other Projects							
III	Turnover from Trading							

2. Actual value of construction works, undertaken for each of the last seven years, and projected for current year : (Rupees Cr.)

Year	2018 - 2019	2017 - 2018	2016 - 2017	2015 - 2016	2014- 2015	2013 - 2014	2012 - 2013
India							
Abroad							
Total							

3. Net Profit after Tax

- (a) 2019 - 2018:
- (b) 2018 -2017 :
- (c) 2017 -2016:
- (d) 2016-2015:
- (e) 2015-2014:
- (f) 2014-2013:
- (g) 2013-2012:

The Profit and Loss statements have been certified

4. Applicants financial arrangements :

(mention amount in Rupees Cr.)

- (a) Own Resource :
- (b) Bank Credits :
- (c) Others (specify) :

5. Certificate of financial soundness from bankers of applicants together with their full address.

6. Credit Facilities:

- (a) Name/Address of :
Nationalized Bank providing credit line.
- (b) Total amount of credit line :
(attach certificate from the bank)

7. Approximate value of works in hand :

Notes:

- 1) Details of Item '7' are to be given in Form '-F'- Work Experience.
- 2) All items should be properly filled in. Where any particular item is not applicable it should be clearly mentioned as 'not applicable'.

FORM – 'D'
DETAILS OF PERSONNEL

Sr No	Description	Numbers likely to be made available for work
1	Project In-charge capable of handling projects of magnitude of the project under consideration.	CV of Project Manager should be supplied. He should be a minimum graduate in civilEngineering and shall have adequate experience of more than 15 years in bridge construction at responsible capacity.
2	Site Engineers (Main Civil Works) (a) Civil Works open foundation RCC superstructure & PSC superstructure RCC substructure RCC Retaining wall (b) Material & quantity engineer (c) Electrification & others	Minimum 7 years' experience in similar type of work
3	Technical Officers for Construction Supervisor	
4	Administrative Officers	
5	Skilled Employees	
6	Unskilled Employees	

Note: In the case of personnel of Sr.No.1 and 2, please furnish names, qualifications, present posting, professional experience, and ability relevant to the project only in respect of those who are likely to be posted on the present work.

**FORM -'E'
PLANT AND EQUIPMENT**

Sr No	Name of Equipment	Capacity	Numbers of each equipment	Year of manufacture and present condition	Present location	Owned or leased
1						
2						
3						

a. Construct Equipment necessary for this bridge like

Concrete Batching Plant
 Concrete Mixers
 Concrete Pump
 Transit Mixers
 Prestressing Equipments
 Steel fabrication yard
 Crane
 Truck / Tippers/Dumpers/
 Form works / Centering/ Shuttering with accessories
 Dewatering pump sets
 Fabrication
 Miscellaneous

****Equipment for road works like:-**

Excavator
 Motor Grader
 Dumper
 WMM Mixing plant
 Hot mix plant
 Mechanical paver
 8 to 10 tonne static roller
 Vibratory roller of 8 to 10 tonne static weight
 Pneumatic Tyre roller
 Testing Equipment

**In case of lease contract for above tools/equipment, bidder shall mention the details of lease agreements with start and end dates.

FORM -'F1'

Name of the Firm :

- 1 Total Number of years of experience in Civil Construction Work :
- 2 Total Number of years of experience in specialized construction work :
(Indicate works that are relevant to the works for which this qualification application is sought).

Details of works

Sr. No.	Name of work	Name of Projects completed	Value of Contract		Schedule Time of Completion	Actual Time of Completion	Reason for Delay, if any	Client Details	*Details of each work Salient features
			Percent age of company	Participation in project					
a)	Construction of vehicular Underpass								
b)	Construction of Flyover only in city area having carried out execution of open foundation in rocky strata.								

Attach separate sheet if required.

5.1 " The details of work shall be good enough to assess the magnitude of work." Ref. from F2.

5.2 Submission of all supporting document/proof is must.

FORM – 'F2'

Details of relevant Projects as per clause 2C.

Please fill information about the relevant projects completed.

- (a) Works costing equal to or more than 30% & less than 40% of estimated amount put to tender.

Name of Employer	Name, Location & Type of Contract	Name of Engineer responsible for Supervision	Contract price and date (Rs.Crores)	Percentage of Participation of Company in Project provision	Was contract satisfactorily completed including actual time for completion and reasons for extension, if any	Whether any penalty was levied, if so, how much and for what reason

- (b) Works costing equal to or more than 40% & less than 60% of estimated amount put to tender.

Name of Employer	Name, Location & Type of Contract	Name of Engineer responsible for Supervision	Contract price and date (Rs.Crores)	Percentage of Participation of Company in Project provision	Was contract satisfactorily completed including actual time for completion and reasons for extension, if any	Whether any penalty was levied, if so, how much and for what reason

- (c) Works costing equal to or more than 60% of estimated amount put to tender.

Name of Employer	Name, Location & Type of Contract	Name of Engineer responsible for Supervision	Contract price and date (Rs.Crores)	Percentage of Participation of Company in Project provision	Was contract satisfactorily completed including actual time for completion and reasons for extension, if any	Whether any penalty was levied, if so, how much and for what reason

NOTE:- Certificates from the Employers' officers of rank 'Executive Engineer' or equivalent to be attached for individual works indicating that the work has been done under single contract.

FORM – 'F3'

Details of works in hand

Give information about all projects in progress including those where the Company has received a Letter of Intent but a formal contract has not yet been awarded.

Name of Employer	Engineer Responsible for Supervision	Location and Description of work	Percentage Participation of company in the project	Value of Contract	Value completed and certified	Percentage of work physically completed	Scheduled Date Completion of work
1	2	3	4	5	6	7	8

NOTE:- In the case of on-going works the Bidder should submit Certificate from the concerned employers' officer of rank Executive Engineer or equivalent that the work is progressing satisfactorily as per the approved work programmed.

FORM - 'G'
INFORMATION PERTAINING TO QUALITY ASSURANCE (ISO:9001)

The applicant(s) are required to provide details of their Quality Assurance Systems for criteria stipulated below, preferably in the form of their Quality Manual to be enclosed separately. In case the same is not finalized in total, the extent to which it is completed and documented may be submitted.

1 Management Responsibility

- 1.1 Quality Policy Responsibility
- 1.2 Organization
 - a) Responsibility and authority
 - b) Resources
 - c) Management Representative
- 1.3 Management Review

2 Contract Review

- 2.0 General Documented Procedure
- 2.1 Review
- 2.2 Amendment to a Contract
- 2.3 Records

3. Document and Data Control

- 3.1 **General**
(Documented Control Procedures to Control Documents & Data)
- 3.2 Document and Data Approval and Issue
- 3.3 Document and Data Changes

4 Quality Assurance Manual

- 4.1 Quality Assurance Plan
- 4.2 Method Statement for each activity
- 4.3 Survey Control and Settlement
- 4.4 Quality Control Plan for Materials
- 4.5 Temporary Works
- 4.6 Inspection & Testing
 - 4.6.1 General Documented for Procedures for Inspection and Testing
 - 4.6.2 Receiving Inspection and Testing
 - 4.6.3 In-process Inspection and Testing
 - 4.6.4 Final Inspection and Testing
 - 4.6.5 Inspection and Test Records
 - 4.6.6 Formats for Inspection of Cement, HYSD, HTS, Soil
- 4.7 Measurement Book
- 4.8 Formats for :
 - 4.8.1 Mix Design
 - 4.8.2 Pour Card / Concreting Report
 - 4.8.3 Bar Bending Schedule
- 4.9 Formats for :
 - 4.9.1 Sieve Analysis for all aggregates
 - 4.9.2 Slump test (Flakiness and elongation test)
 - 4.9.3 Crushing strength of concrete cubes
 - 4.9.4 Field test of earth workmanship
 - 4.9.5 Accident record

- 4.9.6 Damage at site due to natural calamities
- 4.9.7 Deliveries of materials
- 4.9.8 Daily / weekly progress report.
- 4.10 Check List :
- 4.10.1 For HYSD
- 4.10.2 For Concrete Pouring
- 4.10.3 For Shuttering
- 4.10.4 For Plastering
- 4.10.5 For Launching
- 4.10.6 For Pre casting/fabricating activities

Signature of the Bidder:

Name & Designation of the Bidder

Name of the company

Rubber stamp of company

Date :

FORM - 'H'
WORK PLAN / CONSTRUCTION METHODOLOGY

The bidder shall have to provide a brief but comprehensive note of his approach and methodology to handle the Project construction including his detail work plan. The note should specifically deal with following aspects.

Sr. No.	Component
1	Methodology – General Approach i) Sub-structure – RCC Twin-Cell Box ii) Approaches –RCC Retaining Wall on open foundation iii) Development of Service road iv) Electrification works for Underpass & service Road v) Pump & Sump Arrangement for Storm Water Drainage Works vi) Utility Shifting Works
2	PERT CHART

Notes:

For each of the above note, the bidder shall give all detailed information alongwith sketches / drawing etc. consideration of site condition including traffic diversion / barricade & other safety aspects to be looked after during execution stages. It may be noted that only after approval of the above details, the execution drawings shall be released.

Signature of the Bidder:

Name & Designation of the Bidder

Rubber stamp of company

Date:

FORM - 'I'
DETAILS OF THE PROJECTS UNDER LITIGATION / ARBITRATION / LOST
EVEN CONTRACTOR'S PRICE IS LOWEST

Sr No	Name of the Project	Location	Value of the Project	Reason for litigation / arbitration
1				
2				
3				
4				
5				
6				

Note:

The bidder shall furnish separate Table for individual project.

Signature of the Bidder:

Name & Designation of the Bidder

Name of the company

Rubber stamp of company

Date

FORM - 'J'
UNDERTAKING BY THE APPLICANT

The Municipal Commissioner,
Rajkot Municipal Corporation,
Rajkot

Dear Sir,

Having examined the qualification document including scope of works and time frame of construction, we hereby submit all the necessary information and relevant documents for qualifying us for bidding for the work.

It is certified that the information furnished in this document is authentic. We understand that Employer reserves the right to reject any or all applications without assigning any reason thereof.

Date :(Signature of Applicant)
Including title and capacity in which application is made.

Encl: 1) Forms duly filled in the prescribed form.
2) Evidence of authority to sign.
3) Latest Brochures.