




OFFICE OF THE CHIEF ENGINEER,
L.I.C. OF INDIA, NORTH CENTRAL ZONAL OFFICE,
1ST FLOOR, "JEEVAN VIKAS BUILDING",
16/275 , CIVIL LINES , M.G. MARG, KANPUR – 208001
PHONE: 0512- 2336233 / 2336235 / 2336234
E-mail: ncz_engg@licindia.com

Name of Work: E-Tender for Proposed Modernization works at CBO-1 Meerut including Interior, Civil, Electrical , Fire Alarm, AC, Furniture's etc under D.O. Meerut.

Tender No : LIC/NCZ/ENGG/T-19/2023-2024

TENDER NOTICE

	L.I.C. OF INDIA, NORTH CENTRAL ZONAL OFFICE, 1ST FLOOR, "JEEVAN VIKAS BUILDING", 16/275 , CIVIL LINES , M.G. MARG, KANPUR – 208001 PHONE: 0512- 2336233 / 2336235 / 2336234 E-mail: ncz_engg@licindia.com
E-Tender for Proposed Modernization works at CBO-1 Meerut including Interior, Civil, Electrical , Fire Alarm, AC, Furniture's etc under D.O. Meerut.	
Life Insurance Corporation of India invites e-bids through the website https://www.tenderwizard.com/LIC from eligible bidders for the following works as per details given below:	
Bid document no.	LIC/NCZ/ENGG/ T-19 /2023-2024 dated 20/07/2023
Description of work	Proposed Modernization works at CBO-1 Meerut including Interior, Civil, Electrical, Fire Alarm, AC, Furniture's etc under D.O. Meerut.
Estimated Cost of work	Rs. 1, 05, 12,800/- (Approx).
Sale period	20/07/2023(17.00 Hrs) to 10/08/2023 (16:50 Hrs)
Pre-bid Meeting	27/07/2023 at 11.30 hours
Bid submission closing date & time	10/08/2023 at 17.00 hrs(IST)
Contact person(s) e-mail :	ncz_engg@licindia.com
Note: Any addendum/ Corrigendum / sale date extension in respect of above tender 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 our website to keep themselves updated.	
Date : 20/07/2023	Chief Engineer

E-Tendering Programme

System Tender No.: LIC/NCZ/ENGG/ T-19/2023-2024 Dated 20/07/2023

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 + GST
1.	As mentioned above	Rs 1,05,12,800/-	Rs 2,10,300/-	Rs. 2,000.00 + 360.00 = 2,360.00

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.

For Registration and for further details on e-tendering, please visit website at <http://www.tenderwizard.com/LIC> or below mentioned Helpdesk details.

Office Address : E-Tender helpdesk
#24, Sudha Complex, 03rd Stage, 04th Block,
Basaveshwaranagara, Bangalore - 560079,

Help Desk Contact Details: Tel: 080-40482000/121/133/140

Name, Mobile Nos. & email address of Contact persons:

Name	Mobile No	e-mail address
Mr. Lokesh H.R.	9686115304	lokeshhr@antaressystems.com
Mr. Harish Mishra	09560056647	harishmishra@etenderwizard.com

3. The Key Dates of various activities are as follows :

Key Dates

Sr. No.	Stage	Start Date & Time	Expiry Date & Time
1(b)	Downloading of Tender Documents	20.07.2023 17:00 Hrs.	10.08.2023 16:50Hrs.
2	Pre Bid Discussions	27.07.2023 at 11.30 hours	
3	Deposit of Tender Processing Fees & EMD through NEFT / RTGS	20.07.2023 17:00 Hrs.	10.08.2023 16:50Hrs.
4	Physical submission of EMD in the form of Demand Draft in the Office of the Chief Engineer, NCZO, Kanpur.	Up to 15.00 Hrs. on 11.08.2023	
5	Online submission of tender BID I, BID II (Part I, Part II & Part III)	Up to 17.00 Hrs. on 10.08.2023	
6	Opening of BID- I & BID- II	11.08.2023 at 15.30 hrs.	
7	Opening of BID-III (Financial Bid)	Shall be intimated to eligible bidders only at a later date.	
8	Venue of the Pre-Bid meeting	Office of the Chief Engineer, L.I.C. of India, N.C.Z.O., Engg. Deptt., 1 st Floor, Jeevan Vikas Building, 16/275 , CIVIL LINES , M.G. MARG, KANPUR – 208001	

INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDERS

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

1. Address at which Demand Draft towards EMD to be submitted (Physical submission before the due date & time mentioned in key dates):

The Chief Engineer, L.I.C. of India, Engineering Department, 1st Floor, "Jeevan Vikas Building", 16/275 , CIVIL LINES , M.G. MARG, KANPUR – 208001

2. Last date for online submission of tenders: **As per Key Dates** .

3. Tenderer should ensure that the bids is submitted online before the due date and time specified in the Key Dates of online tender.

4. Tenderer 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 **percentage** rates in BID page should be filled in as per the format given in the online e-Tender.

6. No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate uploaded documents.

7. 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.

8. Tenderers have to deposit Earnest Money Deposit as per the modes available & mentioned in BID-I i.e. EMD bid. Any tender, which is not accompanied by EMD, shall be summarily rejected. No interest will be paid for the period during which the earnest money lies in deposit with the Employer.

9. 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 tenderers can submit the scan copy of the same on the online portal.

10. Contractors 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.

11. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Chief Engineer

12. Tenderer should note that tender should remain open for consideration for a minimum period of **THREE MONTHS** from the last date of submission of bids. ~~Validity of BG submitted for EMD shall be 6 months from the last date of submission of bids.~~

14. The Life Insurance Corporation of India reserves the right to accept any tender or to accept tenders in part; to reject any or all tenders without assigning reasons thereof.

15. Contractors should fill in their "**PERCENTAGE RATE**" (**Below / at Par / Above**) in the price bid sheet or prescribed form provided on online portal in both **FIGURES** and **WORDS**.

INFORMATION & INSTRUCTIONS TO BIDDERS FOR USING ONLINE ELECTONIC TENDERING SYSTEM FOR SUBMISSION OF E-TENDERS

1. All the Contractors intending to participate in the tenders processed online, are required to get registered for the Electronic Tendering System on the Portal <https://www.tenderwizard.com/LIC>
2. Tender Document can be down loaded as per key dates from website.
3. The Last Date of Submission of online Bids is as per key dates mentioned in bid documents.
4. **Obtaining a Digital Certificate :**

The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. Digital signature certificate has two keys i.e. Public Key and Private Key. Public Key is used to encrypt the data and Private Key is used to decrypt the data. Encryption means conversion of normal text into coded language whereas decryption means conversion of coded language into normal text. These Digital Certificates are issued by an approved certifying authority, by the controller of Certifying Authorities, Government of India.

The contractors 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 one such certifying authority given below which is :-

S.N.	Certifying Authority	S.N.	Certifying Authority
1	TATA Consultancy Services Ltd., 11 th Floor, Air India Building, Nariman Point, Mumbai-400021 website – www.tcs-ca.tcs.co.in	5	MTNL Trustline CA, O/o DGM (IT-CA), 5515, 5 th Floor, Core-V Mahanagar Doorsanchal Sadan, CGO Complex, MTNL, Delhi- 110003. Website – www.mtnltrustline.com
2	Sify Communications Ltd. III Floor, Tidel Park, 4 Canal Bank Road, Taramani, Chennai-600113. Website – www.safescrypt.com	6	(n)Code solutions 301, GNFC Tower, Bodak Dev, Ahmedabad-380054, Gujarat. Website – www.ncodesolutions.com

3	iTrust CA (IDRBT) Castle Hills, Road No.1, Masab Tank, Hyderabad, Andhra Pardesh - 500057. Website – idrbtca.org.in	7	National Informatics Centre Ministry of Communication and Information Technology, A- Block CGO Complex, Lodhi Road, New Delhi-110003. Website https://nicca.nic.in
4	e-Mudhra CA, 3i Infotech Consumer Serivces Ltd, 3 rd Floor, Sai Arcade, Outer Ring Road, Devarabeesanahalli, Bangalore560036, Karnataka Website – http://www.e-Mudhra.com		

5. Contractors may contact the e-tendering service provider on following telephone numbers or e-mail address for any kind of support activities:

Name	Mobile No	e-mail address
Mr. Lokesh H.R.	9686115304	Lokesh.hr@antaressystems.com
Mr. Harish Mishra	09560056647	harishmishra@etenderwizard.com

E-Tender helpdesk :

#24, Sudha Complex,
03rd Stage, 04th Block
Basaveshwaranagara, Bangalore- 560079
dscprocessingunit@yahoo.com

7. The Bid (Online Offer) for a particular eTender may be submitted only using the Digital Signature Certificate (DSC), which is used to Encrypt (codified) the data and sign the Hash (Impression of your data) during the stage of Bid Preparation and Hash submission. In case, during the process of a particular eTender, 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.

8. 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, North Central Zonal Office, Kanpur (UP) 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.

9. The tenderer is required to check the numbers of the pages and should any be found missing or in duplicate, or the figure or writing indistinct, he must inform the Chief Engineer at once and have the same rectified. Should the tenderer be in doubt about the precise meaning of any item or figure, for any reason whatsoever, he must inform Chief Engineer in order that the correct meaning may be decided upon before the date for the submission of the tender. Similarly if there is/are any ambiguities noticed in any of the tender clauses /Item specifications etc given at different places in tender document, the Tenderer should bring all such ambiguities to the notice of Chief Engineer before submission of tender for necessary rectification.

No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate pages, indistinct writing or any other error in the tender documents which should have been rectified in the manner described above.

10. The Life Insurance Corporation of India reserves the right to accept any tender or to accept tenders in part; to reject any or all tenders without assigning reasons thereof

Note: - Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the website <http://www.tenderwizard.com/LIC>. Also, the bidder will be held liable solely, in case, while bidding in particular stage - Date & Time expired as per the key dates available on the tender document. Key dates are subject to change in case of any amendment in schedule due to any reason stated by the Department.

TENDER EVALUATION PROCEDURE

Tenders are invited in Three Bid tendering system.

(1) BID I :

(A) If tender fees with GST and / or EMD are submitted in the form of DD / Pay order ~~or EMD~~ ~~is submitted in the form of BG:~~

Big Sealed envelope consisting of two separate sealed envelope as per following are to be submitted to our office :

a. Non refundable Tender Fee of Rs. 2000/- + GST @ 18 % on tender fees i.e. Rs. 2360/- (non-refundable) in the form of Demand Draft/ Pay order in favour of "Life Insurance Corporation of India" payable at Kanpur.

(A) Earnest Money Deposit of Rs.2,10,300/- (Rupees Two Lakh Ten Thousand Three Hundred Only) in the form of DD/ Pay order as mentioned in BID-I.

(B) In case of NEFT / RTGS towards Tender Fees and / or EMD:

Please mention & upload the UTR No. in the BID-I in case of online payment of tender fees & GST and EMD.

On the due date of opening of BID-I (EMD Bid) will be opened first and the BID-II (Part-I) (Pre-qualification Bid) of contractors whose Tender Fee and EMD found in order shall be opened online.

(2) BID II (Part -I) (Pre-qualification): This bid will be online filled in enrolment form with credentials of contractors. "Pre-qualification" will be selection of contractors on the basis of selection Criteria mentioned in BID-II.

(1) BID III (Financial Bid) : The agency shall fill in the Percentage Rate in figures and **note that no condition shall be mentioned in the Price Bid. The conditional Tender is liable to be rejected.** The Financial Bid will be opened at a later stage of provisionally selected bidders only. Date of opening of FINANCIAL BID will be conveyed to the agencies who qualify in BID I & II.

Note: The EMD of the contractors who do not qualify in Prequalification Bid will be released without opening their Financial bid.