

# Bidding Document

## Table of Contents

### Volume I (Technical Proposal,)

#### PART 1 – Bidding Procedures

Section 1.	Instructions to Bidders.....	1-1
Section 2.	Bid Data Sheet.....	2-1
Section 3.	Evaluation and Qualification Criteria.....	3-1
Section 4.	Bidding Forms.....	4-1
Section 5.	Eligible Countries .....	5-1

#### PART 2 – Employers Requirements (Separate volume)

Section 6.	Employers Requirement.....	6-1
	Include Dwgs.	
	Appendix 1 Revised Initial Environment Examination Report	

#### PART 3 – Conditions of Contract and Contract Forms

Section 7.	General Conditions of Contract .....	7-1
Section 8.	Particular Conditions of Contract.....	8-1
Section 9.	Contract Forms .....	9-1

### Volume II (For Submission in Price Proposal)

Letter of Price Bid.....	3
Schedules .....	5
Bill of Quantities .....	5
Preamble .....	5
Abstract of Bid Prices .....	7
Bill of Quantities for Development of Landfill Site and Associated Works (Balance Works) under Tranche-I at Marten, Shillong .....	8

**Employer: Urban Affairs Department , Government of Meghalaya, represented by the Project Director, State Investment Project Management & Implementation Unit Shillong (SIPMIU).**

**Urban Affairs Complex, Dhankheti, Shillong- 793003**

**Phone: 0364-2505463, Fax -0364-2505463**

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### **Abstract of Bid**

- 1 Contract Package No : LF&R/SWM/SHI/T1/NCB -RT
- 2 Name of the Work : Development of Landfill Site and Associated Works (Balance Works) under Tranche-I at Marten, Shillong
- 3 Eligible Bidders : The invitation for bid is opened to all bidders including joint ventures
- 4 Bid Document issued to : Bidder's Name and Address :
  
- 5 Cost of Bid Documents (Inclusive of All Taxes) : INR 10,000/- (Ten Thousand only)
- 6 Signature of Issuing Officer (With Date and Seal) :
  
- 7 Issue, Submission and Opening Dates:
  - a) Dates of issue of Bid Document : From : 15/12/2015 To: 17/01/2016  
(Clause 2 of Invitations for Bids)
  - b) Last Date and Time for Receipt of Bids : Upto Date: 18/01/2016 Time: 14:00 Hrs  
(In Duplicate: Clause 22 of Section 1, Instructions to Bidder)
  - c) Date and Time for Opening of Bids : Date: 18/01/2016 Time: 14:30 Hrs

- 8 Pre-Bid Meeting (Clause 7.4 of Section 1, Instructions to Bidder) : Date: 07/01/2016 Time: 15:00 Hrs
- 9 Period of Bid Validity (Clause 18, of Section 1, Instructions to Bidder) : 120 (One Hundred Twenty) days , after the last date of Bid Submission
- 10 Amount of Bid Security (Clause 19 of Section 1, Instructions to Bidder) : **Rs. 9,00,000/- (Nine Lakhs only)** in the form of a bank guarantee or demand draft issued by a nationalized or schedule bank in India, valid for a period of 28 days after expiry of the bid validity period i.e. up to 14/06/2016
- 11 Performance Security (Clause 42, of Section 1, Instructions to Bidders and Clause 49 of Section 7, General Conditions of Contract) : 10% of the Contract Amount valid up to 28 days from the date of expiry of Defect Liability Period
- 12 Retention Money (Clause 45, of ,Section 7 General Conditions of Contract) : The proportion of payments retained is: A proportion of 5% (five percent) of the payment shall be retained from the first payment to each payment upto a maximum retention of 5% (five percent) of the contract amount.
- 13 Refund of Retention Money (Clause 45.2 Section 7, General Conditions of Contract) : Half the total amount will be paid after the issue of certificate of completion and half shall be repaid after defect liability period is passed.
- 14 Defect Liability Period (Clause 33 of Section 7, General Conditions of Contract) : Defect Liability Period is 365 days.
- 15 Liquidated Damages for Delay in Completing Works (Clause 46 of Section 7, General Conditions of Contract) : 0.05% of full contract value for every day of delay subject to maximum of 10% of contract value.
- 16 Defects Notice Period (Clause 33.2 of Section 7, General Conditions of Contract) : Every time notice of defect is given the contractor shall correct the notified defect with in the time specified by Project Manager's notice.
- 17 Period Within which Formal Agreement Shall be Executed After Notification by the Employer (Clause 41.2,of Section 1, Instruction to Bidders) : With in 28 (Twenty Eight) days from the date of issue of the Letter of Acceptance.
- 18 Last Date Allowed for Starting the Work: : Start Date shall be reckoned from the date mentioned in Notice to Proceed by the employer.
- 19 Time for Execution of Contract (Clause 1.1 u of Section 7, General Conditions of Contract) : 12 Months

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- 20 Deduction of Advance Income Tax and Advance Contract Tax (Clause 42 of Section 7, General Conditions of Contract.) : As per the prevailing Tax Rules of the Government of India and the Government of State of Meghalaya.
- 21 Currency of Payment (Clause 15 Section 1, Instructions to Bidder) : Indian Rupees

## **Preface**

This Bidding Document for Procurement of Works has been prepared by State Investment Program Management & Implementation Unit (SIPMIU), Urban Affairs Complex, Dhankheti, Shillong-793003, Meghalaya and is based on the Standard Bidding Document for “Procurement of Works, Contracts” issued by the Asian Development Bank.

**GOVERNMENT OF MEGHALAYA  
OFFICE OF THE PROJECT DIRECTOR  
STATE INVESTMENT PROJECT MANAGEMENT AND IMPLEMENTATION UNIT  
ASIAN DEVELOPMENT BANK- ASSISTED NERCCDIP-PROJECT  
URBAN AFFAIRS COMPLEX, DHANKHETI, SHILLONG.  
E-mail [pdsipmiu-meg@gov.in](mailto:pdsipmiu-meg@gov.in)/[pd.sipmiushillong@gmail.com](mailto:pd.sipmiushillong@gmail.com), Phone No.0364-2505463**

No. SIPMIU / MEG/16/2015/1,

Dated Shillong the 10<sup>th</sup> Dec, 2015**INVITATION FOR BIDS****Contract Title:**

Development of Landfill site and Associated Works (Balance work) under Tranche-I, at Marten, Shillong, Meghalaya - (NCB Number:- LF&R/SWM/SHI/TR-I/NCB-RT)

Invitation Number: SIPMIU / MEG/ 16 / 2015 /1.

**Dead line for the Bid: 18<sup>th</sup> January 2016 at 14.00 hrs.**

1. India has applied for a loan from the Asian Development Bank (ADB) towards the cost of Project under North Eastern Region Capital Cities Development Investment Program. Part of this loan will be used for payment under the contract named above. Bidding is open to bidder from eligible source countries of the ADB. This contract will be jointly financed by Ministry of Urban Development, Government of India. The eligibility rules and procedures of the ADB will govern the bidding process.
2. On behalf of the Government of Meghalaya, the Project Director, State Investment Project Management and Implementation Unit, Shillong, Urban Affairs Department, Government of Meghalaya (The employer) invites sealed bids from eligible bidders for the above works at Shillong. The bid should include all the goods and related services included in the contract package. Offers for part scope of the work will not be considered.
3. Only eligible bidders with the qualifications as prescribed in bidding document should participate in the bidding. However some of the Major qualifications required are as follows:

**Major Qualification Criteria:**

Sl. No.	Qualification Parameter	Minimum Requirements
1.	Experience in relevant business	5 years
2	Average annual turnover in last 3 years in crores (INR)	3.50
3	Bid Security in lakhs (INR)	9.00

4. National Competitive Bidding will be conducted in accordance with ADB's Single Stage: Two Envelope bidding procedure.
5. Interested eligible Bidders may, inspect the Bidding Document and obtain further information from office of the Project Director, State Investment Project Management & Implementation Unit (SIPMIU), Urban Affairs complex, Dhankheti, Shillong-793001. Tele-Fax: 0364-2505463. Electronic mail address: [pdsipmiu-meg@gov.in](mailto:pdsipmiu-meg@gov.in) / [pd.sipmiushillong@gmail.com](mailto:pd.sipmiushillong@gmail.com), website: <http://sipmiu.nic.in> from 14<sup>th</sup> December 2015 between 11:00 to 16:00 hours on all working days.
6. A complete set of bidding documents for each package, in the English Language, may be purchased by interested eligible bidders on submission of a written application to the Project Director, SIPMIU, Urban Affairs Complex, Dhankheti, Shillong on payment of non-refundable fee of Indian Rupees ₹.10,000/- (Ten Thousand only) each during normal office hours on all working days from 14<sup>th</sup> December 2015. Those bidders who desire to receive the Bidding Documents by courier shall pay Indian Rupees. ₹.2000 (Two Thousand only) per bid document, extra for delivery within India and Indian Rupees ₹.3000 (Three Thousand only) per bid document, extra for delivery to any place outside India. The fee and courier charges shall be paid in Indian Rupees or an equivalent amount in a freely convertible currency only in the form of demand draft favoring the Project Director, SIPMIU, Shillong, payable at Shillong. No liability will be accepted for loss or late delivery. The bid notification and bidding document can also be downloaded from the Program website <http://sipmiu.nic.in>. In this case the bid should be submitted along with required non refundable fees. In absence of this fee, bid will not be accepted.
7. Site visit for interested parties will be held on the 6<sup>th</sup> January 2016 at 11.00 hours. A Prebid meeting will be held on the 7<sup>th</sup> January 2016 at 15.00 hours in the office of the Project Director, SIPMIU, Urban Affairs Complex, Dhankheti, Shillong. Interested bidders may choose to attend the site visit and prebid meeting at their own expenses.



8. Sealed bids must be delivered to the address mentioned above under para 5, on or before the **18<sup>th</sup> January 2016 at 14.00 hours and will be opened on the same date at 14.30 hours.**
9. All bids must be accompanied by the specified bid security as part of the bid. The amount & currency of the bid security shall be as specified in table of para 3. The bid security shall be in the form of a Bank Guarantee or a Demand Draft in favour of Project Director, SIPMIU, Shillong payable at Shillong issued by a nationalized or scheduled bank in India and valid for the period of bid validity and an additional period of 28 days. Late bids shall be rejected. Technical Bids will be opened 30 minutes immediately thereafter the deadline of bid on the same day and at the same place in the presence of the bidders or bidders' representatives who choose to attend. In the event of the specified date of bidding/opening being declared a holiday for the Employer/Purchaser, the bids shall be received and opened at the same time and place on the next working day.
10. SIPMIU will not be responsible for any costs or expenses incurred by the bidders in connection with the preparation or delivery of the bids.
11. Project Director, SIPMIU, Shillong reserves the right to accept any bid or reject any and all bids.


Sd/-  
Project Director  
SIPMIU, Shillong

No. SIPMIU / MEG/16/2015/1-A

Dated, Shillong the 10<sup>th</sup> Dec, 2015.

Copy to :-

1. To The P.S. to the Additional Chief Secretary to the Government of Meghalaya, Urban Affairs Department for information of the Additional Chief Secretary.
2. The Director (UD) Ministry of Urban Development, Government of India, Nirman Bhawan, New Delhi for information.
3. Country Director, INRM, ADB, 6 ADB Avenue, Mandaluyong City, 1550 Metro Manila, Philippines for information.
4. Mr. Ron Slangen, Urban Development Specialist, South Asian Department, Asian Development Bank, 4 San Martin Marg, Chanakyapuri, New Delhi – 110021 for information.
5. The Deputy Secretary to the Government of Meghalaya, Urban Affairs Department for information.
6. The State Informatics Officer, Meghalaya, Shillong with a request to upload the advertisement in the office's website <http://sipmiu.nic.in>; State Government website <http://meghalaya.nic.in>. & SMB website <http://smb.gov.in>. A soft copy of the advertisement is enclosed.

  
Project Director  
SIPMIU, Shillong