



REVISED PREQUALIFICATION BID –I & BID-II
BID-I

(EMD & TENDER PROCESSING FEE)

LIFE INSURANCE CORPORATION OF INDIA
ENGINEERING DEPARTMENT, ZONAL OFFICE
NEW DELHI

E-TENDER FOR THE PROPOSED MODERNIZATION WORK
INCLUDING ELECTRICAL WORK, TELEPHONE &IT
CABLING,FIRE SPRINKLER & ALARMSYSTEM, AIR
CONDITIONINGAND TOILET RENOVATION WORK IN
DIVISIONAL OFFICE AND P&GS AT JODHPUR(RAJASTHAN)

ISSUE OF TENDERS	: 16.12.2019
PRE BID MEETING	: 23.12.2019
LAST DATE FOR SUBMISSION OF TENDER:	03.01.2020
OPENING OF PRE-QUALIFICATION BID	: 04.01.2020

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PROCESS FOR SUBMISSION OF TENDER FEES & EMD

(A) Tender Fees: Tender fees of Rs. 2000/-Plus Rs.360.00(GST) (non refundable) shall be paid as below :

- (1) To be remitted to the bank account of LIC of India, CZO, Bhopal through NEFT/RTGS in this Bid. The proof of remittance (UTR No.) of above remittance shall be uploaded in BID – I of e-tender.

(B) EMD: Earnest Money Deposit of Rs. 4.29 lakhs (Rupees Four Lakh Twenty Nine Thousands Only) shall be paid / submitted as below :

- (1) Entire EMD amount to be remitted to the bank account of LIC of India, CZO, Bhopal through NEFT/RTGS. The proof of remittance (UTR No.) of above remittance shall be uploaded in BID – I of e-tender.

OR

- (2) Entire EMD amount in the form of Demand Draft/ Pay Order/ Banker's Cheque of any scheduled bank in favour of "Life Insurance Corporation of India" payable at Bhopal. **The Original DD should be submitted physically to the Office of "Chief Engineer, LIC of India, Northern Zonal Office, Engineering Department, 2nd Floor, 25 K G Marg New Delhi-110001" in a sealed envelope on or before the due date and time mentioned in key date.** The scanned copy of DD/ Pay order/ Banker's Cheque should be uploaded mandatorily in BID-II while bid preparation stage as per key dates mentioned in e-tender documents.

OR

- (3) **Entire amount of EMD of Rs 4.29 Lakhs (Rupees Four Lakh Twenty Nine Thousands Only) in the form of Bank Guarantee** from 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) and not from Scheduled co-operative banks as per BG format available in bid document validity of 3 months from the last date of receipt of online bids. **The original BG should be submitted physically to The Chief Engineer, LIC of India, Northern Zonal Office, Engineering Department, 2nd Floor, 25 K G Marg New Delhi-110001 in a sealed**



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envelope on or before the due date and time mentioned in key date. The scanned copy of BG should be uploaded mandatorily in BID-I while bid preparation stage as per key dates mentioned in e-tender documents.

- Note :** (1) Bidders to note that the bank Guarantee submitted by bidders must have a covering letter issued by the bank and the letter must have complete postal address of the bank issuing such bank guarantee.
- (2) Bidders are requested to note that deposit of EMD and payment of tender fees must be in any one of the above three modes only. Deposit / Payment in modes other than above specified mode will not be entertained. No exemption on deposit of EMD and payment of tender fees will be given to MSME/ NSIC registered bidders.
- (3) If the Tender processing fees and EMD is submitted through online payment/ NEFT/ RTGS in LIC bank account, the above payment should be done from the Company's bank account. Please note that the payment made through the bank account of any individual shall not be accepted.

The Bank Account Details for NEFT/RTGS Transactions are as follows:

Sl.No.	Name	Current Account	15 Digit Account No.
01.	LIC of India	CA 42	510101002947780

Bank name – CORPORATION BANK

The IFSC code: CORP0002099

The MICR No. 110 017 064

Bank Branch Code 2099

NOTE: IN CASE OF ONLINE / NEFT/ RTGS PAYMENT for TENDER FEES AND GST ON TENDER FEES, PLEASE MENTION THE UTR NO. IN BID - I.

REFUND OF EMD :

The EMD of the contractors who do not provisionally qualify will be released without opening their financial bid.

Key Dates:

Sr. No.	Stage	Start Date & Time	Expiry Date & Time
1	Release of Tender documents i.e. BID-I, BID-II & BID-III	16.12.2019 10.00 Hrs	03.01.2020(16.00Hrs.)
2	Downloading of Tender Documents	16.12.2019 17:01 Hrs.	03.01.2020(16.00Hrs.)
3	Pre Bid Discussions at LIC, NZO New Delhi	23.12.2019 11:00 Hrs.	
4	Deposit of Tender Processing Fees and GST on Tender Processing Fees (bidders can choose any one of the options from Demand Draft/ Pay Order/ NEFT/ RTGS) & EMD (bidders can choose any one of the options from Demand Draft/ Pay Order/ NEFT/ RTGS/ BG)	16.12.2019 10:01 Hrs	03.01.2019 up to 16:00 Hrs.
5	Online submission of tender BID I, BID II & BID III	16.12.2019 17:01 Hrs.	03.01.2020 17:00 Hrs
6	Opening of BID I & BID II	04.01.2020 at 12:00 Hrs (Noon)	

NOTE :

Original DD/Pay order/ copy of UTR No. of NEFT/RTGS payment towards Tender Processing Fees and GST on Tender Processing Fees & DD/Pay order/ copy of UTR No. of NEFT/RTGS/ Original Bank Guarantee towards EMD should be submitted in two separate sealed envelope sealed in a single big envelope on or before the last date of submission of the same as mentioned in key dates to our office "The Chief Engineer, L.I.C. of India, Northern Zonal Office, "Jeevan Prakash" 2nd Floor, Engineering Deptt., 25, K.G. Marg, New Delhi – 110001". The sealed envelope should be super scribe with name of work and contain the name & address of the contractor.

The date of opening of BID III shall be intimated at a later date to eligible contractors, who fulfill the selection criteria.

The Venue of the Pre-Bid meeting :

Engineering Department,
2nd Floor, Jeevan Prakash,
25- K.G.Marg, New Delhi - 110001



BANK GUARANTEE IN LIEU OF EARNEST MONEY
(On Non-judicial Stamp Paper of required amount)

(BG should be valid for 3 months from the last date of receipt of online bids)

To
 The Life Insurance Corporation of India
 Northern Zonal Office
 Engineering Department,
 Jeevan Prakash Building
 2nd Floor, 25, K.G Marg,
New Delhi - 110 001

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 Northern Zonal Office at New Delhi in the State of DELHI (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.

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,



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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 three (3) months from the last date of receipt 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

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



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LIFE INSURANCE CORPORATION OF INDIA

ENGINEERING DEPARTMENT

NORTHERN ZONAL OFFICE

"JEEVAN PRAKASH"

25, K.G. MARG

NEW DELHI-110001

PHONE: 011-28844180, 28844182

e-mail: nz_engg@licindia.com

PREQUALIFICATION BID-II

**E-TENDER FOR INTERIOR WORK, IT CABLING, AUDIO SYSTEM, FIRE SPRINKLER
& ALARM WORK, AIR CONDITIONING INCLUDING UPS WIRING AND TOILET
RENOVATION WORK IN DIVISIONAL OFFICE-JODHPUR,(RAJASTHAN)**

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PRESS ADVERTISEMENT

	Life Insurance Corporation of India Engg. Deptt., Northern Zonal Office, "Jeevan Prakash", 2 nd floor, 25 K.G. Marg, New Delhi - 110001, E-mail : nz_engg@licindia.com Phone :011-28844170/28844170 Website : www.licindia.in/tenders
COMPETITIVE BIDDING FOR PROPOSED MODERNIZATION OF DIVISIONAL OFFICE AND P&GS AT JODHPUR (RAJASTHAN)	
Life Insurance Corporation of India invites e-bids through the website http:// www.tenderwizard.com/LIC from eligible bidders for the following work as per details given below :	
Bid document no.	LIC/NZ/ENGG/167 Dated : 15.12.2019
Description of work	Proposed Modernization including electrical work, Telephone & IT cabling, Fire sprinkler & alarm system, Air conditioning and Toilet Renovation work.
Estimated Cost	Rs. 2,85,86,368 (Approx.)
Sale period	16.12.2019 to 03.01.2020
Pre-bid Meeting	23.12.2019 at 11:00 Hrs,
Bid submission closing date & time	03.01.2020 upto 17:00 Hrs
Contact person(s) e-mail	r.chavan@licindia.com w.khan@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 : 15.12.2019 Chief Engineer	



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PRE QUALIFICATION NOTICE

Life Insurance Corporation of India intends to invite Percentage Rate Tender for the Modernization work including electrical work, Telephone & IT cabling, Fire sprinkler & alarm system, Air conditioning and Toilet Renovation work in Divisional office and P&GS at Jodhpur (Rajasthan)

The **Eligibility Criteria** are as detailed below:-

Estimated Cost of work (Rs. In Lakh)	Completion period in months	Minimum Bank Solvency* (Rs. In Lakh)	Average Annual Turnover during last 3 years, ending 31 st March, 2019 (Rs. In Lakh)	Experience of having successfully completed similar works during last 7 years ending 30 th November, 2019
A	B	C	D	E
285.86	06 (Six Months)	114.50 (Single Bank Solvency)	143.00	Three similar completed works each costing not less than Rs.114.50 Lakh OR Two similar completed works each costing not less than Rs. 143.00 Lakh OR One similar completed work costing not less than Rs.228.69 Lakh AND If all the qualifying works are executed with private organization, then in addition to qualified works One completed work of any nature (either part of above or a separate one) costing not less than the amount equal to Rs 114.50 Lakh with some Central Govt. Deptt./ State Govt. Deptt./ Central Autonomous Body/ State Autonomous Body/ Central Public Sector Undertaking/ State Public Sector Undertaking/ City Development Authority/ Municipal Corporation of City Formed under any act by Central/ State Govt. and published in Central/ State Gazette.

* **Solvency certificate (single solvency)** should not be more than 3 months old prior to date of publication of this Notice. Please note that the Bank Solvency should be issued by the bank for either General Bank Solvency or the same should be addressed/ issued in the name of LIC of India. Bank solvency issued in the name of any other department will not be accepted.

** **Similar Nature of work:** Similar nature of works means work of Interior/Modernization, Construction of : Office building, residential buildings shopping complex commercial building, Institutional building but not industrial building like ware house, factories, plants etc.

Note : (1) The value of executed work (by the bidders in the last 7 years) shall be brought to current costing level by enhancing the actual value of work at simple rate of 7 % per annum; calculated from the date of completion of the work to previous day of last date for submission of Bids.

(2) For qualifying works executed by bidder in private sector, he should submit the details of payment received duly certified by Chartered Accountant i.e. copy of paid final bill, form 26 AS and Form 16 A of relevant period for verification of amount of work done.

(3) The amount of Annual Turnover as given in prequalification criteria shall be only for construction works/ modernization/ Interior works duly certified by Chartered Accountant.

(4) Bidder as a joint venture is not eligible for participating in bidding.

(5) Even though the bidder has executed similar nature work of qualifying amount he will not be pre-qualified if there is unjustified delay in completion of work by more the 25 % period of total permissible time period. Permissible time period means schedule time limit + justified extended time allowed without imposing liquidated damages/ penalty. The performa in which the bidder should obtain the performance certificate for the executed work is enclosed as Annexure "A". Bidders have to submit the said proforma alongwith this bid.

(6) Signed & stamped copy of Pre Contract Integrity Pact as available in the bid document must be uploaded in BID-II.

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

Contractor has to submit the Tender as under:

1. BID – I: Big Sealed envelope consisting of two separate sealed envelope as per following : -

- a) **1st Envelope** : Should contain - Tender Fee of Rs.2,000/+Rs 360.00 (GST) =2,360.00 (non-refundable) in the form of Demand Draft/ Pay order/ Banker's Cheque in favour of "Life Insurance Corporation of India" payable at New Delhi or on line mode of payment i.e. NEFT/RTGS (copy of UTR is to be sent in the envelope).
- b) **2nd Envelope** : Containing - Earnest Money Deposit of **Rs.4,29,000/-** (Rupees Four Lakh Twenty Nine Thousand only)

The EMD can be remitted through any of the following methods:

- ❖ Demand Draft/ Pay Order/ Banker's Cheque in favour of "**Life Insurance Corporation of India**" payable at New Delhi.
- ❖ ONLINE / NEFT/ RTGS mode directly crediting to LIC account. The account details are given in page No 7 . Please mention the UTR No.
- ❖ In the form of Single Bank Guarantee for full amount of EMD for Rs 4,29,000/-. The Pro forma of Bank Guarantee is available in this Bid.

Both these envelopes are to be put together in the third envelope and sealed envelope mentioning the name of the work & last date of submission of EMD & Tender Fees should be sent to our office at the address mentioned in the bid documents well before the last date and time mentioned in the key dates for submission of the same. Bidders are to ensure that the EMD & Tender fees envelope should reach in time, any type of delay including postal delay will not be entertained in this connection, and bids will be summarily rejected.

The scanned copy of the Demand Draft/ Pay Order/ NEFT details of Tender Fee and Demand Draft/ Pay Order/ Banker's Cheque/ Bank Guarantee/NEFT detail like UTR No.etc. of EMD shall be uploaded in BID I.

The MSME benefits, viz., Exemption of EMD, tender fees, etc shall be not be applicable to the works contract, hence the MSME registration shall not be considered for waiver of EMD and tender fees.

2. **BID – II: Prequalification Bid (Pre Qualification Bid Form with Annexure).** The Tenderer shall upload the scanned copy of the Pre Qualification Bid form along with supporting documents/ attachments and signed copy of Pre Contract Integrity Pact.
3. **BID – III:** Consisting of Page No. 1 to 237 including schedule of quantities and Bid page (for quoting the rates). The percentage rate in figure shall be quoted in the Financial Bid template provided. No other document, conditions shall be uploaded along with documents of FINANCIAL BID.

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.

Note:

- I. **Any agency which has applied and is fulfilling the selection criteria** will be considered for the opening the Price Bids after satisfactory verification of the veracity of the Bank Solvency and Credentials of the uploaded documents by collecting Confidential report/s of executed works from their clients &/or Site inspection report/s of executed work/s or work/s in progress etc. The credentials of works executed under Joint-Ventures system and applications from Joint Venture agencies shall not be accepted.
- II. The Chief Engineer reserves the right to not open Financial Bid of Tender of any/ all the Applicants at his sole discretion without assigning any reason whatsoever.

Date:

Chief Engineer

System Tender No. LIC/NZ/ENGG/167

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.	e-Tender for "Modernization work including electrical work, Telephone & IT cabling, Fire sprinkler & alarm system, Air conditioning and Toilet Renovation work in Divisional office and P&GS at Jodhpur (Rajasthan)	Rs. 285.86 Lakhs	Rs 4.29 Lakh	Rs. 2,000.00 +360.00(GST)

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 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: 080-40482000/121/133/140
DELHI OFFICE HELPDESK CONTACT NO: 011-49424365
Mobile: 8040482100/ 08800558944
E-mail: licetenderhelpdesk@gmail.com

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 Bank Guarantee/DD/Payprder/UTR No of NEFT/RTGS towards EMD and DD/Pay order/ UTR No. of NEFT/ RTGS towards Tender Fees and GST on Tender Fees to be submitted (Physically and before the due date & time mentioned in key dates**
The Chief Engineer,
L.I.C. of India, Northern Zonal Office,
“Jeevan Prakash” 2nd Floor, Engineering Deptt., 25, K.G. Marg, New Delhi
- 110001.
2. Last date for Submission of tenders **As per Key Dates**
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 as required in the e-tendering System.
5. The Percentage quoted 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. Earnest Money if submitted in the form Bank Guarantee (BG), the BG should be from scheduled commercial Bank Only (i.e. Indian or Foreign Bank included Second Schedule of Reserve Bank of India Act 1934 excluding cooperative Banks or Regional Banks or Regional Rural Banks) and not from Schedule Co-Operative banks.

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9. Contractors are warned that Cash, or Encashable Cheque, or Insurance Guarantee, DD or Fixed Deposit receipt for the aforementioned form of Earnest Money remittance will not be accepted.
10. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Chief Engineer.
11. **All the participating bidders must have valid GST registration certificate of Rajasthan State at the time of submission of the Bid. In the eventuality of not having valid GST registration certificate with the Rajasthan State, where implementing work contracts, the successful bidder will be required to obtain GST registration certificate of Rajasthan State where the work contracts will be implemented within a period of 21 days from the date of issuance of Letter of Acceptance, failing which the letter of Acceptance will be withdrawn and cancelled. Earnest Money Deposit will also be forfeited. No extension of time period will be given whatsoever unless there remain unforeseen impediments with the issuing authority of such GST registration.**
12. Tenderer should note that tender should remain open for consideration for a minimum period of **THREE MONTHS** from the Last date fixed for the receipt of tenders and validity of BG submitted for EMD will be 3 months from the Last date fixed for the receipt of tenders.
13. 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.
14. Contractors should fill in their "**PERCENTAGE RATE**" (Below / at Par / Above) in the **PRICE BID SHEET** or prescribed form provided on online portal in **FIGURES**.

INFORMATION & INSTRUCTIONS TO THE BIDDERS
FOR USING ONLINE ELECTRONIC TENDERING SYSTEM

Special Conditions & instructions for using online Electronic Tendering System (e-Tendering) through portal (website) <http://www.tenderwizard.com/LIC> adopted by Life Insurance Corporation of India (LIC), 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 (E-Tendering) 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 part of Prequalification Bid pages of the tenders floated on online Electronic Tendering System hereinafter referred as "eTendering System" through portal (website) at <http://www.tenderwizard.com/LIC> in the free view icon. They can also view the details like online scheduled dates (Key Dates), Tender Notice, Terms and Conditions and any other information. To download they need to login on to the above portal and can download the tender documents of the eTender.
- **Key Dates:** The contractors/bidders can view the Online Scheduled dates of e-tendering System (time schedule) hereinafter referred as "**Key Dates**" for all the tenders floated using the online electronic tendering system on above mentioned portal (website) <http://www.tenderwizard.com/LIC>

The bidders are strictly advised to follow dates and time as mentioned in Key Dates of a particular tender. 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 (Key Dates) 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 "Completed" before the expiry date and time of that particular stage and they should possess a copy of receipt of completion of each stage to be performed from their end which should match with the status with their offer on online portal. 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 eTendering process. The Key dates are subject to change in case of any amendment in schedule due to any reason stated by the Department.

- **Obtaining a DigitalSignature 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.



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- 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):

- **E tender helpdesk**

- Lokesh H R 8040482100 licetenderhelpdesk@gmail.com
- Raghuprashanth B G 8040482100 licetenderhelpdesk@gmail.com
- Jatin Yadav 08800558944 licetenderhelpdesk@gmail.com

E-Tender helpdesk

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

Tel: 080-40482000/121/133/140

DELHI OFFICE HELPDESK CONTACT NO: 011-49424365

- 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.
- In case of online Electronic Tendering, if the Digital Signature Certificate issued to the authorized user of a firm is used for signing and submitting an online 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 and its amendments. 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, Northern Zonal Office, New Delhi as per Information Technology Act 2000 and its amendments. 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.

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- 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 as mentioned in the respective eTender. If the EMD is submitted in the form of Bank Guarantee (BG), the same should be from scheduled commercial Bank Only (i.e. Indian or Foreign Bank included Second Schedule of Reserve Bank of India Act 1934 excluding cooperative Banks or Regional Banks or Regional Rural Banks) and not from Schedule Co-Operative banks.
 - A scanned copy of **Bank Guarantee** against EMD (if submitted in the form of BG) should be uploaded mandatory while Bid Preparation stage (as per the Key Dates mentioned in eTender and Tender document) and **original BG should be submitted to the Chief Engineer, Northern Zonal Office, Life Insurance Corporation of India, Jeevan Prakash Building (2nd Floor), 25 K.G. Marg, New Delhi - 1100 01 in the sealed envelope on or before the due date mentioned** in Key Dates of respective eTender, otherwise your Financial bid will not be opened.
 - Refund of Earnest Money Deposit to the unsuccessful bidders will be made within 07 working days (excluding gazetted holidays, 2nd and 4th Saturdays, Sundays and any other holiday, if declared under NI act) from the day of opening of the price bid.
- **Submission of Tender Document Fees and GST on Tender Fees:**
 - The Contractors have to submit a Demand Draft/ Pay order of requisite amount as mentioned in the particular e-Tender against the Tender Document Cost and GST on Tender Cost of any of the Nationalized/Scheduled Banks drawn in the favour of the "**Life Insurance Corporation of India**" payable at "**New Delhi**" only, and not in the favour of any other Authority or Location..
 - The scanned copy of the Demand Draft against Tender Document Fees and GST on Tender Document Fees should be uploaded mandatory during "Bid I Submission" stage (as per the due date mentioned in Key Dates of eTender and original DD should be submitted to the Chief Engineer, Northern Zonal Office, Life Insurance Corporation of India, Jeevan Prakash Building (2nd Floor), 25 K.G. Marg, New Delhi - 1100 01 in the sealed envelope on or before the due date mentioned in Key Dates of respective eTender, otherwise your Tender will not be opened.

OR

- **PAY ONLINE / NEFT/ RTGS mode directly crediting to LIC account. In case of ONLINE / NEFT/ RTGS payment for Tender Document Fees and GST on Tender Document Fees, please mention the UTR No. in the Bid-I.**

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- EMD if submitted in the form of BG, the same shall be paid as specified in the bid document. The scanned copy of Bank Guarantee/ DD/Payorder/ UTR No. of NEFT/RTGS should be uploaded mandatory during "Bid I Submission" stage (as per the due date mentioned in Key Dates of eTender and original Bank Guarantee should be submitted to the Chief Engineer, Northern Zonal Office, Life Insurance Corporation of India, Jeevan Prakash Building (2nd Floor), 25 K.G. Marg, New Delhi - 1100 01 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.
- **Tender Download:**
 - The Interested agencies can download the Tender Document online from above eTendering Portal <http://www.tenderwizard.com/LIC> on or before the Key Dates mentioned in the eTender floated.
- **Submission 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 use 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 DD/Pay order/ UTR no. of NEFT/RTGS for Tender Document Fees and scanned copy of BG towards Earnest Money Deposit. Also bidders are required to 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 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 of the Bid 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. The department will re-encrypt with Department user's Public Key at the time of opening. During this process Department needs to use their DSC for decryption of Bids 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. This stage could be considered as transfer of control to LIC Department user.



Chief Engineer's Office, New Delhi

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- **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.
- **Short listing of Bids (Electronic Offers):** After the evaluation of Pre-qualification Bid submitted by contractors, the short listing process will be executed.

TENDER EVALUATION PROCEDURE

Tenders are invited in Three Bid tendering system.

1. BID I : Big Sealed envelope consisting of two separate sealed envelope as per following and to be submitted to our office :

- a. Tender Fee plus GST as applicable (non-refundable) in the form of Demand Draft/ NEFT/RTGS/ Pay order in favour of "Life Insurance Corporation of India" payable at New Delhi.
- b. Earnest Money Deposit in the form of Bank Guarantee (BG)/DD/Pay order/ NEFT or RTGS UTR No.

Please mention the UTR No. in the Pre Qualification Bid in case of online payment of tender fees & GST. On the due date of opening of EMD Bid (BID I) will be opened first and the Pre-qualification Bid (BID No. II) of contractors whose Tender Fee and EMD found in order shall be opened online

2 BID II (Pre-qualifying): .This bid will be online filled in enrolment form with credentials of contractors including copies of payment of Tender fee of Rs.2000/- plus GST of Rs. 360/- = Total Rs. 2360/- (Rupees Two Thousand Three Hundred Sixty only) and EMD of **Rs 4.29 lakhs (Rupees Four lakh Twenty Nine Thousand Only)**. "Pre-qualification" will be selection of contractors on the basis of minimum bank solvency, Bidding Capacity, 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 three months prior to date of this tender notice**), copy of work/ works executed, Completion Certificates, signed copy of Pre Contract Integrity Pact, filled in enrolment form to be uploaded online. All required scanned documents duly self attested only to be uploaded online.

3 BID III : The Bid III consists of financial bid (letter to contractor, letter from contractor, Appendix to Condition of Contract, Schedule of Quantities etc). The agency shall fill in the Percentage Rate in 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 Percentage Rate quoted in Tender shall remain valid for 3 months from the last date of submission of Tender.

Note:

- 1. The EMD if submitted in the form of Bank Guarantee, the same shall be released to the contractors who do not pre- qualify in Prequalification Bid without opening their Financial bid.**



Pro forma of authorization for signing documents on behalf of bidder
(Bidders have to upload the scanned signed & stamp copy in BID-II)

TO WHOMSOEVER IT MAY CONCERN

Sub : Authority for signing bid documents on our behalf.

Name of work: - E-tender for Proposed Modernization including electrical work, Telephone & IT cabling, Fire sprinkler & alarm system, Air conditioning and Toilet Renovation work of Divisional office and P&GS at Jodhpur (Rajasthan)

We hereby authorize Mr.....

(designation) for signing/ self attestation/ uploading
all documents related to submission of bids for above work on our behalf.

The signature of Mr. below is attested by us.

Signature of Mr.....

Signature attested
(Bidder's signature)

For M/S.....

Stamp.

Date :



(Pre forma of Undertaking by authorized person of bidder taking full responsibility on behalf of bidder for submitting document's veracity)

(Bidders have to upload the scanned signed & stamp copy in BID-II)

UNDERTAKING

Name of work: - E-tender for Proposed Modernization including electrical work, Telephone & IT cabling, Fire sprinkler & alarm system, Air conditioning and Toilet Renovation work of Divisional office and P&GS at Jodhpur (Rajasthan)

We hereby confirm that all submitted documents are self attested by me on behalf of the applicant M/S

I further undertake full responsibility on behalf of M/S
for submitting document's veracity for submission of bids for above work.

(Authorized Signatory)

For M/S.....

Stamp :

Date :

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 respects, following these instructions for filling and uploading of Enrolment Form.

1. All particulars required as per the form and Annexure shall be filled in completely, strictly as per the format.
 2. The forms not submitted 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.
 4. Latest Solvency Certificate from any Nationalized/Scheduled Bank of an amount of **Rs. 114.50 Lakh** as mentioned in the pre-qualification tender notice should be submitted along with BID DOCUMENT NO. I.
 5. The Contractors are advised to follow the instructions given below :
 - (a) Enrolment Form shall be downloaded from the e-tendering portal and filled in legibly or typed and uploaded in the portal along with the supporting documents.
 - (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 CA's certificate or P&L statement, 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 accept / reject the PQ BID of the applicant without assigning any reason whatsoever.
- Encl: Enrolment Form with Annexure A1, A2 and B to G. (excluding C)



Chief Engineer's Office, New Delhi

DO & P&GS-JODHPUR MODERNIZATION

**LIFE INSURANCE CORPORATION OF INDIA
ENGINEERING DEPARTMENT
NORTHERN ZONE, NEW DELHI**

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		:	
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.			
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 construction 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. / Organization		
12	i) Annual Turn Over for last three years (enclose documentary evidence or proof to support figures). The Bank Statement for last 12 months shall be uploaded.	YEAR	Rs. in Lakh
		i	2016-17
		ii	2017-18
		iii	2018-19
	ii) What evidence of proof is uploaded to support the amounts of yearly turnover		
	iii) Certified copies of P & L statement showing Turnover is to be submitted/uploaded.		
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 (Enclose cancelled leaf of cheque) All payments/refund of EMD shall be made to this account.	Name of Bank :	
		Account No.	
		IFSC Code :	
	iii) Upload solvency certificate indicating amount (The certificate should not be more than 3 months old).		
	iv) Bank Guarantee limit with Various banks	i) Rs. _____ Lakhs with _____	
		ii) Rs. _____ Lakhs with _____	

		iii)	Rs. _____ Lakhs with _____
			TOTAL
	EMD is remitted in the form of Bank Guarantee		Yes/No
	If Yes, Please provide the details of the Bank		
	Name and Address of the Bank :		
	Phone Numbers		
	E Mail Id of the Bank		
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 water supply, sanitary and plumbing installations (Please provide details of sub contractor)		Own staff/sub contractors
	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	Any other information the applicant might like to give		

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 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 black list 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.

SIGNATURE OF CONTRACTOR

DATE:

PLACE:



Chief Engineer's Office, New Delhi

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ANNEXURE – A1

AFFIDAVIT

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

Is/o ageyears,
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 its 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.**



Chief Engineer's Office, New Delhi

DO & P&GS-JODHPUR MODERNIZATION

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	As Empley e	As contract or	
1	2	3	4	5	6	7	8

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

PERFORMANCE REPORT OF WORKS REFERED IN PRE-QUALIFICATION BID.

1. Name of work/project & location

2. Agreement no.

3. Estimated cost.

4. Tendered cost

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:.....days/months.

(b) Extended period with imposition of penalty:.....days/months.

8. Performance Report.

I	Contractor's site organization.	(a) Well organized, (b) Adequate (c) Poorly organized
II	Quality of materials with reference to specifications.	(a) Good, (b) satisfactory, (b) Poor
III	Workmanship & supervision	(a) Good, (b) satisfactory, (c) Poor
IV	Attitude towards settlement of disputes & differences	(a) Cooperative (b) Non cooperative
V	Labour relations & facilities.	(a) Good, (b) satisfactory, Poor
VI	Safety records Were there any accidents/structural collapse at sit If Yes, state whether due to	i) Yes, ii) NO I) Negligence II) Improper work III) Reason beyond control.

Any Remark:..

Executive Engineer or Equivalent.



Chief Engineer's Office, New Delhi

DO & P&GS-JODHPUR MODERNIZATION
ANNEXURE – B

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 enclose d	Year to year	Class or Categor y	Limit (Rs. in Lakhs)	Is copy of letter enclose d
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

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 Lakhs)	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	Ref. No. & Date	Contract Amount (Rs. in Lakhs)	Is copy enclosed				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	*(8)	(9)	(10)	(11)

SIGNATURE OF CONTRACTOR

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 Lakhs)	Is copy enclosed			
(1)	(2)	(3)	(4)	(5)	*(6)	(7)	(8)	(9)	(10)

* **For** works on hand, please submit certificate from employer with details of value of work completed, value of balance work.

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

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

ANNEXURE – G

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.	P & L Statements showing Turnover		
6.	Solvency Certificate		
7.	Certificate of Bank Guarantee		
8.	Immovable Property Certificate		
9.	Movable Property reference		
10.	(☐) Annexure 'C' (as supplied)	(Particulars of shuttering tools/ plant)	
11.	(☐) Annexure 'D' (as supplied)	(List of major works completed during last 7 years)	
12.	(☐) Annexure 'E' (as supplied)	(List of work in hand)	
13.	(☐) Copies of work orders		
14.	(☐) Annexure 'F' (as supplied)	(Particulars of permanent technical staff)	
15.	Bidding Capacity (Notarized)		
16.	Cancelled cheque leaf		

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

PRE CONTRACT INTEGRITY PACT**General:**

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on..... day of the month of2019. , between, on one hand, the Life Insurance Corporation of India (hereinafter referred to as "LIC") a statutory Corporation established under section 3 of Life Insurance Corporation Act 1956 (XXXI of 1956) and having its corporate office at "Yogakshema" Jeevan Bima Marg Mumbai 400021. (here in after called the "BUYER" which expression shall mean and include, unless the context otherwise requires, his successors in office assigns) of the First part. And M/srepresented by Shri..... .(Hereinafter called the "BIDDER /SELLER/SERVICE PROVIDER" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second part.

WHEREAS the BUYER proposes to procure (*Name of the Stores/ Equipment/Item/Service*) and the BIDDER/Seller/Service Provider is willing to offer/has offered the stores/services and

WHEREAS the BIDDER/Seller/Service Provider is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is performing its function under the LIC Act 1956.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

Enabling the BUYER to obtain the desired said stores/ equipment/ item/service at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS/Sellers/Service Providers to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:-

1.Commitments of the BUYER

1.1 The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either themselves or for any person, organisation or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting on implementation process related to the contract.

1.2 The BUYER will, during the pre-contract stage/evaluation stage, treat all BIDDERS alike and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.

1.3 All the officials of the BUYER will report to the “**Chief Vigilance Officer**” of the Buyer any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a

case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

Commitments of BIDDERS

3. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-

- 3.1** The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.
- 3.2** The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract of any other contract with the government for showing or forbearing to show favour or disfavor to any person in relation to the contract of any other contract with the Government.
- 3.3** Foreign BIDDERS shall disclose the name and address of their Indian agents and representatives in India, and Indian BIDDERS shall disclose their foreign BUYERS or associates.
- 3.4** BIDDERS shall disclose the payments to be made by them to their agents/brokers or any other intermediary, in connection with this bid/contract.

- 3.5** The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/ integrator/authorized agent of the stores/equipment/items and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.
- 3.6** The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries, including officials of the BUYER or their family members, if any, in connection with the contract and the details of services agreed upon for such payments.
- 3.7** The Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
- 3.8** The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.
- 3.9** The BIDDER/Contractor will not commit any offence under the relevant India Penal Code (IPC) /Prevention of corruption (PC) act. Further, the bidder will not use improperly, for purposes of competition or personal gain, pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

3.10 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

3.11 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

3.12 If the Bidder or any of the key personnel of the bidder, actively involved in the project is a relative of any of the actively involved personnel of the Buyer, the same should be disclosed.

The term 'relative' for this purpose would be as defined in section 2(77) of the Companies Act, 2013.

3.13 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee or the BUYER.

3.14 The Bidder(s) /Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

4. Previous Transgression

4.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify; BIDDER's exclusion from the tender process.

4.2 The BIDDER agrees that if it makes an incorrect statement on this subject, or committed a transgression through a violation of any of the clauses of the commitments of bidder, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

5. Sanctions for Violations:

5.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the

knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:-

- (i) To immediately call off the pre contract negotiations without assigning any reason or giving any; compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- (ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/ Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.
- (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- (iv) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
- (v) To cancel all or any other contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/recession and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- (vi) To debar the BIDDER from participating in the future bidding processes of LIC for a minimum period of five years which any be further extended at the discretion of the BUYER.
- (vii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
- (viii) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this pact.

5.2 The BUYER will be entitled to take all or any of the actions mentioned at para 5.1(i) to (viii) of this pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in chapter IX of

the Indian Penal Code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

- 5.3** The decision of the BUYER to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes this Pact.

6. Independent Monitors:

- 6.1** The BUYER has appointed (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission.

Name, address ,email of the Monitor(s):

- * Shri Kata Chandrahas IRS (Retd.) G-1, Reliance Homes, 8-2-547/R Road No. 7, Banjara Hills, Hyderabad – 560034, Email: kchandrahas@yahoo.com, Mobile – 8008449678
- * Shri G V Krishna Rau Ex. Adl. Chief secretary & Ex-Development commissioner to Govt. Of Karnataka, Villa no. 116. The retreat, Tharabanhalli, Chikkajala Post, Bangalore – 562157, Email – gvkrishnarau@gmail.com, Mobile no. 9880240080

- 6.2** The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- 6.3** The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently. It will be obligatory for him to treat the information & documents of the Bidder as confidential.
- 6.4** Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.
- 6.5** As soon as the Monitor notices, or has reason to believe, a violation of this pact, he will so inform the **Executive Director (E&OS), LIC.**
- 6.6** The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that

provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, LICI and recues himself / herself from that case.

6.7 The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

6.8 The Monitor will submit a written report to the **Chairman, LIC** within 8 to 10 weeks from the date of reference or intimation to him by the BUYER /BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

6.9 If the Monitor has reported to the Chairman, LIC, a substantiated suspicion of an offence under relevant IPC/ PC Act, and the Chairman LICI has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

7. Facilitation of Investigation:

In case of any allegation of violation of any provisions of this pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER. The BIDDER shall provide necessary information and documents in English and shall extend all possible help of the purpose of such examination/inspection.

8. Law and Place of Jurisdiction:

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER.

9. Other Legal Actions:

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extent law in force relating to any civil or criminal proceedings.

If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

Changes and supplements as well as termination notices need to be made in writing.

10. Validity:

10.1 The validity of this Integrity Pact shall be from date of its signing and extend upto 12 months after the last payment under the contract. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

10.2 Should one or several provisions of this Pact turn out to be invalid; the remainder of this pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

11. The parties hereby sign this Integrity Pact at.....on.....

BUYER

BIDDER

Name of the Officer:

CEO:

Designation

Deptt./

Witness

1.....

1.....

2.....

2.....