

COCHIN PORT AUTHORITY



Chief Engineer's Office
Cochin Port Authority
W/Island , Cochin – 682009, KERALA
Tele: 91-0484-2666414/0484-258-2400
website: www.cochinport.gov.in

Tender No. T6/T-1969/2022-C

Date : 13/07/2022

NOTICE INVITING TENDER

Electronic Tenders (**e-tenders**) on percentage basis are invited by Cochin Port Authority on behalf of GoI from reputed contractors in Single Stage Two Cover bidding procedure [Technical Bid and Financial Bid], meeting the Minimum Eligibility Criteria specified below for the work of “**Maintenance of Landscaped and other areas at various locations in W/ Island for one year**”.

1. *Minimum Eligibility Criteria:*

a) **Experience**

The tenderers should have experience of having successfully completed during the last 7 (seven) years ending **30th June, 2022**, at least either:

- i) Three Similar Works each costing not less than **Rs.2.96 lakhs**
(OR)
- ii) Two Similar Works each costing not less than **Rs.3.70lakhs**
(OR)
- iii) One Similar Work costing not less than **Rs. 5.92 lakhs**

b) **Financial Turnover**

Average Financial Turnover of the tenderer over the last three financial years ending 31st March 2021 [2018-'19, 2019-'20& 2020-'21] shall not be less than **Rs.2.22 lakhs**.

Explanatory Notes to a) & b) :

- i. Similar work(s) means “**Civil Construction works/ Civil Maintenance works/ Horticultural work/Landscaping work**”. The experience certificate of works executed in private sectors/ organisations shall be considered for qualification, only on submission of TDS certificate along with work order and completion certificate.

- ii. Copy of completion certificates of each work issued by the owner/ responsible officer of the owner under whom he has executed such contract shall be attached. The certificate shall contain details of work involved specifying the nature of work, the completion cost of the work, date of commencement & date of completion of the work.
- iii. The works reckoned for the above purpose are those executed by the tenderers as prime Contractor or proportionately as member of joint venture or Sub Contractor. The Sub-Contractor shall be an authorized and approved Sub-Contractor by the Employer of the work(s) against which the tenderer has claimed his experience. The tenderer shall attach attested copy(s) of approval issued by the Employer(s) authorizing as a Sub-Contractor; in proof of the claim of the tenderer as a sub-Contractor. The tenderer is also obliged to produce the original of the certified copy(s) on request by the department.
- iv. Following enhancement factors will be used for the costs of works executed for bringing the financial figures to a common base value in respect of the works completed in the past years.

Table 1

Year before	Multiplying factor
One year	1.07
Two years	1.14
Three years	1.21
Four years	1.28
Five years	1.35
Six years	1.42

v. **Financial Turnover:**

In proof of Financial Turnover Audited Annual Accounts Statements or IT returns duly acknowledged by the Income Tax department along with Computation Statement signed by the Auditor/ Chartered Accountant, for the last three years shall be produced by the tenderer. *A statement duly certified by the Chartered Accountant showing the Average Annual Financial Turnover over supported by audited financial statements for the last three years ending 31.03.2021 shall be submitted.*

2. **Other Eligibility Considerations**

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

- i) made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- ii) record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, black listing/ debarring by Govt. departments etc.

2.2 **The bidders having EPF/ ESI registration certificates only shall be considered for qualification in the tenderers, if applicable, as per EPF /ESI Acts. In case,**

the Tenderer does not have the required number of employees which makes such registration mandatory, an Undertaking to the effect shall be furnished.

3. Pertinent information to the tender is given in the following Tables:
 i) Schedule of different activities till submission of the bid are detailed as under:

Table 2

Sl. No.	Particulars	Date and Time
1	Tender e- publication date	<i>14-07-2022</i>
2	Download period of Bid Documents	<i>14-07-2022 to 04-08-2022</i>
3	Date of Pre-Bid meeting	<i>Not Applicable</i>
4	Last date for seeking clarification	<i>27-07-2022</i>
5	Last date and time of submission of Bid	<i>04-08-2022 up to 14.30 hrs</i>
6	Date and time of opening the Bid	<i>04-08-2022 after 15.00 hrs</i>

- ii) **Bid information :**

Table 3

i)	Estimated Amount put to Tender	Rs.7,40,010/-.
ii)	Earnest Money Deposit	Rs.7,400/- furnished through Demand Draft or Banker's Cheque drawn in favour of Financial Adviser & Chief Accounts Officer, CoPA from any Nationalised Bank/ Scheduled Bank in India.
iii)	Cost of Bid document	Rs.840/- (Rs.750 + 12% GST) (Non refundable) furnished either through Demand Draft/ Banker's Cheque drawn in favour of the Financial Adviser & Chief Accounts Officer, CoPA from any Nationalized Bank/ Scheduled Bank in India, being the cost of single copy of the tender document
iv)	Validity period of Tender	120 days from the Last Date of Submission of Bid.
v)	Time for Completion	1 (One) Year

4. This work essentially comprises of the following:
 i. Cleaning & maintaining the whole works and facilities of the landscaped areas viz : (i) Harbour House compound, (ii) Marine House compound, (ii) Administrative blocks compound except the lawn in front of stage,

(iv) CAD compound, and (v) Port Guest House & Port Guest House Annex (vi) adjacent to compound wall of AD block, CAD, and customs House, (vii) triangular and circular traffic islands, (viii) between entrance of Harbour house and garage near Harbour House by cutting and removing grass and other over growth and disposing of the rubbish within a lead of 6kms including

- (a) Proper up keep of lawn by deweeding, mowing, manuring etc.
- (b) Proper up keep of plants by pruning, nursing, maring etc.
- (c) Repotting and planting of plants
- (d) Arranging flower pots in offices as and when required
- (e) Watering daily except rainy days
- (f) Dee weeding, mowing lawn etc. atleast twice in a month
- (g) Any other work connected with the maintenance of landscaped areas etc.
- (h) Supply of tools/ manure/ materials/labour etc.

5. Tender documents can be downloaded from the e-Tendering portal www.tenderwizard.com/CPT on the dates specified in Table 2 given above by making online requisition. Bid document will also be available in Cochin Port website (www.cochinport.gov.in) as well as Govt. tender website, www.eprocure.gov.in, which can be downloaded for submission. The cost of bid document shall be furnished in the form of Demand Draft/ Banker's Cheque drawn in favour of FA & CAO, CoPA. The bidder shall submit the Originals of (i) DD / Bankers Cheque towards the cost of tender and EMD and (ii) Power of Attorney in favour of signatory(s) to the tender, with letter of submission in a sealed cover to the **Suptdg. Engineer(CM), Cochin Port Trust, W/Island, Cochin-682009, Kerala**, within 3 (Three) working days from the date of opening. **Non submission of original financial documents towards cost of tender document and EMD within 3 (Three) working days from the date of opening, will make the tender liable for rejection.**
6. The bidders need to obtain the one time User ID & password for log-in to in **e-Tendering** system from the service provider **KEONICS** by paying registration amount of **Rs.1124/-** by online Payment using Credit/Debit Card/Net banking or DD in favour of "KSEDCL, Bangalore".
7. The intending bidder must have valid Class-II or III digital signature certificate to submit the bid. For further details and to obtain the digital signature, please contact e-Tender Help Desk No.080-40482000 / 9746118529 / 9605557738.
8. Tenders shall be submitted "**online**" strictly in accordance with the Instructions to Tenderers and Terms & Conditions given in the tender document.
9. The bidder is responsible to download Addenda/ Amendments/ Errata/ Replies to the queries of the bidders etc., if any, issued by the Employer, from the website before submission of the bid. **Any shortfall in uploading the said Addenda/ Amendments/ Errata/ Replies to the queries of Tenderer etc. duly signed along with the downloaded documents while uploading the Tender will render the Tender incomplete and incomplete Tender Documents may be rejected.**

10. All Bids are to be submitted **online only** on the website www.tenderwizard.com/COPT. No Bids shall be accepted off-line (Hard copy).
11. Cochin Port Authority will not be held responsible for any technical snag or network failure during online bidding. It is the bidder's responsibility to comply with the system requirements i.e. hardware, software and internet connectivity at bidder's premises, to access the e-Tender portal. Under any circumstances, Cochin Port Authority shall not be liable to the bidders for any direct/indirect loss or damages incurred by them arising out of incorrect use of the e-Tender system or internet connectivity failures.
12. The Bidder shall submit Originals of: (i) DD / Banker's Cheque towards the cost of Tender document and EMD; and (ii) Power of Attorney along with letter of submission in a sealed cover **to the Suptdg.Engineer (Tech), Cochin Port Authority, W/Island, Cochin – 682009, KERALA**, within 3 (Three) working days from the date of opening. **Non submission of original financial documents towards cost of tender document and EMD within 3 (Three) working days from the date of opening, will make the tender liable for rejection..**
13. MSME Bidders who are registered with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Village Industries Board (KVIB) or Coir Board or National Small Industries Corporation (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME for similar nature of Works shall be eligible for issue of Bid Document free of cost and exemption from payment for issue of tender document. They are required to submit documentary proof of such registration along with the offer, as detailed in Instructions to Bidders, for claiming the available exemptions and a scanned copy of Exemption Certificate duly notarized shall be uploaded in the e – Tender Portal. If the Registration Certificate does not pertain to the Category of 'Similar Works' mentioned above, the Tender will be rejected.
14. The undersigned reserves the right to reject/cancel/postpone any one or all tenders at any stage of the tender, which shall be binding on all bidders.

Sd/-
SUPTDG. ENGINEER(CM)
COCHIN PORT AUTHORITY