



LIFE INSURANCE CORPORATION OF INDIA,  
Divisional Office, Engineering Department (1st floor),  
“Jeevan Prakash” Building,  
Surya Nagar, Bhubaneswar-751001.  
PHONE: 0674-2397312,  
E-mail: engg.bhubaneswar@licindia.com  
AN ISO 9001:2015 CERTIFIED DEPARTMENT

**Invitation of E-Tender on Percentage Rate basis for Proposed  
Modernisation of Bhawanipatna Branch Office under Berhampur D.O**

**( WORKING OFFICE )**

**NOTICE INVITING e-TENDER (NIT) AND  
BID-II (QUALIFICATION/TECHNICAL BID)**

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**LIFE INSURANCE CORPORATION OF INDIA**  
DIVISIONAL OFFICE,  
'JEEVAN PRAKASH' BUILDING, SURYA NAGAR, UNIT-VII,  
BHUBANESWAR- 751001.  
Phone No : 0674-2397312  
**AN ISO 9001:2015 CERTIFIED DEPARTMENT**

**"COMPETITIVE TENDERS"**

Life Insurance Corporation of India invites e-bids through website <http://www.tenderwizard.com/LIC> from eligible bidders for the following works on Percentage rate basis:

Bid No.	LIC/BBSR/Engg-41/2022-23
Description of Works	Invitation of E-Tender on Percentage Rate basis for Proposed Modernization of Bhawanipatna Branch Office under Berhampur D.O.
Estimated Cost	Rs 95,39,182/-
Sale Period (Downloading)	<b>02/12/2022(17.31 Hrs) to 16/12/2022</b> upto 14.00 hrs.
Sending of Pre-Bid queries	Upto 17.30 hrs on <b>12.12.2022</b> by email to <a href="mailto:engg.bhubaneswar@licindia.com">engg.bhubaneswar@licindia.com</a>
Online Bid submission closing date & time	<b>16.12.2022 at 14.30 hours</b>
Physical Bid Submission closing date & time	<b>16.12.2022</b> up to 15.00 hrs
Opening of EMD Cover & Technical Bid date & time	<b>16.12.2022, 15.30 hrs onwards</b>
Contact E-mail:	<a href="mailto:engg.bhubaneswar@licindia.com">engg.bhubaneswar@licindia.com</a>

Note: Any addendum/corrigendum/sale date extension in respect of above tenders shall be issued on website: <http://www.tenderwizard.com/LIC> only and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit the said website to keep themselves updated.

**Dated 02/12/2022**

**DY.CHIEF ENGINEER**

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## **QUALIFICATION NOTICE**

Life Insurance corporation of India invites Percentage Rate e-Tender for “ Proposed Modernisation of Bhawanipatna Branch Office under Berhampur D.O. ” as per the following schedule.

### 1.0 Schedule :

I	Tender Document No. / Bid No.	LIC/BBSR/Engg-41/2022-23
II	Name of Work	Invitation of E-Tender on Percentage Rate basis for Proposed Modernisation of <b>Bhawanipatna</b> Branch Office under Berhampur D.O
III	Brief Description / Scope of Work	Modernisation of <b>Bhawanipatna</b> Branch Office under Berhampur D.O which includes civil work, modular furniture, electrical installations, telephone and data network, Fire alarm air-conditioning and Toilet Renovation work/allied works as per technical specifications and schedule of quantities.
IV	Estimated Cost	Rs 95,39,182/- ( Rupees Ninety five lakhs thirty nine Thousand one Hundred eighty two only )
V	Sale Period (Downloading of Bid documents)	02.12.2022 (17.31 hrs ) to 16.12.2022 (14.00 hrs )
VI	Uploading of Pre-Bid queries by the Prospective Bidders	Up to 17.30 hrs on 12/12/.2022 by email to engg.bhubaneswar @licindia.com
VII	Online Bid submission closing date & time	16/12/.2022 at 14.30 hours (IST)
VIII	Physical Submission of Bid-I & Bid-II closing date & time : (Original BG/DD/MR)	16/12/.2022 up to 15.00 hrs  If the Bidder fails to submit the original DD/BG/MR etc as applicable in lieu of EMD and Tender Cost/ Tender Processing Fee within date and time as specified, the On-line Bid of the Bidder will be declared as Non-bonafide irrespective of the fact that scanned copy of the DD/BG might have been uploaded on e-tendering portal and even if the delay is due to extraneous factor.
IX	Opening of Technical Bid (Bid-II Qualification Bid) date & time	16/12/2022, 15.30 hrs onwards
X	Period of Completion of Work	90 (Ninety) Days
XI	Earnest Money Deposit (EMD)	Rs 47,700.00 (Rupees Forty seven Thousand seven Hundred only) In the form of Cash depositing the same in LIC Divisional Office Cash Counter during Cash hours of working days and obtaining Receipt (MR) which has to be submitted with Bid - I <u>OR</u> In the form of Demand Draft/Pay Order/Banker's Cheque in favour of Life Insurance Corporation of India payable at Bhubaneswar

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		<p><u>OR</u> In the form of Bank Guarantee (as per proforma) issued by any Nationalised / Scheduled Bank preferably at Bhubaneswar or where a Branch / Division exists</p> <p><u>OR</u> 50% amount In the form of Demand Draft/Pay Order/Banker's Cheque in favour of Life Insurance Corporation of India payable at Bhubaneswar and 50% amount In the form of Bank Guarantee (as per Performa) issued by any Nationalised / Scheduled Bank preferably at Bhubaneswar or where a Branch / Division exists</p> <p><u>OR</u> Payment through NEFT mode directly to LIC Account as detailed below :</p> <p><b>Name of Bank :</b> : AXIS BANK LTD.  <b>Branch :</b> : Satyanagar, Bhubaneswar  <b>Account No.</b> : 024010200036829  <b>IFSC No.</b> : UTIB0000024  <b>Account Type :</b> : Current</p> <p>Payment through NEFT closes on 16.12.2022 at 14.30 hours  Note : The Bid Security (EMD) is to remain valid for a period of 45 (forty five) days beyond the final bid validity period of 90(Ninety) days. In case of Bank Guarantee, Claim Period of 6 (Six) Months shall be provided in BG.</p>
XII	Tender Cost/ Tender Processing Fee (Non-refundable)	<p>Rs 500.00 plus 18% GST i.e. total <b>Rs 590.00 ( Rupees Five hundred Ninety only)</b></p> <p>In the form of Cash depositing the same in LIC Divisional Office Cash Counter during Cash hours of working days and obtaining Receipt (MR) which has to be submitted with Bid - I</p> <p><u>OR</u> In the form of Demand Draft/Pay Order/Banker's Cheque in favour of Life Insurance Corporation of India payable at Bhubaneswar</p> <p><u>OR</u> Payment through NEFT mode directly to LIC Account as detailed below :</p> <p><b>Name of Bank :</b> : AXIS BANK LTD.  <b>Branch :</b> : Satyanagar, Bhubaneswar  <b>Account No.</b> : 024010200036829  <b>IFSC No.</b> : UTIB0000024  <b>Account Type :</b> : Current</p> <p>Payment through NEFT closes on 16.12.2022 at 14.30 hours</p>

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## 2.0 Minimum Eligibility Criteria :

### 1. Work Experience :

The applicant / bidder should have completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following :

**(a) Three similar** completed works, each costing not less than the amount equal to Rs. **38.16 Lakh**

**OR**

**(b) Two similar** completed works, each costing not less than the amount equal to Rs. **47.70 Lakh**

**OR**

**(c) One similar** completed works, each costing not less than the amount equal to Rs. **76.31 Lakh**

For arriving at current cost of similar works, value of qualifying work executed shall be brought to current costing level by enhancing the actual value of work at a simple rate of 7% per annum calculated from the date of completion to the date of Bid-II (Qualification Bid) opening.

“Similar nature” means works of civil repairing and interior works, modular furniture, electrical installations, telephone and data network, Fire alarm and air-conditioning, Toilet Renovation and allied works.

The applicants/ bidders need to submit completion certificate for all qualifying works, containing the details such as Date of Commencement and Completion, details of similar nature of works, Final Completion cost duly certified by Authorized official in case of Govt./Semi-Govt. or Public Sector Undertaking.

In case qualifying works are from Private Sector, the applicants / bidders are required to submit payment received details duly certified by Chartered Accountant. If called for, documents such as copy of final bill or other relevant documents are to be submitted for verification.

### 2. Financial Strength :

#### i) **Average Annual Financial Turnover :**

The Applicant should have Average Annual Financial Turnover of **not less than 47.70 lakhs of works from works contract and shall be derived by considering average of any 3 Financial Years having maximum turnover among last 5 Financial Years ending 31<sup>st</sup> March, 2022.** (Scanned copy of certificate from Chartered Accountant to be uploaded).

Note : In case final audited account statements are not available for the last year, then provisional account statements can be submitted duly certified by Chartered Accountant.

#### ii) **Solvency/ Banker Certificate Or Net Worth Certificate ( anyone to be submitted)**

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Solvency/ Banker Certificate is to be submitted which should be **at least 38.16 lakh** and should not be older than 1(One) year from the last date of submission of Bid. Solvency/ Banker Certificate should have been issued by a Scheduled Commercial ( i.e. Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-operative Banks or Regional Rural Banks) (Sample Form for Solvency Certificate as per Annexure I).

OR

Net Worth Certificate of Minimum Rs 9.54 lakh issued / certified by Chartered Accountant (Sample Form of Net Worth Certificate as per Annexure J).

**3. The bidder should have valid registration with Employees Provident Fund organization under 'EPF and Miscellaneous Provisions Act, 1952'.**

**3.0 Disqualification :**

Even if an applicant meets the Qualification Criteria, he shall be subject to disqualification if he or anyone of the constituent partner/Director is found to have :

- i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements

And/or

- ii) Records of poor performance during the last five years, as on the date of NIT, such as abandoning of work, rescission of the contract for reason which are attributable to non-performance of the Contractor, inordinate delays in the completion, consistent history of litigation resulting in awards against the contractor or any of the constituents, or financial failure due to bankruptcy and so on.

**4.0 Joint Ventures applicants will not be considered.**

All eligible bidders meeting the eligibility criteria as defined above can participate in the tender. The applicant should be a private or government owned legal entity.

The tender document can be downloaded from website [www.tenderwizard.com/LIC](http://www.tenderwizard.com/LIC). Corrigendum(s)/Amendment(s), if any, would appear only on the above mentioned website and will not be published in any News Paper or any other website.

**5.0 Submission of Bids :**

**A) Online Submission of Bids will be as under;**

**BID- I**

- 1 . Scanned copy of MR / DD for EMD and Tender Fee, if applicable.
- 2 . Scanned copy of Bank Guarantee for EMD, if applicable .

**BID- II**

1. Scanned copy of Duly executed by the bidder Pre-Contract Integrity Pact as per format

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2. Scanned copy of The **Form for Qualification of Bidders** including Annexures, Check List duly filled –up in all respect and all supporting documents forms the Qualification Bid / Technical Bid. All documents shall be self-attested by the authorized person of the bidder with an undertaking that full responsibility is taken by him/her on behalf of the bidder for veracity of submitted documents.
3. Statement of Accounts duly certified by a Chartered Accountant with Registration Number etc.
4. Scanned copy of Signed and filled-in 'Letter from Bidder to the Chief Engineer'.
5. Bank Account details as per format with Scanned copy of cancelled Cheque.
6. Authorization letter/ Power of attorney in favour of the signatory/ DSC holder.
7. Undertaking for taking ODISHA State GST Registration
8. Unconditional Letter of Acceptance of Tender Conditions on Letter-head of the Applicant/ Bidder.
9. Signed copy of Amendment/Corrigendum, if any.

**BID - III (Financial bid):**

The bidder should put name of firm and quote the amount in the Financial Bid Template only on tender portal without making any modifications in the protected cells, considering the Tender terms & conditions, specifications and Schedule of Quantities. No other document, conditions shall be uploaded along with FINANCIAL BID.

**B) Physical Submission of Bids will be as under;**

- i) DD for EMD and Tender Fee, if applicable.
- ii) Bank Guarantee for EMD, if applicable.
- iii) MR for Cash Receipt for EMD and Tender Fee, if applicable

In sealed envelope super scribing the name of work ( **Tender for Modernization of BO Bhawanipatna against Bid No. LIC/BBSR/Engg-41/2022-23** ) addressed to **The Dy.Chief Engineer, LIC of India, Divisional Office Building, Engineering Department, Jeevan Prakash Building, 1<sup>st</sup> Floor, Surya Nagar, Bhubaneswar – 751001.**

If the Bidder fails to submit physically Bid-I (with Original DD/BG etc, if applicable) on or before the specified date and time, the online bid submitted will be declared non-bonafide and shall not be opened irrespective of fact that scanned copy of the same might have been uploaded on e-tender portal, even if the delay is due to extraneous factor.

The following Officers at Engineering department, Divisional Office, Bhubaneswar are authorized to receive the bid envelopes :

1. Sri Bidu Prasad Meher, Admn Officer (Engg A/cs)
2. Sri Prabeer Kumar Rath, Asst. Secy( Engg A/cs)

Before physical submission of Bid as above in 'Tender Box', endorsement of any of the above-mentioned Officers is required on the envelope with date and time of receipt.

**Those intending Tenderers/ Bidders/ Contractors not registered on the website <http://www.tenderwizard.com/LIC> mentioned above with M/s Antares Systems Ltd. are required to get registered beforehand. The intending tenderer / bidder must have class – III digital signature certificate to submit the tender/Bid.**



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**Note:**

- (a) The Bidder will be considered for qualification only after satisfactory verification of the genuineness of the Bank Solvency Certificate/ Bankers Certificate/ Net Worth Certificate and submitted documents as the proof of Credentials. In case the BG and/or any of the documents of credential submitted by the bidder is/ are found to be not genuine, the Bidder will be barred from participating in the tender of the Corporation for 3 to 5 years period and the information will be shared with Govt. of India, Banks and other financial institutions and their previous / present employers.
- (b) Any Bidder applied and fulfilling the selection criteria may not be considered if unsatisfactory performance report/s is/are received for the completed projects from their previous employer/s.
- (c) The credentials of works executed under Joint-Ventures system and applications from Joint Venture agencies shall not be accepted.
- (d) In case of Private works, bidders are required to submit payment received details duly certified by Chartered Accountant. If called for documents such as copy of paid final bill and other relevant documents have to be submitted for verification.
- (e) Certificate submitted from the previous employer in support of credentials should clearly mention the postal address, telephone number and Email Id of the Employer.
- (f) **The Chief Engineer reserve the right to not open Qualification & Financial bid of Tender of any/ all the Applicants at his sole discretion without assigning any reason whatsoever.**

Date:02/12/2022

**DY.CHIEF ENGINEER**



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## **System Tender No. : LIC/BBSR/Engg-41/2022-23**

1. Online bids are hereby invited for the works mentioned below through online e-Tendering System portal <http://www.tenderwizard.com/LIC> from the intended contractors.

Sr. No.	Name of Work	Estimated Cost	Earnest Money Deposit (EMD)	Tender Document Fee
1.	Invitation of E-Tender on Percentage Rate basis for Proposed Modernisation of Bhawanipatna Branch Office under Berhampur D.O.	Rs 95,39,182/-	Rs 47,700.00 (Rupees Forty seven thousand seven Hundred only)	Rs 500.00 plus 18% GST i.e. total Rs 590.00 (Rupees Five hundred Ninety only)(non- refundable)

2. Possession of Digital Signature Certificate (DSC) and registration of the contractors on the portal i.e. <http://www.tenderwizard.com/LIC> is a prerequisite for e-Tendering.
3. For Registration and for further details on e-tendering, please visit website above mentioned portal (website) or below mentioned Helpdesk details.

**Office Address :**

Antares Systems Limited.  
E-Tender helpdesk  
#24, Sudha Complex,  
03rd Stage, 04th Block,  
Basaveshwaranagara,  
Bangalore – 560079

**Help Desk Contact Details:**

Tel: 080-4049352011  
Mobile: 9686115304,7763816416,9771414548  
E-mail: [lokesh.hr@etenderwizard.com](mailto:lokesh.hr@etenderwizard.com)  
[raghuprashanth@etenderwizard.com](mailto:raghuprashanth@etenderwizard.com)  
[twhelpdesk315@gmail.com](mailto:twhelpdesk315@gmail.com)  
[twhelpdesk670@gmail.com](mailto:twhelpdesk670@gmail.com)

**KEY DATES**

Sl. No.	Stage	Start Date and Time	Expiry Date and Time
1	Release of NIT	02/12/2022 10.30 hrs	02/12/2022 17.30 hrs
2	Downloading of Tender Document	02/12/2022 17.31 Hrs	16.12.2022 14.00 Hrs
3	Sending of Bid queries to <a href="mailto:engg.bhubaneswar@licindia.com">engg.bhubaneswar@licindia.com</a>		Upto 17.30 hrs on 12/12/2022
4	Online submission of tender documents	03/12/2022 10.30 Hrs	16/12/.2022 14.30 Hrs
5	Last date of physical submission of Bid – I		16.12.2022 15.00 Hrs
6	Physical Opening of BID-I and Online opening of BID-II	16.12.2022 15.30 Hrs onwards	
7	Online opening of Financial Bid	To be intimated to the eligible Bidders at a later date, also will be notified on e-Tender portal.	

**The venue of the Physical Submission of BID-I:**

**Life Insurance Corporation of India**

Divisional Office, Engineering Department (1st floor),  
“Jeevan Prakash” Building, Surya Nagar,

**Bhubaneswar-751001.**

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## **INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDERS**

NOTE: Bidder should note that non-compliance of the following instructions will render the tender liable for rejection.

1. **Address to which the BID – I ( Earnest Money Deposit ,Tender document Fee), if applicable, in a sealed envelope is to be submitted physically to :**  
The Dy.Chief Engineer,  
Life Insurance Corporation of India,  
Divisional Office,  
Engineering Department (1st floor),  
“Jeevan Prakash” Building,  
Surya Nagar,  
**Bhubaneswar-751001.**
2. Last date for receipt of tenders: Refer NIT & Corrigendum / Amendment, if any.
3. The Bidders are advised in their own interest to submit their bids well in advance from last date/time of submission of bids so as to avoid problems which the bidders may face in submission at last moment / during rush hours.
4. The Bidders should fill in all the relevant information in prescribed templates/forms and put his Digital signature on the relevant places as required in the e-tendering System.
5. The Financial Bid should be filled in the template available in e-Tendering portal.
6. Tenderer should note that he/she has to quote percentage rates only. Please note that Financial Bid template will be visible after registration with M/s Antares System Ltd.
7. No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate uploaded documents.
8. Proforma of Articles of Agreement should not be filled in by the tenderer. While the contract shall be deemed to have come into existence on issue of letter of acceptance to the successful tenderer, formal agreement shall be signed thereafter with the successful tenderer on non-judicial stamp paper of requisite value as per the proforma of Articles of Agreement.
9. Earnest Money accompanying the tender will be accepted only in the form of Cash (MR to be submitted after depositing in Divisional Cash Counter)/ Demand Draft/Pay Order/Banker's Cheque of any Nationalized Bank/Approved Scheduled Bank/RTGS/NEFT drawn in favour of “LIFE INSURANCE CORPORATION OF INDIA” payable at “Bhubaneswar” **OR** in the form of Bank Guarantee (**as per enclosed proforma**) of any Nationalised/Scheduled Commercial Bank only (i.e. Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-operative Banks or Regional Rural Banks. Any tender, which is not accompanied by Earnest Money Deposit and Tender cost, shall be summarily rejected. No interest will be paid for the period during which the Earnest Money lies in deposit with the LIC of India. The bank guarantee in lieu of EMD submitted by the Bidders shall be in prescribed format. In case if the Bank Guarantee submitted by the Bidder is not found as per prescribed format, the bid will be liable for rejection.

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10. The tender shall be accompanied by a certified true copy of Power of Attorney in favour of the signatory to the tender documents. If the tender is submitted on behalf of a firm, it must be signed either by all partners or person holding a valid power of attorney from all partners constituting the firm. The person signing the tender on behalf of another partner(s) or on behalf of a firm on Company shall attach with the Tender a proper Power of Attorney duly executed in his favour by such other person(s) or by all the partners in accordance with the Constitution of the Company / Articles of Association, stating that he has the authority to sign on behalf of such other person(s) of the firm or the Company as the case may be, in all matters pertaining to the contract including the Arbitration Clause. The Bidders can submit the scan copy of the same on the online portal.
11. Bidders are warned that Cash, or Encashable Cheque, or Insurance Guarantee, or Fixed Deposit receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted.
12. If the Bidder fails to submit Original Bank Guarantee and /or Original DD for EMD and Tender Fee before the specified date and time, the Bid Document will be declared non-bonafide and Qualification Bid shall not be opened irrespective of the fact that scanned copy of the same might have been uploaded in e-tendering portal, even if the delay is due to extraneous factor.
13. Bidders should note that tender should remain open for consideration for a minimum period of **90 (Ninety) days** from the date fixed for the receipt of tenders.
14. The Tender document as uploaded by LIC can be viewed and downloaded free of cost by anyone including intending bidders, But Financial Bid template can be downloaded only by registered bidders. Bidders to upload all the required documents including valid GST Registration, EPF Registration, PAN Card etc.
15. The bidders are advised to submit complete details with their Qualification Bid as Technical Bid evaluation will be done on the basis of documents submitted/ uploaded. Bid with incomplete/ ambiguous information will be rejected.
16. Certificate of Financial Turnover : At the time of submission of tender, the Bidder shall upload Certificate from Registered Chartered Accountant mentioning audited financial turnover of last 3 years or for the period as specified in the tender document. There is no need to upload entire voluminous Balance Sheet. However page of summarized balance sheet (audited) and page of summarized Profit & Loss Account (audited) duly supported by the registered Chartered Accountant shall be uploaded.
17. The Experience / Completion Certificate / Performance Report should preferably be in the format prescribed ( Annexure **G**)
18. **The Bidder may send the Pre-Bid queries mentioning the Bid No. for necessary clarifications to [engg.bhubaneswar@licindia.com](mailto:engg.bhubaneswar@licindia.com) within the date and time specified in NIT. LIC will address only those queries which are relevant and essentially required for submission of bids. LIC will not individually reply but upload the clarifications in the e-tendering portal to those queries which clarifications are not found in NIT/ Tender. LIC also will not reply to the queries which are not relevant or in contravention to NIT / Tender documents or received after the last date specified.**

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19. Price Bid Template is provided in protected Excel Sheet format, keeping open only those cells where the Bidder need to fill the information like the name of Firm, Percentage rate etc. It has to be filled-up and uploaded within the specified date and time.
20. Bidders to ensure that all the uploaded documents are in readable, printable and legible form failing which the bid is liable for rejection. The documents submitted in hard copy should be duly indexed and page numbered.
21. The Life Insurance Corporation of India reserves the right to reject any or all tenders or cancel/ withdraw the invitation for bid without assigning any reason whatsoever thereof. LIC does not bind itself to accept lowest tender. LIC reserves the right to award the work to a single party or to split the work amongst two or more parties as deemed necessary without assigning any reason thereof. The Bidder is bound to accept the portion of work as offered by LIC after split-up at the quoted / accepted rates. No claim of the Bidder whatsoever shall be entertained by LIC on this account.

Dy. Chief Engineer

## **INFORMATION & INSTRUCTIONS TO THE BIDDERS** **FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS)**

Special Conditions & instructions for using online Electronic Tendering System (eTS) through portal (website) <http://www.tenderwizard.com/LIC> adopted by Life Insurance Corporation of India (LIC), East Central Zonal Office, Patna as given in the subsequent pages will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

- **Registration of the Contractors/Bidders:** All the Contractors intending to participate in the tenders floated online using Electronic Tendering System (ETS) are required to get registered on the e-Tender Portal (website) <http://www.tenderwizard.com/LIC>

After successful Registration on above mentioned portal, contractor will get a User ID and Password to access the website.

- **Viewing of Online Tenders:** The contractors/bidders can view tenders floated on online Electronic Tendering System (ETS) hereinafter referred as “e-Tendering System” through portal (website) at <http://www.tenderwizard.com/LIC>. They can view the details like Tender Notice, Terms and Conditions, drawing (if any) and any other information. To download through they need to login on to the above portal and can download the tender documents of an e-Tender.
- **Obtaining a Digital Certificate and its Usage:** On e-Tendering System the bids should be Encrypted and Signed electronically with a Digital Signature Certificate (DSC) to establish the identity of the bidder on online Portal. The Digital Signature Certificates (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), Government of India.
- The intending bidders may obtain Class III digital certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of digital certificate from our Service Provider for Electronic Tendering System (ETS):

### **E-Tender helpdesk**

#24, Sudha Complex,  
03rd Stage, 04th Block,  
Basaveshwaranagara,  
Bangalore - 560079,

### **Help Desk Contact Details:**

Tel: 080-40482000/121/133/140  
Mobile: 9686115304/9686115323  
E-mail: [lokesh.hr@etenderwizard.com](mailto:lokesh.hr@etenderwizard.com)  
[raghuprashanth@etenderwizard.com](mailto:raghuprashanth@etenderwizard.com)

- The Bid (Online Offer) for a particular e-Tender may be submitted only using the Digital Signature Certificate (DSC), In case, during the process of a particular e-Tender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody. The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

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- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the e-Tendering Portal (website) through <http://www.tenderwizard.com/LIC>.
- In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no- objection certificate /power of attorney to that User. The firm has to authorize a specific individual via an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of agency for LIC of India as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm. It shall be the responsibility of management / partners of the registered firms to inform the certifying authority or Sub Certifying Authority; in case of change of authorized user and that a fresh digital certificate is procured and issued an “authorization certificate” for the new user. The procedure for application of a digital certificate will remain the same for the new user.
- The same procedure holds true for the authorized users in a Private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- Download of Tender Documents:  
The tender documents can only be downloaded from the ElectronicTendering System on the Portal <http://www.tenderwizard.com/LIC>.
- Submission of Online Bids:

The Bidder need to download the Bid Documents including the Blank Template of Price Bid. The Price Bids Template is to be filled without making any changes in the format and the completely filled in templates of Price Bid shall be digitally signed and uploaded on the e-Tender Portal using DSC within the time and last date specified for submission of Bids. The Tender Document including amendments shall also be digitally signed and uploaded on the e-tender portal using Digital Signature Certificate. The scanned copies of self-attested supporting documents of Qualification Bid, Integrity Pact, scanned copies of DD/Pay Order/ BG in lieu of EMD and DD/Pay Order for Tender Document Fee are to be uploaded while submitting the Bids.

The bidders are strictly advised to follow dates and time as mentioned. The date and time will be binding on all the bidders. The bidders are required to complete the stage within the stipulated time as per the schedule to continue their participation in the tender. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and time of the stage as defined.

The bidder should ensure that the status of a particular stage should be shown as “Submitted” before the expiry date and time of that particular stage and he should possess a copy of receipt of completion of each stage to be performed from his end. It will be the sole responsibility of the bidder if the status of a particular stage is “pending” till the expiry date and time of that stage and he is not able to proceed further in the e-tendering process.



## **TENDER EVALUATION PROCEDURE**

**Tenders** are invited in Three Bid tendering system.

1) BID I (E.M.D. & Tender Cost) : Tender Fee of Rs.500/-+ 18% GST (non-refundable) in the form of Demand Draft / MR for Cash Deposit and Earnest Money Deposit (E.M.D.) of **Rs 47,700.00 (Rupees Forty seven Thousand seven Hundred only)** in the form of DD / MR for Cash Deposit and/or B.G. to be remitted as detailed in Qualification notice. On the due date of opening of BID-I, the sealed envelopes consisting of EMD and Tender Cost submitted by the Bidders shall be opened first. The Bank Guarantee of EMD and D.D./pay order submitted in Original in Physical Form shall be examined and if it is found in order as per the requirements stated in NIT, the Qualification Bid (BID No. II) of Bidders whose EMD & tender Fee are found in order shall be opened online .

2 BID-II (Qualification) Evaluation: Eligibility related documents uploaded by the Bidders as well as submitted physically shall be scrutinized and evaluated viz-a-viz the Qualification Criteria given in detailed E-Tender Notice of all the bidders who have submitted valid Earnest Money Deposit and Tender Fee. The veracity of the Bank Guarantee of EMD and Solvency/Bankers Certificate shall be confirmed from the issuing Bank. The documents related to work experience shall be verified from the Employers for whom the qualifying works are executed by the Bidders and CRS shall be collected. Some of the works of the Bidders may be inspected by LIC Officials. In the meantime, pending Confidential Reports from the past Clients of the Bidders, LIC may decide provisional Qualification of the Bidders based on the submitted documents. The list of Qualified bidders with date and time for opening of Price Bids shall be notified on e- Tender Portal <http://www.tenderwizard.com/LIC>. The EMD of the non- qualified Bidders shall be refunded within 10 days from the date of notification of Pre- qualified agencies.

3. In case if the BG submitted by the Bidder is not in order and or found not genuine, the Bidder will not be qualified for opening of Price Bid and shall be barred from participating in the tender of the Corporation for 3-5 years and the information will be shared with Govt. of India, Banks and other financial institutions, their previous/present employers etc

4) BID-III (Financial Bid) : The Financial Bids of Qualified bidders will be opened on the notified date & time.

All the documents of L-1(lowest bidders) pertaining to their Qualification i.e. Solvency Certificate, Turnover, Qualifying Works & Confidential Report from Previous Employers shall be verified and their lowest Financial Bid shall be considered for acceptance, only if all the document submitted are found in order on verification and favorable Confidential Report are received from Previous Employers.

5) In case, the documents submitted by the L-1 bidder are found not to be in order and it is established that L-1 bidder have submitted improper / false documents and their Confidential Report from previous employer are received unfavorable, then their lowest bid shall be rejected. In case of document submitted by L-1 bidder is/are found to be false/fabricated and not genuine, in addition to rejection of lowest bid and debarment of the bidder for participating in future tendering in LIC of India to be imposed and the EMD of L-1 bidder shall be forfeited. The information regarding their debarment in LIC of India shall also be shared with other PSUs /Govt. Departments. And process for re-invitation of above tender shall be reinitiated



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**7) The Bidder is required to maintain the confidentiality of the bidding process :**

**(i) Information relating to the examination, clarification, evaluation and comparison of bids, and recommendations for the award of a contract shall not be disclosed to bidders or any other person not officially concerned with such a process until the award to the successful bidder has been announced.**

**(ii) From the time of bid opening to the time of contract award, no bidder shall contact the concerned Engineering departments on any matter related to the bid, except on request and prior written permission.**

**(iii) Any effort by the bidder to influence in bid evaluation, bid comparison or contract award decisions will vitiate the process and will result in the rejection of the bidder's bid.**

6) All the rights for rejection / consideration of L-1 Bid (Lowest Bid) are reserved with LIC of India without assigning any reason whatsoever.

DY.CHIEFENGINEER

Note:

- 1).The EMD of the Bidders, who do not qualify in Qualification Bid will be released without opening their Financial Bid.
- 2) Notwithstanding anything stated above, LIC reserves the right to assess the capabilities and capacity of the tenderer to perform the contract, in the overall interest of LIC. In case, tenderer's capabilities and capacities are not found satisfactory, LIC reserves the right to reject the tender.

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### **INSTRUCTIONS FOR FILLING AND SUBMISSION OF QUALIFICATION FORM**

The Qualification Form along with the Annexure A1, A2 and B to H shall be completely filled in all respect as per instructions for filling and uploaded in the E-tendering portal.

Bidders to note that all particulars required as per the form and Annexures shall be filled in completely in relevant place strictly as per the format. The forms not submitted strictly as per the above instructions are liable to be rejected,

The Qualification Bid of the eligible agencies, which fulfill the selection criteria, shall be evaluated.

Latest (Not more than One year old as on the last date for submission of Bids) Solvency/ Bankers Certificate from any Scheduled Commercial Bank (i.e. Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-operative Banks or Regional Rural Banks) of an amount mentioned in the Qualification tender notice should be uploaded along with BID - II. Alternatively the Bidder may submit Net Worth Certificate of amount not less than the amount specified in NIT and issued by the registered Chartered Accountant as per details given in NIT and in the Format attached herewith shall be submitted. Document in support of Annual Turn Over and Bidding Capacity should also be enclosed. All documents to be completed as per Check List. Those documents required to be Notarized as per instructions to be followed.

The Bidders are advised to follow the instructions given below:

Qualification Form shall be filled in capital letters or typed and uploaded on the e- tendering portal. Hard copy of the same in bound form with all filled-in Annexures and supporting documents to be enclosed with it.

Full address of the site of work, owner or authority under whom the works have been carried out including its contact number and email address should be given (Please refer Annexure D & E). The Bidder should ensure to submit the satisfactory Completion Certificate giving the value of work, year of completion and it should also tally with the value of final bill as given in Annexure D.

The annual value of works carried out under works contract should certified by a Chartered Accountant. Copy of Agreement in case of works carried out for private agencies should be enclosed. Please see Point No. 6.0 of 'Qualification Notice' for additional documents to be submitted with the Qualification Bid.

All the documents uploaded are to be self attested by the authorized signatory and notarized as instructed.

Please note that submission of this form does not confer any right on you to claim issue of tenders. Chief Engineer reserves the right to reject the Qualification BID of the applicant(s) without assigning any reason whatsoever.

Encl: Enrolment Form with Annexure A1, A2 and B to G

**DY.CHIEF ENGINEER**



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**FORM FOR QUALIFICATION OF BIDDERS - P1**

Please note that all documents required to be submitted along with filled in Enrolment form are to be self attested by the authorized person of the applicant with an undertaking that full responsibility is taken by him/her on behalf the applicant for veracity of submitted documents.

I / We \_\_\_\_\_ am / are desirous of carrying out the above mentioned work and hereby apply for the **“Proposed Modernization of Bhawanipatna Branch Office under Berhampur D.O.”**. I/We give the following details for your consideration:

Sl.No	QUERY		ANSWER
1	Name of the firm	:	
2	Address:		
3	PAN No		
	TIN No.		
	Goods & Service Tax (GST) No. & State where registered		
4	Contact Details	Office Phone No.	
		Residence Phone No.	
		Mobile No.	
		Fax No.	
		Email	
5	Telegraphic Address, if any		
6	Month and year in which the firm was established in present name		
7	Particulars of old firm (if present firm is new) if main partners of the present firm were working as construction contractors, in some other name in the past (The partnership deed of old firm be enclosed).		
8	Particulars of sister construction firms, if any		



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9	i) What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.		
	ii) Enclose copy of partnership deed, Articles of Association or Affidavit in case of sole proprietorship as per <b>Annexure A-1</b> .		
	iii) Fill-in enclosed <b>Annexure A-2</b> .		
10	Fill and enclose <b>Annexure B</b> giving details of enrolment with LIC of India in the past and with other organizations.		
11	Has the applicant or his partners or Directors been black listed in the past by any Central or State Govt. Deptt. / Organizations ( undertakings, boards, corporations, local bodies etc).		
12	i) Annual Turn Over for last three years (enclose documentary evidence or proof to support figures duly certified by Chartered Accountant with membership no.)		YEAR
		i	2017-2018
		ii	2018-2019
		iii	2019-2020
		iv	2020 - 2021
		v	2021 - 2022
	ii) What evidence of proof is enclosed to support the amounts of yearly turnover		
	iii) Enclose latest income tax clearance Certificate/ Return		Certificate enclosed for Assessment year
	iv) Enclose statement of Accounts of last 4 years as mentioned above duly certified by the Chartered Accountant (i.e.2017-2018, 2018-2019 & 2019-2020, 2020-2021 & 2021-2022).		
13	i) Name and complete postal address of bankers		
	ii) Enclose Solvency Certificate indicating amount ( The Certificate should not be more than 6 months old)		

	iii) a) Complete address of the Bank who has issued solvency certificate:  b)Telephone No. of the Bank connecting Branch Head:  c)E-mail ID of the Bank:		
	iv)Net Worth Certificate		Value : Rs                      Lakh
	v) Bank Guarantee limit with Various banks.		i) Rs.....Lac with.....  ii) Rs.....Lac with.....  iii)       Rs.....Lac          with .....
14	i) Enclose list of immovable properties with complete postal addresses, full description & reasonable market value of property duly Self attested/ Certified.  Note : If called for, valuers certificate for above declared list and value to be submitted by Contractor.		Rs. _____ of _____ Date _____
15	i) Particulars of movable properties duly Self attested / Certified		
	Value of tools & plants		Rs.
	Other Assets		Rs.
	Total		Rs.
	Note : If called for, valuer's certificate for above declared list and value, to be submitted by Contractor		
16	Fill in and enclose list of tools & plants as per <b>Annexure-C</b> enclosed.		
17	Fill in & enclose <b>Annexure-D</b> giving full particulars about major works completed during past <b>Seven years</b> <b>NOTE: List of only those works which are carried out by firm requesting for qualification is to be given with Completion Certificate must be notarized with address &amp; contact numbers of issuing authority.</b>		



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18	<b>Work in Progress:</b>		
	Whether full details of major work on hand given in <b>Annexure-‘E’</b> <b>Note : The details must be notarized</b>		
	ii) Are copies of work orders for such large works enclosed		
19	Whether full information regarding permanent technical staff employed given in <b>Annexure ‘F’</b>		
20	Bidding Capacity (As per duly notarized Affidavit)		Not Applicable
21	i) How do you normally carry out works of <b>water supply, sanitary and plumbing</b> installations		
	ii) Who is the license holder and what is his experience of this work is.		
22	i) How do you normally get work of <b>Electrical installations</b> , Telephone & data network , Fire Alarm and Fire Fighting works carried out		
	ii) Who is the license holder & what is his experience		
23	Any <b>other information</b> the applicant might like to give		



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**DECLARATION**

I/We agree to notify the officer accepting this application and registering my/our names on list of contractors of Life Insurance Corporation of India, of any changes in the foregoing particulars as and when they occur and to verify and confirm.

I/We understand and agree that the appropriate Life Insurance Corporation of India Authority has the right as he may decide, not to issue tender form in any particular case and also to suspend, remove or blacklist my/our name from Life Insurance Corporation of India list of contractors in the event of my/our furnishing false particulars in the enrolment form or submitting non-bonafide tenders or for technical or other delinquency in regard to which the decision of appropriate Life Insurance Corporation of India Authority shall be final and conclusive.

I/We certify that the particulars furnished in the enrolment forms are correct and that should it be found that I/We have given a false certificate or that if I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the Life Insurance Corporation of India may remove my/our name from the list of contractors and any contract that I/We may be holding at the time may be rescinded.

PLACE :

DATE :

SIGNATURE OF CONTRACTOR





DIVISIONAL OFFICE, BHUBANESWAR

**ANNEXURE – A1****A F F I D A V I T**

(On Non Judicial Stamp paper of **Rs. 1000/-** in case the individual who is the sole proprietor of the firm)

I ..... s/o  
 ..... age ..... years, occupation business  
 r/o ..... do hereby state on oath as under:

That I am residing in ..... locality of  
 District ..... since last ..... years.

That I am the sole proprietor of a proprietary concern name and style as  
 “.....” having it's office at .....  
 District ..... dealing in business of Government, civil contracts and  
 ancillary works attached therefore.

Hence this affidavit.

Deponent \_\_\_\_\_

**Note: This Affidavit shall be notarized.**



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## ANNEXURE A2

### CONSTITUTION OF FIRM – SOLE PROPRIETORSHIP/PARTNERSHIP/LTD.CO./OTHER

#### DETAILS OF CONSTITUTENTS

Sr. No .	Name of sole partner or Director / other High Officials	Age	Share	Technical Experience			Whether power of attorney Holder
				Year to Year to	As Employee	As contra ctor	
1	2	3	4	5	6	7	8

SIGNATURE OF CONTRACTOR



DIVISIONAL OFFICE, BHUBANESWAR

**ANNEXURE – B****PARTICULARS OF ENROLMENT WITH LIC AND OTHER ORGANIZATION****I. ENROLMENT WITH LIC :**

- Name of works for 1)  
 Which enrolled by 2)  
 L.I.C. in the past 3)  
 4)

Sr. Nos. for which tenders were submitted :

Sr. Nos. for which work-order was received:

**II. ENROLMENT WITH OTHER ORGANISATIONS:**

Sr. No.	Name & Address of Authority with whom you are enrolled	FIRST TIME ENROLMENT		LAST RENEWAL OR ENROLMENT			
		Year to year	Is copy of letter enclosed	Year to year	Class or Category	Limit (Rs. in Lac)	Is copy of letter enclosed
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

SIGNATURE OF CONTRACTOR



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## ANNEXURE-C

### PARTICULARS OF SHUTTERING TOOLS AND PLANT

Sr No.	Item	Specification	Quantity	Estimated Value	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.	a) Shuttering plates b) Shuttering wooden planks c) Wooden props d) Steel props				
2.	Concrete Mixers				
3.	Concrete Vibrators i) Petrol Driven ii) Electric Driven				
4.	Tower Hoist				
5.	Trucks				
6.	Welding Equipments				
7.	Pump-Sets				
8.	Floor-Polishing Machine				
9.	Cranes				
10.	Others				

SIGNATURE OF CONTRACTOR



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## ANNEXURE – D

**LIST OF MAJOR WORKS COMPLETED DURING LAST SEVEN YEARS**

The detail address along with Phone No. and E-mail ID of the Authority under whom works was carried out must be given.

Sr. No.	Name and Complete Postal Address of			Order			Value of work as per final bill (Rs. in Lac)	Commen- cement of work, month Year	Comple- tion of work, month Year	Penalty levied for delay of comple- tion, if any
	Site of Work & Nature of Work	Owner	Authority under whom work was carried out	Ref. No. & Date	Contract Amount (Rs. in Lac)	Is copy enclosed				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

SIGNATURE OF CONTRACTOR

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**ANNEXURE – E****LIST OF WORK IN HAND**

The detail address along with Phone No. and E-mail ID of the Authority under whom works was carried out must be given.

Sr. No.	Name and Complete Postal Address of			Order			Date of commence -ment of work	Scheduled date of completion of work	Progress made and expected date of completion and reasons for delay, if any
	Site of Work & Nature of Work	Owner	Authority under whom work was carried out	Ref. No. & Date	Amount (Rs. in Lac)	Is copy enclosed			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

**SIGNATURE OF CONTRACTOR**



**DIVISIONAL OFFICE, BHUBANESWAR**

## ANNEXURE – F

### PARTICULARS OF PERMANENT TECHNICAL STAFF

[illegible]

**SIGNATURE OF CONTRACTOR**





DIVISIONAL OFFICE, BHUBANESWAR

**ANNEXURE – G****PERFORMANCE REPORT OF WORKS REFERRED IN PRE-QUALIFICATION BID**

1. Name of work/ project & location :
2. Agreement No. :
3. Estimated Cost :
4. Value of Work done/ Final Bill Amount :
5. Date of start :
6. Date of Completion
  - (i) Stipulated date of completion :
  - (ii) Actual date of completion :
7. Period of delay beyond stipulated date of completion, if any
  - (a) Extended period without imposition of penalty :
  - (b) Extended period with imposition of penalty :
8. Performance Report :

I)	Contractor's Site Organisation	:	(a) Well organized (b) Adequate (c) Poorly organised
II)	Quality of materials with reference to specifications	:	(a) Good (b) Satisfactory (c) Poor
III)	Workmanship & Supervision	:	(a) Good (b) Satisfactory (c) Poor
IV)	Labour Relations and facilities	:	(a) Good (b) Satisfactory (c) Poor
V)	Attitude towards settlement of disputes and differences	:	(a) Co-operative (b) Non co-operative
VI)	Safety Records		
	(a) Were there any accidental/ structural collapses at site	:	(i) Yes (ii) No
	(b) If answer to (a) is Yes, state whether due to	:	(i) Negligence (ii) Improper work (iii) Reasons beyond control

1. Any other Remarks :
- 2.

Dated

Executive Engineer or Equivalent

( Note : This format shall be part of Pre-qualification Form and the Bidder shall obtain Performance Certificate from the Employer in above format and submit along with Pre-qualification documents)



DIVISIONAL OFFICE, BHUBANESWAR

## ANNEXURE – I

To

Chief Engineer / Dy. Chief Engineer (I/C),  
 .....Office,

**BANKERS CERTIFICATE FROM A BANK**

This is to certify that to the best of our knowledge and information that M/s / Shri.....  
 .....having marginally noted address as a customer of our bank are/ is respectable  
 and can be treated as good for any engagement up to a limit of Rs.....  
 ( Rupees.....).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature of Authorized official)

For the Bank

**NOTE:**

1. Banker's certificate should be on letter head of the Bank, addressed to Tender Issuing Authority.
2. In case of partnership firm, certificate should include names of all partners as recorded with the Bank.
3. The bid will not be considered valid if any change to the above format is made.



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**ANNEXURE – J****FORM OF CERTIFICATE OF NETWORTH FROM CHARTERED ACCOUNTANT.**

It is to certify that as per the audited balance sheet and Profit & Loss Account during the Financial Year ....., the Net Worth of M/s. .... ( name & registered address of individual/ Firm/ Company ) as on 31<sup>st</sup> March ..... ( previous financial year from the year in which NIT is published ) is Rs. .... ( Rupees ..... ) after considering all liabilities. It is certified that computation of Net Worth based on my / our scrutiny of the Books of Accounts, Records and Documents is true and correct to the best of my / our knowledge.

( Signature of Chartered Accountant )

Name of Chartered Accountant.

Membership No. of ICAI:

Date :

Seal :

Note :

1. The Net Worth certificate should be on letter head of the Chartered Accountant.
2. In case if Bidder is partnership firm, certificate should include names of all partners as recorded with the Chartered Accountants.



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**QUALIFICATION BID CHECKLIST**

Sr. No.	Description of Enclosure	Refer Item of form	Uploaded YES/NO
1.	Partnership deed / Articles of Association / Affidavit (★) (★) Annexure A-1	9 (ii)	
2.	Annexure (A-2) as supplied	9 (iii) (Particulars of Partners)	
3.	Annexure – B (as supplied)	10 (Particulars of enrolment in LIC and other Organization)	
4.	Proof of Turnover/ Audited Balance Sheets	12 (i)	
5.	Latest I.T. Returns	12 (iii)	
6.	Certificate of Chartered Accountant	12 (iv)	
7.	Solvency Certificate/ Net Worth Certificate	13 (ii)/ 13(iv)	
8.	Certificate of Bank Guarantee	14(iv)	
9.	Form No. 26AS and Form 16A for the relevant period of qualifying works	14(v)	
10	Immovable Property certificate	14 (i)	
11	Movable Property certificate	15 (i)	
12	(★) Annexure 'C' (as supplied)	16 (Particulars of tools/ plant)	
13	(★) Annexure 'D' (as supplied)	17 (List of major works completed during last 7 years)	
14	Completion Certificates	17	
14	(★) Annexure 'E' (as supplied)	19 (i) (List of work in hand)	
15	(★) Copies of work order	19 (ii)	
16	(★) Annexure 'F' (as supplied)	19 (Particulars of permanent technical staff)	
17	(★) Affidavit for Bidding Capacity	20	
18	Annexure G	Performance Certificate – for each work	
19	Annexure I	Bankers Certificate	
20	Annexure J	Net Worth Certificate	
21	Integrity Pact		

**SIGNATURE OF THE CONTRACTOR**



DIVISIONAL OFFICE, BHUBANESWAR

**BANK GUARANTEE IN LIEU OF EARNEST MONEY**  
**(On Non-judicial Stamp Paper of Rs. 1000.00)**

To

Life Insurance Corporation of India,  
 Divisional Office,  
 Engineering Department (1st floor),  
 "Jeevan Prakash" Building,  
 Surya Nagar,  
Bhubaneswar-751001.

In consideration of the Life Insurance Corporation of India a body Corporate constituted and established by Life Insurance Corporation Act, 1956 (Act 31 of 1956) and having its Central Office at "Yogakshema" , Jeevan Bima Marg, Mumbai and its East Central Zonal Office at Patna in the State of Bihar (hereinafter called "The Corporation" which expression shall include its successors and assignees wherever context or meaning shall so require or permit) published a tender for the work having name and title.....

..... (hereinafter called "The Tender" which expression shall include any amendment, alteration to "The Tender" issued by "The Corporation")

M/S..... a partnership firm / sole proprietor / a company registered under the company act, 1956 having its office at ..... (here in after called "The Tenderer" which expression shall include its executors, administrators and assigns) having participated against "The Tender" for Construction / Execution of works for "The Corporation" and "The Corporation" having agreed to accept the payment of Earnest Money amounting to Rs..... (Rupees..... Only) in form of an unconditional and irrevocable Bank Guarantee for the fulfillment of laid down condition of "The Tender",

1. We,..... Bank having office at ..... (herein after referred to as "The Bank" which expression shall include its successors and assigns) at the request and on behalf of "The Tenderer" do hereby guarantee and undertake to pay " The Corporation " immediately on demand any or all money to the extent of Rs.....(Rupees..... only) as aforesaid at any time upto ..... ( date) without any demur , reservation , contest, recourse or protest and / or without any reference to "The Tenderer". Any such demand made by "The Corporation" on "The Bank" shall be conclusive and binding notwithstanding any difference between " The Corporation" and " The Tenderer " or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

2. We .....("The Bank") agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable till "The Corporation" discharges this guarantee.



**DIVISIONAL OFFICE, BHUBANESWAR**

3. We, ..... Bank further agree that the amount demanded by "The Corporation" as such shall be final and binding on "The Bank" as to "The Bank" 's liability to pay and the amount demanded and "The Bank" to undertake to pay "The Corporation" the amount so demanded on first demand and without any demur notwithstanding any dispute raised by "The Tenderer" or any suit or other legal proceedings including arbitration pending before any court, tribunal or arbitrator relating thereto, our liability under this guarantee being absolute and unconditional.

4. We, ..... Bank further agree with "The Corporation" that "The Corporation" shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of "The Tender"/ or to extend time of performance by "The Tenderer" from time to time or to postpone for any time to time any of the powers exercisable by "The Corporation" against "The Tenderer" and to forbear to enforce any of the terms and conditions relating to "The Tender" and we shall not be relived from our liability by reason of any such variation or extension being granted to "The Tenderer" or for any forbearance, act or omission on the part of "The Corporation" or any indulgence by "The Corporation" to "The Tenderer" or by any such matter or things whatsoever which under the law relating to sureties would but for this provision have the effect of reliving us.

5. NOTWITHSTANDING anything hereinbefore contained, our liability under this Guarantee is restricted to Rs..... ( Rupees.....Only). Our liability under this guarantee shall remain in force until expiration of six (6) months from the due date of opening of "The Tender". Unless a demand or claim under this guarantee is made on us in writing within said period, that is, on or before ..... all rights of "The Corporation" under the said guarantee shall be forfeited and we shall be relived and discharged from all liabilities there under.

6. We, ..... Bank further undertake not to revoke this guarantee during its currency except with the previous consent of "The Corporation" in writing.

7. We, ..... Bank lastly agree that "The Bank" 's liability under this guarantee shall not be affected by any change in the constitution of "The Tenderer".

8. "The Bank" has power to issue this guarantee in favour of "The Corporation" in terms of the documents and/or the Agreement / Contract or MOU entered into between "The Tenderer" and "The Bank" in this regard.

IN WITNESS WHEREOF "The Bank" has executed this document on this ..... day of .....

For .....Bank  
(by its constituted attorney)  
(Signature of a person authorised to sign on behalf of "The Bank")



DIVISIONAL OFFICE, BHUBANESWAR

## ANNEXURE – X

**BANK ACCOUNT AND OTHER DETAILS:****To be submitted along with BID - I**

Sl. No	Description	Details
01	Name of the Company/Firm/Entrepreneur Institute, etc	
02	Address	
	Phone Number	Mobile:
		Land Line:
	E-Mail ID	
03	Bank Account Details:	
A.	Account No	
B.	Type of Account	
C.	IFSC/RTGS Code	
	(Enclose Cancelled Cheque leaf)	
04	PAN No *	
05	TIN Registration No.*	
06	GST IN Registration No.*	

I declare that, the above furnished information is correct. During the contract period, if any changes took place in the above said information, the same will be informed with the valid reasons.

SIGNATURE