



LIFE INSURANCE CORPORATION OF INDIA
ENGINEERING DEPARTMENT
SOUTHERN ZONAL OFFICE,
“153,LIC BUILDING ”,
ANNA SALAI,
CHENNAI -600 002
PHONE: 044-28604101,28616135/28616128,
e-mail: sz_engg@licindia.com

PREQUALIFICATION BID -I

NAME OF THE WORK: e-TENDER FOR PROPOSED S.I.T.C. OF GRID INTERACTIVE ROOF TOP SOLAR POWER PLANT FOR THE FOLLOWING LOCATIONS:-

KERALA

(a) 30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR.

(b) 30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM

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TENDER NOTICE

Life Insurance Corporation of India intends to invite item rate tender through **e-TENDER FOR PROPOSED S.I.T.C. OF GRID INTERACTIVE ROOF TOP SOLAR POWER PLANT FOR THE FOLLOWING LOCATIONS :-**

KERALA

(a) 30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR.

(b) 30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM

Estimated value of work

(a)	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR	Rs.12.29 lakhs
(b)	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM	Rs.12.29 lakhs

For further details and tender documents, please visit website <http://www.tenderwizard.com/LIC>. The last date for submission of tender is **06.10.2021**. Further communications, corrigendum's, Amendments, if any and extension of date for submission of tender in case required, will be hosted in the above given web site only.

Life Insurance Corporation of India reserves the right to extend the date of submission of Tender/re-invite the Tender in case of inadequate selection in the Pre-qualification Bid.

Date : 14.09.2021

Chief Engineer



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KERALA-GRID INTERACTIVE ROOF TOP SPV PLANT 21-22



LIFE INSURANCE CORPORATION OF INDIA ENGINEERING DEPARTMENT
SOUTHERN ZONAL OFFICE, "153, LIC BUILDING",
ANNA SALAI, CHENNAI -600 002. PHONE: 044-28604101, 28616135/28616128
e-mail: sz_engg@licindia.com

PRE QUALIFICATION NOTICE

Life Insurance Corporation of India intends to invite item rate tender through **e-TENDER FOR PROPOSED S.I.T.C. OF GRID INTERACTIVE ROOF TOP SOLAR POWER PLANT FOR THE FOLLOWING LOCATIONS :-**

KERALA

(a) 30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR.

(b) 30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM

The details are as follows.

S. No	DESCRIPTION OF THE WORK	Estimated cost (Rs. In lakh)	Completion period in days	Min. Bank Solvency (Banker certificate) / Networth certificate (Rs. In lac)	Avg. Annual turnover last 3 years ending 31/3/2021 (Rs. In lac)	
	Proposed e-TENDER FOR PROPOSED S.I.T.C. OF GRID INTERACTIVE ROOF TOP SOLAR POWER PLANT FOR THE FOLLOWING LOCATIONS :-					
A	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR., KERALA	12.29	(1) 45 days to complete the entire installation work.(2) 75 days from the completion of installation work to entire commissioning and getting net metering systems to KSEB and handing over of Solar installation to LIC..	Solvency- 4.92 / Net worth certificate 1.23	24.58	
B	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM., KERALA	12.29	(1) 45 days to complete the entire installation work.(2) 75 days from the completion of installation work to entire commissioning and getting net metering systems to KSEB and handing over of Solar installation to LIC..	Solvency- 4.92 / Net worth certificate 1.23	24.58	

The lowest quoted amount for each of the above works will be accepted separately. If the contractor wishes to quote for one work only, the name/place of the work should be specifically mentioned. If the contractor wishes to quote for both the locations, minimum bank solvency/bankers certificate for 9.84 lakhs or net worth certificate for 2.46 lakhs to be submitted. Average annual turn over for last 3 years ending 31/3/2021 to be 49.16 lakhs.

Min. Value of similar work (capacity & other requirements) completed in last 7 yrs for the following:-

1. One work of 30 KWp during last seven years, if the contractor wishes to quote for one work/location.
2. Two works of 30 KWp during last seven years, if the contractor wishes to quote for both works/locations.
3. One work of 65 KWp or two works of 40 KWp or three works of during 30 KWp last two years .
4. It is preferable that the copy of the certificate of electrical inspectorate / local authority/ nodal agency for the approval of solar power plant shall be submitted.
5. Should have already installed at least 30 KWp capacity works in any Central/state Govt / Semi Govt / PSU /state autonomous body/central /state public sector under taking/city development authority/Municipal corporation of city formed under any act by central /state Government and published in central/state Gazette

Bidding Capacity – $[A \times N \times 2]$ – B, Where,

A= Maximum value of work (supply order) in any one year during the last four years prior to date of publication of this PQN, taking into account the completed as well as the works in progress.

N= Number of years prescribed for completion of work for which this PQN is being published i.e.

0..333 Years (FOUR MONTHHS)

B=Value of existing commitments and ongoing works to be completed during the period of completion of work for which bids have been invited (4 months for this work).

Notarized declaration has to be submitted in this regard.

Only contractors who have carried out similar nature of Works i.e. SITC of roof top grid connected SPV plants and fulfilling above criteria and who is having GST Registration Number in the Tamil Nadu and Kerala shall participate in the e-tendering process. The

bill shall be raised to concerned Divisional Office, due to that any GST number is adequate. The bill to be raised IGST instead of CGST & SGST. The Contractor shall be MNRE approved agency / Channel partner or respective State Nodal Body (like TNEB/KSEB for Tamil Nadu / Kerala etc.) approved agency. The contractor should have branch/service centre/ office or channel partner in Kerala state.

The Tender Documents consist of BID I, BID II and BID III. The tenderer shall go through the BID I and BID II and quote their offer in BID III.

Contractor has to submit the Tender as under:

(1) **BID I** : Prequalification Bid (Enrolment form with Annexures)

The tenderer shall fill in the enrolment form and upload the supporting documents / attachments. The scanned copy of the Demand Draft/Pay Order of Tender document fees and Demand Draft/Pay Order/Banker's Cheque/ Bank Guarantee of EMD shall be uploaded in BID I.

(2) **BID II** : One Sealed envelope consisting of two separate sealed envelope as per following :-

a. Tender document considering for each work as per given below. The tender document amount (Inclusive of 18% GST) (non-refundable) in the form of Demand Draft/Pay order in favour of "Life Insurance Corporation of India" payable at Chennai.

b. Earnest Money Deposit as follows for each work:-

Sr. No.	Name of Work	Estimated Cost	Earnest Money Deposit	Tender Document Fee (Inclusive of 18% GST)
(a)	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR ., KERALA	Rs.12.29 Lacs	Rs.6,200.00	Rs.590.00
(b)	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM ., KERALA	Rs.12.29 Lacs	Rs.6,200.00	Rs.590.00

in the form of Demand Draft/Pay Order/Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Chennai. OR 50% amount i.e. As mentioned in the PQ notice in the form of Bank Guarantee of any Nationalized/Scheduled Bank & another 50% i.e. As mentioned in the PQ notice



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amount in the form of Demand Draft/Pay Order/Banker's Cheque drawn in favour of "Life Insurance Corporation of India" payable at Chennai. The bank guarantee shall be as per format enclosed. The bank guarantee shall be from any nationalized / scheduled bank preferably at Chennai or where a Branch / Division of LIC of India exist.

c. Technical Specification for Solar Power Plant.

d. NOTE: The work is Supply, Installation & Commissioning and Reckoned under work contract. In view of this MSME/NSIC Certificates *will not be considered* for waiver of EMD/SD (Security Deposit) Separate DD's for EMD shall be submitted. Hence all participating agencies should submit EMD's as stipulated by us in the form of DD's for stipulated amounts payable at Chennai. If any agency fails to submit the EMD's along with the tender, the tender shall be treated as Non-Bonafied.

(3) BID III : FINANCIAL BID consisting of documents and schedule of quantities. The tenderer shall download the documents, fill in their relevant information, sign & stamp and upload in the portal. The item rate in words and figure shall be quoted in the template provided. No other document, conditions shall be uploaded along with documents of FINANCIAL BID.

Note : (a) any agency applied and fulfilling the selection criteria may not be considered for enlistment if unsatisfactory performance report/s is/are received for the Completed projects from their previous Employer.

(b) The Chief Engineer reserve the right not to open financial bid of Tender of any/ all the Applicants at his sole discretion without assigning any reason whatsoever.

(c) Only for pre-qualification criteria of minimum value of similar nature of work done 7 years period will be considered; for all other purpose including Bidding capacity, preceding 3 years period only will be considered.

Date : 14.09.2021

CHIEF ENGINEER



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**LIFE INSURANCE CORPORATION OF INDIA ENGINEERING DEPARTMENT
SOUTHERN ZONAL OFFICE, "153,LIC BUILDING ",
ANNA SALAI, CHENNAI -600 002.PHONE: 044-28604101,28616135/28616128
e-mail: sz_engg@licindia.com
e-Tendering Programme**

System Tender No. SZ/SOLAR/2021-22/ELEC/01

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

e-TENDER FOR PROPOSED S.I.T.C. OF GRID INTERACTIVE ROOF TOP SOLAR POWER PLANT FOR THE FOLLOWING LOCATIONS :-

KERALA

(a)30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR.

(b)30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM

Sr. No.	Name of Work	Estimated Cost	Earnest Money Deposit	Tender Document Fee (Inclusive of 18% GST)
(a)	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR., KERALA	Rs.12.29 Lacs	Rs.6,200.00	Rs.590.00
(b)	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM., KERALA	Rs.12.29 Lacs	Rs.6,200.00	Rs.590.00

- 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. Last Dates of various activities by bidder:

- i) Downloading of Tender Documents : From **15.09.2021 10.01 hrs Upto 14.59 Hrs on 06.10.2021.**
- ii) Pre Bid Date & Time: at 11.00 Hrs on **30.09.2021**
- iii) Tender Closing Date & Time: up to **06.10.2021 15:00 Hrs**
- iv) Submission of EMD : **06.10.2021** up to 15.00hrs
- v) Opening of BID I & BID II : From 15:30 Hrs. on **06.10.2021**

Note : _ Pre Bid meeting shall be held at 9th floor, LIFE INSURANCE CORPORATION OF INDIA ,ENGINEERING DEPARTMENT,SOUTHERN ZONAL OFFICE, "153,LIC BUILDING",ANNA SALAI, CHENNAI -600 002. PHONE: 044-28604101,28616135/28616128. e-mail: sz_engg@licindia.com

For Registration and for further details on e-tendering, please visit above mentioned portal (website) or below mentioned Helpdesk details.

Office Address : Antras Systems limited

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@antaressystes.com

raghuprashanth@antaressystems.com

Key Dates:

Sr. No.	Department Stage	Contractor Stage	Start Date and Time	Expiry Date and Time
1	Release of Tender document	-	15.09.2021 10.00 Hrs	
2	-	Downloading of Tender Document	15.09.2021 10.01 Hrs	06.10.2021 14.59 Hrs
3	Pre Bid meeting		11.00 Hrs on 30.09.2021	--
4	-	Online submission of tender documents	15.09.2021 10.01 Hrs	06.10.2021 15.00 Hrs
5	Online Opening of BID I & BID II	-	06.10.2021 15.30 Hrs	

NOTE: The date of opening of BID III (Financial BID) shall be intimated at a later date to contractors, who fulfill the selection criteria,



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**LIFE INSURANCE CORPORATION OF INDIA
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 to which the BID No. II i.e. EMD in a sealed envelop marked BID No. II is to be submitted:

The Chief Engineer, LIFE INSURANCE CORPORATION OF INDIA ,ENGINEERING DEPARTMENT,SOUTHERN ZONAL OFFICE, "153,LIC BUILDING ",ANNA SALAI, CHENNAI -600 002. PHONE: 044-28604101,28616135/28616128. e-mail: sz_engg@licindia.com

2. Last date for receipt of tenders **06.10.2021** as per Key Dates. **up to 15.00 hours.**
3. Tenderer should ensure that the tender is submitted 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 schedule of Quantities should be filled in as per the format given in the online e-Tender.
6. Tenderer should note that he has to quote item rates only in the column provided both in figures and words.
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. This clause is applicable to contracts of completion period exceeding six months.
9. Earnest Money will be accepted only in the form of Demand Draft/Pay Order/Banker's Cheque of any Nationalised Bank/Approved Scheduled Bank drawn in favour of "LIFE INSURANCE CORPORATION OF INDIA" payable at **CHENNAI** OR 50 % of the EMD in the form of Bank Guarantee and 50 % in the form of CROSSED DEMAND DRAFT/ Pay Order/ Banker's Cheque of any of the Nationalised Banks / Approved Scheduled Banks drawn in favour of the "**LIFE INSURANCE CORPORATION OF INDIA**" payable at "**CHENNAI**" only, and not in favour of any other Authority or location. Any tender, which is not accompanied by Earnest Money Deposit, shall be summarily rejected. No interest will be paid for the period during which the earnest money lies in deposit with the Employer.

NOTE: The work is Supply,Installation & commissioning and Reckoned under work contract In view of this MSME/NSIC Certificates will not be considered for waiver of EMD/SD (Security Deposit). Separate DD's for EMD shall be submitted. Hence all participating agencies should submit EMD's as stipulated by us in the form of DD's for stipulated amounts payable at Chennai. If any agency fails to submit the EMD's along with the tender, the tender shall be treated as Non-Bonafied.

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,



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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.

11. 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
12. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Chief Engineer
13. Tenderer should note that tender should remain open for consideration for a minimum period of **SIX MONTHS** from the date fixed for the receipt of tenders.
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 rates both FIGURES and WORDS.
16. If on check there are differences between the rates/ Percentage given by the contractor in words and figures or in the amount worked out or no rate /amount quoted by him, the following shall be considered:
 - a) When there is a difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the contractor, shall be taken as correct.
 - b) When the amount of an item is not worked out by the contractor or it does not correspond with the item rate written either in figures or in words, then the item rate quoted by the contractor in words shall be taken as correct.
 - c) When the item rate quoted by the contractor in figures and in words tallied but the amount is not worked out correctly, the item rate quoted by the contractor shall be taken as correct and not the amount.

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), South Zone, Chennai 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 eTender Portal (website) <http://www.tenderwizard.com/LIC>

~~Only after the concerned officer of LIC Division approves the Registration / Empanelment of the contractor online, the contractor shall be allowed to participate in the tenders floated by the department using the Electronic Tendering System.~~

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 “eTendering 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 eTender.
- **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 Certificate (DSC) has two keys i.e. Public Key and Private Key. The Public Key is used to Encrypt (code) the data and Private Key is used to decrypt (decode) the data. The Encryption means conversion of normal text into coded language whereas decryption means conversion of coded language into normal text. These Digital Signature Certificates (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), 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 our Service Provider for Electronic Tendering System (ETS):

M/S .Antares systems limited
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@antaressystes.com
raghuprashanth@antaressystems.com

- 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.
- 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.
- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the eTendering Portal (website) through <http://www.tenderwizard.com/LIC>.
- **Submission of Earnest Money Deposit:**

Contractors have to deposit EMD of required amount and in the form as stated in of DD/ or 50 % DD and 50 % BG in a sealed envelope on and before of required amount as mentioned in the respective eTender in the form of "CROSSED DEMAND DRAFT " of any of the Nationalized Banks / **Schedule Banks** drawn in the favour of the "Life Insurance Corporation of India" payable at "**CHENNAI**" only, and not in the favour of any other Authority or Location .

- Refund of Earnest Money Deposit to the unsuccessful bidders will be made through RTGS/NEFT.

A scanned copy of DD against EMD should be uploaded mandatory while Bid Preparation stage (as per the Key Dates mentioned in eTender and Tender document) and **original D.D./BG should be submitted to The Chief Engineer, LIFE INSURANCE CORPORATION OF INDIA ,ENGINEERING DEPARTMENT,SOUTHERN ZONAL OFFICE, "153,LIC BUILDING ",ANNA SALAI, CHENNAI -600 002. PHONE: 044-28604101,28616135/28616128. e-mail: sz_engg@licindia.com in the sealed envelope (BID II) on or before the due date mentioned in Key Dates of eTender, otherwise your BID I & II will not be opened.**

- **Submission of Tender Document Fees:**

- The Contractors have to submit a Demand Draft of requisite amount as mentioned in the particular e-Tender against the Tender Document Cost of any of the Nationalized Banks drawn in the favour of the "Life Insurance Corporation of India" payable at "**CHENNAI**" only, and not in the favour of any other Authority or Location.

The scanned copy of the Demand Draft against Tender Document Fees should be uploaded mandatory during "Bid Hash Submission" stage (as per the due date mentioned in Key Dates of eTender and original DD should be submitted to **The Chief Engineer, LIFE INSURANCE CORPORATION OF INDIA ,ENGINEERING DEPARTMENT,SOUTHERN ZONAL OFFICE, "153,LIC BUILDING ",ANNA SALAI, CHENNAI -600 002. PHONE: 044-28604101,28616135/28616128. e-mail: sz_engg@licindia.com in the sealed envelope on or before the due date mentioned in Key Dates of respective eTender, otherwise your Tender will not be opened.**

- If the tenders are cancelled or recalled on any grounds, the tender document fees will not be refunded to the agency.

- **Submission of Tender Processing Fees:**

- **Tender Processing Fee to be paid online through e-payment debit card/credit card facility/net banking available on e-tendering website.**

For further clarification kindly contact our Helpdesk as mentioned above.

- **Tender Download:**

- The Eligible Bidders can download the Tender Document online from above eTendering Portal <http://www.tenderwizard.com/LIC> before the Tender closing date & time mentioned in the eTender floated.

- **Submission of Bid Hash of online bids:**

- The bidders are required to prepare their bids on online eTendering Portal as mentioned above. During bid preparation the bidders have to send their Public Key of DSC hence they are advised to procure DSCs at earliest to participate in the eTender. They are required to upload the scan copies of Demand Draft for Tender Document Fees and Earnest Money Deposit. Also bidders are required scan and upload any other documents related to their credentials and submit wherever asked online. The bidders have to prepare their commercial bid online during in this stage only and seal (Encrypt) and digital sign the online bid with their Digital Signature Certificates. The Bidders should take note of any corrigendum being issued on the web portal on a regular basis. They should view and note down or take a printout the Bid Hash submitted and ensure that it matches during "Re-Encryption of Bids" stage. The bidders will not be able to change their technical details and offer (rates) after expiry of due date and time on online portal.

- **Generation of Super Hash:** After the time of submission of Bid Seal (Hash) by the Contractors/Bidders has lapsed, the bid round will be closed and a "Digitally signed tender Super-Hash" will be generated by concerned LIC Department official. This is equivalent to sealing the tender box.

- **Re-Encryption of Bids:** Once the Generation of Super Hash stage is completed the Contractors/bidders have to decrypt their bids as they are in encrypted mode by their DSC and re-encrypt with Department user's Public Key which will be included in the eTender. During this process they need use their DSC for decryption of Bids and signing of Bid Hash once again for security. The electronic bids of only those Contractors/bidders who have submitted their bid seals (hashes) within the stipulated time, as per the tender time schedule (Key Dates), will be accepted by the system. A Contractor who does not submit his bid seal (hash) within the stipulated time will not be allowed to submit his bid (Re-Encryption). This stage could be considered as transfer of control to LIC Department user.

- **Pre-bid discussion with all applicants on key dates.**

- **Opening of Tender (Electronic offers):** (a) EMD Bid & Pre-qualification Bid shall be opened on key dates. (b) The date of opening of Price/Financial Bid shall be intimated to the Eligible Bidders.

TENDER EVALUATION PROCEDURE

Tenders are invited in Three Bid tendering system.

1.BID I (Pre-qualifying): This bid will be online filled in enrolment form with credentials of contractors including copy of DD/Pay Order/Banker's Cheque/BG of EMD as per given below "Pre-qualification" will be selection of contractors on the basis of minimum bank solvency, Annual turnover & Value of work done of similar nature as mentioned in the selection Criteria. All the necessary required papers i.e. self attested copies of annual turnover (certified by Chartered Accountant), Bank solvency (issued latest or within **six months** prior to date of this tender notice), copy of work/ works executed, Completion Certificates. All required scanned documents duly self attested only to be uploaded online.

2 BID II (Technical & E.M.D. Bid) : Earnest Money Deposit for each work:

Sr. No.	Name of Work	Estimated Cost	Earnest Money Deposit	Tender Document Fee (Inclusive of 18% GST)
(a)	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, THRISSUR., KERALA	Rs.12.29 Lacs	Rs.6,200.00	Rs.590.00
(b)	30 KWp AT LIC DIVISIONAL OFFICE BUILDING, KOTTAYAM., KERALA	Rs.12.29 Lacs	Rs.6,200.00	Rs.590.00

EMD in the form of Demand Draft/Pay Order/Banker's Cheque in favour of "Life Insurance Corporation of India" payable at **CHENNAI**. OR 50% of amount in the form of Bank Guarantee of any Nationalised/Scheduled Bank & another 50% amount in the form of Demand Draft/Pay Order/Banker's Cheque drawn in favour of "Life Insurance Corporation of India" payable at **CHENNAI**. On the due date of opening of Pre-qualification Bid, the BID II will be opened first and the Pre-qualification Bid (BID No.I) of contractors whose EMD found in order shall be opened online.

NOTE: The work is Supply,Insatallation & commissioning and Reckoned under work contract In view of this MSME/NSIC Certificates will not be considered for waiver of EMD/SD(Security Deposit). Separate DD's for EMD shall be submitted. Hence all participating agencies should submit EMD's as stipulated by us in the form of DD's for stipulated amounts payable at Chennai. If any agency fails to submit the EMD's along with the tender, the tender shall be treated as Non- Bonafide.



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KERALA-GRID INTERACTIVE ROOF TOP SPV PLANT 21-22

3 BID III (Financial Bid) : The Price Bid consists of letter to contractor, letter from contractor, Appendix to Condition of Contract, Schedule of Quantities etc . The agency shall fill **item** rates both in words and figures. **The agency shall 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 on the scheduled date. Date of opening of FINANCIAL BID will be conveyed to the agencies who qualify in BID I & II. The **item** rates quoted in Tender shall remain valid for **6 months** from the last date of submission of Tender.

Note:

- 1. The EMD of the contractors who do not qualify in Prequalification Bid will be released without opening Financial bid through RTGS/NEFT for which contractor to submit their mandatory form.**

**LIFE INSURANCE CORPORATION OF INDIA,
,ENGINEERING DEPARTMENT,SOUTHERN ZONAL OFFICE, “153,LIC BUILDING
,ANNA SALAI, CHENNAI**

INSTRUCTIONS FOR FILLING AND SUBMISSION OF PRE-QUALIFICATION BID

The Enrolment Form along with the Annexure A1, A2 and B to G shall be completely filled in all respect along with these instructions for filling and uploading of Enrolment Form.

1. Contractors to note that all particulars required as per the form and Annexures shall be filled in completely in relevant strictly as per the format.
2. The forms not submitted strictly as per the above instructions within stipulated period are liable to be rejected,
3. The Pre-qualifying Bid of the eligible agencies, which fulfill the selection criteria, shall be evaluated. Please note that no enquiries or correspondence regarding the selection for issue of tenders shall be entertained.
4. Latest Solvency/**Bankers** Certificate from any Nationalised/Scheduled Bank or **Net worth certificate** for an amount of **as mentioned in the pre-qualification tender notice** should be uploaded submitted along with BID DOCUMENT NO. I.
5. The Contractors are advised to follow the instructions given below :
 - (a) Enrolment Form shall be filled online in the e-tendering portal in capital letters **or and** typed.
 - (b) Full address of the site of work, owner or authority under whom the works have been carried out should be given (Please refer Annexure **D & E**).
 - (c) The Tenderer 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 in **Annexure D**.
 - (d) The annual turnover should be based on latest Income Tax Clearance Certificate duly cleared by Income Tax Department or audited balance sheet, copy of which should be enclosed.
 - (e) Copy of Agreement in case of works carried out for private agencies **should be enclosed**.
6. All the documents uploaded are to be self attested by the authorized signatory.
7. Please note that the submission of PQ BID does not confer any right to claim for selection for further tendering process.
8. Chief Engineer reserves the right to reject the PQ BID of the applicant without assigning any reason whatsoever.

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



SZO-CHENNAI

KERALA-GRID INTERACTIVE ROOF TOP SPV PLANT 21-22

**LIFE INSURANCE CORPORATION OF INDIA
ENGINEERING DEPARTMENT
SOUTHERN ZONE, CHENNAI**

FORM FOR PRE-QUALIFICATION BID

I / We _____ am/ are desirous of submitting Pre-
Qualification bid for _____ and hereby apply for the
same.

I / We give the following details for your consideration.

Sl.no	QUERY			ANSWER
1	Name of the firm		:	
	Proprietary / Corporate			
2	Address	OFFICE		
		RESIDENTIAL		
3	i) What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.			
	ii) Upload copy of partnership deed, Articles of Association or Affidavit in case of sole proprietorship as per Annexure A-1.			
	iii) Fill-in enclosed Annexure A-2.			

4	PAN No				
	TIN No.				
	GST Registration No.				
	Service Tax Registration No.				
5.	Registration with EPF and Details				
	Registration as per Labour Act and Details				
6	Contact Details	Office Phone No.			
		Residence Phone No.			
		Mobile No.			
		Fax No.			
		e-mail			
7	Month and year in which the firm was established in present name				
8	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 uploaded)				
9	Particulars of sister Solar firms, if any:				
10	Fill and enclose Annexure 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. / Organisation(under takings, boards, corporations, local bodies etc.)				
12	i) Annual Turn Over for last Three years (upload the self attested Statement of Accounts of last three consecutive years duly certified by Chartered Accountant with Registration Number Details of works and Annual Turn Over are to be filled up in Annexure-G. The Bank Statement for last 12 months shall be uploaded.		YEAR	Rs. in Lakh	
		i	2018-19		
		ii	2019-20		
		iii	2020-21		
	ii) What evidence of proof is uploaded to support the amounts of yearly turnover				
	iii) Upload latest income tax clearance Certificate			Certificate of chartered accountant uploaded for Assessment year	
13	i) Name and complete postal address				

	of bankers and statement of accounts of last 3 consecutive years duly certified by Chartered Accountant with registration number etc.		
	ii) NEFT and Bank Account Details		Name of Bank :
			Account No.
			IFSC Code :
	iii) Upload solvency/bankers certificate or net worth certificate issued/certified by a Chartered Accountant indicating amount (The certificate should not be more than 6 months old).		
	iv) Bank Guarantee limit with Various banks		i) Rs. _____ Lac with _____
			ii) Rs. _____ Lac with _____
			iii) Rs. _____ Lac with _____
			TOTAL
14	i) Upload list of immovable properties with complete postal addresses, full description & reasonable market value of property duly supported by certificate of DM/ Collector/ First Class Magistrate/ approved valuer.		
	ii) Whose supporting certificate is enclosed		Rs. _____ of _____ Date _____
15	i) Particulars of movable properties along with Banker's reference		
	Value of tools & plants		Rs.
	Other Assets		Rs.
	Total		Rs.
	ii) Whose reference is uploaded?		
16	Fill in and upload list of tools & plants as per Annexure-C enclosed.		

17	Fill in & upload Annexure-D giving full particulars about major works completed during past seven years NOTE: List of only those works which are carried out by firm requesting for enrolment is to be given. Work completion certificate for qualified projects must be uploaded with address & contact numbers of issuing authority		
18	Work in Progress: i) Whether full details of major work on hand given in Annexure 'E' Note: The details must be self attested.		
	ii) Are copies of work orders for such large works uploaded		
19	Whether full information regarding permanent technical staff employed given in Annexure 'F'		
20	i) How do you normally carry out works of SOLAR installations		
	ii) Who is the license holder and what his experience of this work is.		
21	i) How do you normally get work of electrical installations carried out		
	ii) Who is the license holder & what is his experience		
22	Upload Bidding Capacity details as per prequalification notice. For "A" submit Chattered Accountant certificate (The certificate shall mention the registration number chattered accountant).The details of "B" shall be notarized.		

22	Branch Offices/Service centres /offices/Channel partners in Tamil Nadu. Details of all available locations to be given. Use separate sheets if required.		Full Address with pin code:
			Contact Person Name, Designation
			Email id:
			Land line number:
			Mobile number
23	Branch Offices/Service centres /offices/Channel partners in Kerala. Details of all available locations to be given. Use separate sheets if required		Full Address with pin code:
			Contact Person Name, Designation
			Email id:
			Land line number:
			Mobile number
24	Complaint Mechanism		
	Mail		1 st level
			Middle level
			Upper Level
	Land line		1 st level
			Middle level
			Upper Level
	Name & Mobile		1 st level
			Middle level
			Upper Level
25	Any other information the applicant might like to give		



SZO-CHENNAI

KERALA-GRID INTERACTIVE ROOF TOP SPV PLANT 21-22

DECLARATION

I/We agree to notify the officer accepting this application for Pre-Qualification 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 open Financial Bid tender 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 pre-qualification bid 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 Pre qualification bid 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 disqualify my/our name from the opening Financial bid.

PLACE:

DATE :

SIGNATURE OF CONTRACTOR



ANNEXURE – A1

A F F I D A V I T

(On Non Judicial Stamp paper of **Rs.100/-** 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 should be notarized.**

ANNEXURE A2

LIFE INSURANCE CORPORATION OF INDIA

**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 contract or	
1	2	3	4	5	6	7	8

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

LIFE INSURANCE CORPORATION OF INDIA

PARTICULARS OF ENROLMENT WITH LIC AND OTHER ORGANIZATION

I.

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

CONTRACTOR

CHIEF ENGINEER



SZO-CHENNAI

KERALA-GRID INTERACTIVE ROOF TOP SPV PLANT 21-22
ANNEXURE – C

LIFE INSURANCE CORPORATION OF INDIA

PARTICULARS OF SOLAR POWER PLANT TOOLS

Sr. No.	Item	Specification	Quantity	Estimated Value	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

ANNEXURE – D**LIFE INSURANCE CORPORATION OF INDIA****LIST OF MAJOR WORKS COMPLETED DURING LAST **SEVEN** YEARS**

Sr. No.	Name and Complete Postal Address of			Order			Value of work as per final bill (Rs. in Lac)	Commencement of work month Year	Completion of work month Year	Penalty levied for delay of completion, if any
	Site of Work & Nature of Work	Owner	Authority under whom work was	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~~*Value of works in Column (8) shall have to be carried over to Annexure-G for calculation of Bidding capacity.~~

CONTRACTOR

CHIEF ENGINEER

ANNEXURE – E

**LIFE INSURANCE CORPORATION OF INDIA
LIST OF WORK IN HAND**

Sr. No.	Name and Complete Postal Address of			Order			Date of commen ce-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

~~*Value of works in Column (10) shall have to be carried over to Annexure-G for calculation of bidding capacity.~~

ANNEXURE – F

PARTICULARS OF PERMANENT TECHNICAL STAFF

Sr. No.	Name	Designation	Age	Academic Qualification	Service with the Firm	Details of Experience Year to Year
(1)	(2)	(3)	(4)	(5)	(6)	(7)

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

Name of contractor:**ANNEXURE- 'G'/1****A.Completed Works of similar nature.**Period considered from **01.04.2014**

S. No	Name of work	Contract value	Actual value	D.O.S	D.O.C.	Period in months	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Remarks

CONTRACTOR

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B. In hand works of similar nature.

S. No	Name of work	Contract value	Actual value	D.O.S	D.O.C.	Period in months	2018- 2019	2019-2020	2020-2021					Balance work to be completed till March 2021

C. Declaration as per Affidavit.

Bidding Capacity = [A x N x 2] – B= Rs.....

Bidding Capacity: The bidding Capacity of the Contractor should be equal to or more than estimated cost of the work put to tender. The bidding capacity shall be worked out by the following formula:

Bidding Capacity = [A x N x 2] – B

Where,

A= Maximum value of Solar work executed in any one year during the last **THREE YEARS** taking into account the completed as well as the works in progress.

N= Number of years prescribed for completion of work for which LIC have Invited bids.

B= Value of existing commitments and on-going works to be completed during the period of completion of work for which bids have been invited. (An affidavit duly notarized in support of this statement is must) (Period -----)

NOTE: Parameters with regard to Bidding capacity and formula to evaluate the same was also clearly explained by LIC to all firms and they are required to submit the same on Rs. 100/- stamp paper duly notarized, scanned and uploaded.

SIGNATURE OF CONTRACTOR

CONTRACTOR

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Name of contractor:

ANNEXURE- 'G'/2

A. Period considered from 01.04.2018

S. No	Name of work	Annual Turn Over						Remarks
		2018- 2019	2019-2020	2020-2021				

B. In hand works of similar nature.

S. No	Name of work	2018- 2019	2019-2020	2020-2021					Balance work to be completed till March 2021

~~Bidding Capacity = [A x N x 2] – B= Rs.....~~~~Bidding Capacity:~~ The bidding Capacity of the Contractor should be equal to or more than estimated cost of the work put to tender. The bidding capacity shall be worked out by the following formula:~~Bidding Capacity = [A x N x 2] – B~~~~Where,~~~~A= Maximum value of Solar Work executed in any one year during the last THREE YEARS taking into account the completed as well as the works in progress.~~~~N= Number of years prescribed for completion of work for which LIC have invited bids~~~~B= Value of existing commitments and on going works to be completed during the period of completion of work for which bids have been invited. (An affidavit duly notarized in support of this statement is must)~~

NOTE: Parameters with regard to Bidding capacity and formula to evaluate the same was also clearly explained by LIC to all firms and they are required to submit the same on Rs. 100/- stamp paper duly notarized, scanned and uploaded.

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

To

Annexure

The Chief Engineer,
LIC OF INDIA,
Engineering Department,
Southern Zonal Office,
LIC Building,
153, Anna Salai,
Chennai-600 002.

BANKERS CERTIFICATE

This is to certify that to the best of our knowledge and information that M/s./Shri.
.....(Name & registered address of the construction associate)
.....

having marginally noted address as a customer of our bank are/is respectable and can be
treated as good for any engagement upto a limit of

Rs.
(Rupees.....)

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

(Signature of Authorised official)
For the bank.

Note:

1. Bankers certificate should be on letter head of the Bank, addressed to the tender issuing authority.
2. In case of bidder is 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.

Annexure

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 the construction associate).....as on 31st March 2020 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. It is further certified that the net worth of M/s.....(Name & registered address of the construction associate).....has not eroded by more than 30% in the last three years ending on 31st March 2020.

(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 of bidder is partnership firm, certificate should include names of all partners as recorded with the Chartered Accountants.

Bank Account and other Details

LIFE INSURANCE CORPORATION OF INDIA

SOUTHERN ZONAL OFFICE , CHENNAI

MANDATE FORM FOR PAYMENT THROUGH NEFT / RTGS.

1. Name of the company / Firm/ Entrepreneur Institute etc:

2. Full postal Address:

3. Phone number

STD Code.....No.....

4. E-Mail ID:

5. Bank Account Details*:

(a) Account No.

(b) Type of Account

(c) IFSC/RTGS code

6. GST Registration Number* :

7. PAN Number* :

8. TIN Number* :

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

Signature

*Attach self-attested Xerox copy.

ANNEXURE – H**PRE-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		
2.	Annexure (A-2) as supplied	(Particulars of Partners)	
3.	Annexure – B (as supplied)	(Particulars of enrolment in LIC and other Organization)	
4.	Proof of Turnover		
5.	Latest I.T.C.C.		
6.	GST Registration		
7.	Solvency/Bankers/Networth Certificate		
8.	Certificate of Bank Guarantee		
9.	Immovable Property Certificate		
10.	Movable Property reference		
11.	(★) Annexure 'C' (as supplied)	(Particulars of SPV plant tools/ plant)	
12.	(★) Annexure 'D' (as supplied)	(List of major works completed during last 2 years)	
13.	(★) Annexure 'E' (as supplied)	(List of work in hand)	
14.	(★) Copies of work orders		
15.	(★) Annexure 'F' (as supplied)	(Particulars of permanent technical staff)	
16.	(★) Annexure 'G' (1 & 2)	Particulars for Bidding Capacity	
17.	Bank account details		

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER