



OFFICE OF THE CHIEF ENGINEER,
L.I.C. OF INDIA, NORTHERN ZONAL OFFICE,
2nd FLOOR, "JEEVAN PRAKASH BUILDING",
25, K.G. Marg, NEW DELHI – 110 001
PHONE: 011- 28844171/ 28844170
E-mail: nz_enggtender@licindia.com

BID - II

PREQUALIFICATION BID

NAME OF WORK : E-TENDER FOR PROPOSED CONSTRUCTION OF INVESTMENT BUILDING AND ALL RELATED SERVICES & OTHER ANCILLARY WORKS AT OLD DISTRICT COURT ROAD, LUDHIANA (PUNJAB).

Scope of work : Main Builder's work including Plumbing & Sanitary Installation, Internal & External Electrical works, External Development Works including Drainage, Water Supply, Rain Water Harvesting System, STP & WTP, Bore Well & Pumps etc., Fire Fighting & Fire Alarm work, Electrical Sub Station & Transformer, Lifts & Escalator, HVAC System, BMS System, CCTV, Rooftop Solar Power Plant and Other ancillary services/works etc.



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PRESS ADVERTISEMENT



Life Insurance Corporation of India
Engg. Deptt., Northern Zonal Office, "Jeevan Prakash",
2nd floor, 25 K.G. Marg, New Delhi - 110001,
E-mail : nz_enggtender@licindia.com
Phone :011-28844180/28844171
Website : www.licindia.in/tenders

COMPETITIVE BIDDING FOR PROPOSED CONSTRUCTION OF INVESTMENT BUILDING (3 BASEMENTS + GROUND + 10 FLOORS) AT LUDHIANA

Life Insurance Corporation of India invites e-bids through website <http://www.tenderwizard.com/LIC> from eligible bidders for the following work as per the details given below :

Bid document no.	LIC/NZ/ENGG/207 Dt. 07.02.2021
Name of Work	Proposed construction of Investment Building (3 Basements + Ground + 10 Floors) at old District Court Road, Ludhiana
Description of work	Main Builder's works including Plumbing & Sanitary Installation, Int. & Ext. Electrical works, Ext. Development Works incl. Drainage, Water Supply, Rain Water Harvesting System, STP, WTP, Bore Well & Pumps etc., Fire Fighting & Fire Alarm work, Electrical Sub Station & Transformer, Lifts & Escalator, HVAC, BMS System, CCTV, Rooftop Solar Power Plant and Other ancillary services/works etc.
Estimated Cost	Rs. 166.61 Crore (Approx.)
Sale period (Downloading)	08.02.2021 to 08.03.2021 upto 17.00 Hrs (IST)
Pre-bid Meeting	22.02.2021 at 11:30 Hrs, at Ludhiana
Bid submission closing date & time	09.03.2021 upto 15:00 Hrs (IST)
Contact person(s) e-mail	nz_enggtender@licindia.com

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

Date : 07.02.2021

Chief Engineer

PRE-QUALIFICATION TENDER NOTICE

Life Insurance corporation of India intends to invite Percentage Rate e-Tender for “Proposed construction of Investment building and all related services & other ancillary works at old District Court Road Ludhiana (Punjab)”, which includes Main Builder’s work including Plumbing & Sanitary Installation, Internal & External Electrical works, External Development Works including Drainage, Water Supply, Rain Water Harvesting System, STP & WTP, Bore Well & Pumps etc., Fire Fighting & Fire Alarm work, Electrical Sub Station & Transformer, Lifts & Escalator, HVAC System, BMS System, CCTV, Rooftop Solar Power Plant and Other ancillary services/works etc.

The Eligibility Criteria for pre-qualification and provisional selection of bidders are as detailed below:-

Sl. No.	Description	Requisite Value / Eligibility Criteria for Pre-qualification
1	Estimated cost of the work :	Rs. 16661 Lakh
2	Completion period in month :	27 Months
3	Average Annual Turnover for construction work over a period of last 5 years ending on 31.03.2020 shall not be less than:	Rs. 8331.00 Lakh
4 (a)	Minimum bank solvency* (in the form of single bank solvency not more than six months old prior to last date of submission of Bid) : *Solvency Certificate : The solvency certificate to be obtained from scheduled commercial (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).	Rs. 6664.00 Lakh
4 (b)	Profitability	Should not have incurred any loss (profit after tax should be positive) in more than two years during the immediate last five consecutive years ending 31st March, 2020.

Sl. No.	Description	Requisite Value / Eligibility Criteria for Pre-qualification
5	Qualifying value of work completed during last 7 (seven) years ending previous day of last date of submission of Bid :	
5A	Three similar** completed works costing not less than the amount equal to :	Rs. 6664.00 Lakh
	OR	
5B	Two similar** completed works costing not less than the amount equal to :	Rs. 8331.00 Lakh
	OR	
5C	One similar** completed work costing not less than the amount equal to :	Rs. 13328.00 Lakh
5D	**Similar Nature of work (For arriving at value, work executed shall be brought to current costing level by enhancing the actual value of work at a simple rate of 7% per annum from the date of completion to the date of submission of Bid).	**Similar Nature of work means Office Building/ Shopping Complex building/ Commercial Building/ Institutional Building/ Residential Building/ Hospital Building, all above building with basement and in RCC framed structure including water supply, sanitary installations and Internal Electrical Installation.

Sl. No.	Description	Requisite Value / Eligibility Criteria for Pre-qualification														
5E	Additional Qualification criteria with respect to E&M Services viz HVAC, Fire Alarm, Fire Fighting System, HT & Electrical Sub Station including External Lighting, Lift & Escalators and External Glass/ Metal Cladding:	The Contractor should have carried out individually or combined all E&M Services of minimum value as mentioned below in any of the building completed in Govt / Semi Govt or Pvt during last 7 years ending previous day of last date of submission of Bid. <table><tr><th>Component of E&M Services</th><th>Minimum Value approximately 50% of each subhead of summary sheet of tender (Rs.)</th></tr><tr><td>HVAC</td><td>6.45 crores</td></tr><tr><td>External Glass / Metal Cladding</td><td>2.82 crores</td></tr><tr><td>Fire Alarm & PA System</td><td>1.15 Crores</td></tr><tr><td>Fire Fighting System</td><td>2.30 crores</td></tr><tr><td>HT & Electrical Sub-station including external lighting</td><td>2.23 crores</td></tr><tr><td>Lifts & Escalators</td><td>1.94 crores</td></tr></table> Bidders shall submit the abstract of cost of the work duly certified by concern authority in respect of above. (For arriving at value, work executed of above Sub heads shall be brought to current costing level by enhancing the actual value of work at a simple rate of 7% per annum from the date of completion to the last date of submission of bid).	Component of E&M Services	Minimum Value approximately 50% of each subhead of summary sheet of tender (Rs.)	HVAC	6.45 crores	External Glass / Metal Cladding	2.82 crores	Fire Alarm & PA System	1.15 Crores	Fire Fighting System	2.30 crores	HT & Electrical Sub-station including external lighting	2.23 crores	Lifts & Escalators	1.94 crores
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Fire Alarm & PA System	1.15 Crores															
Fire Fighting System	2.30 crores															
HT & Electrical Sub-station including external lighting	2.23 crores															
Lifts & Escalators	1.94 crores															
6	Height of Building Criteria : Note : The height of proposed building is 43.20 Mtrs (3 Basement and Ground + 10 Floors)	Minimum One RCC framed structure building or RCC framed structure work of one building completed in Govt/Semi Govt or Pvt having 09 (Nine) floors. Individual Basement will also be considered as one floor. (By not considering Lift room Mumty) Note: Residential/ Commercial/ Shopping Complex/ Institutional/ Hospital Building shall be considered to fulfill criteria of height of <u>completed</u> building. Building shall have RCC framed structure.														

Sl. No.	Description	Requisite Value / Eligibility Criteria for Pre-qualification
7	Unauthorized Time Over Run of the qualified work (s):	There will not be unauthorized time over run of the qualified Work(s) mentioned in Sl. No. 5A, 5B & 5C executed by the bidder and submitted in the bid documents beyond 25% of time period stipulated in the contract agreement and authorized extended time period duly approved by client. Note: Performance/Completion Certificate issued by the client should clearly mentioned above.
8	Disqualification :	Even if and Applicant meets the pre-Qualification criteria, he shall be subject to dis-qualification: if he or anyone of the constituent partner is found to have : I. Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements and/ or II. Records of poor performance during the last Five years, as on the last date of submission of Bid, such as abandoning the work, rescission of the contract for reasons which are attributable to non-performance of the contractor, inordinate delays in completion, consistent history of litigation resulting in awards against the contractor or any of the constituents, or financial failure due to bankruptcy and so on. III. On account of currency of debarment by any Government Agency.
9	Joint Venture	Joint ventures applicants will not be considered
10	Verification of Works	At least one of the qualifying works as mentioned in Sl. No. 5 & 6 should be verifiable.

Sl. No.	Description	Requisite Value / Eligibility Criteria for Pre-qualification
11	Work Executed by Bidder in Private Sector	In case the qualifying works executed by bidder in private sector, he should submit the completion certificate supported with copies of Letter of Award, Agreement, copies of corresponding Form 26 AS, Form 16 A of relevant period and copy of paid final bill for verification of amount of work done duly certified by Chartered Accountant. Value of the work will be considered equivalent to the amount of TDS Certificates. The agency shall submit TDS details as per statement attached.
12	Certificate of Subsidiary / Group Companies	Any company/firm while submitting tender can use the work experience of its subsidiary company to the extent of its ownership in the subsidiary company. However, the companies/firms which intend to get qualified on the basis of experience of the parental company/group company/ Own not be considered. In acquisition of other companies/firms, past experience and other antecedents of the merged/ acquired companies/firms will be considered for qualification of such Company/firm provided such Company/firm continues to own the requisite assets and resources of the merged/ acquired companies/firms relevant to the claimed experience.
Note :	(1) For value of qualifying value of work completed by bidder, amount of Service Tax and GST on works contract shall not be considered.	
	(2) All the participating bidders must have valid GST registration certificate of Punjab State at the time of submission of the Bid. In the eventuality of not having valid GST registration certificate with the Punjab State, where implementing work contracts, the successful bidder will be required to obtain GST registration certificate of Punjab 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.	

TDS DETAILS FOR PRIVATE SECTOR PROJECTS(REFER SL.NO 11 ABOVE FOR WORKS EXECUTED BY BIDDER IN PRIVATE SECTOR .

S.NO	Name of the work	Name of the client/s	Project cost in lakhs	No and Date of completion certificate	Date & No. of the completion certificate	Cost of the work on completion in lakhs	Payments received as per TDS in Lakhs	TDS Corresponding to the payments	Year wise TDS as per Form – 26AS/Form 16A relating to the work
1									
2									
3									

Note : Value of work done will be considered commensurate with value of TDS Certificates.

In case of multiple contracts undertaken from the Client, details of TDS/Form – 26 AS for each work mentioned above need to be segregated and given separately.

This form need to be supported with Form – 26AS taken in HTML format or Form – 16A.

Signature of Chartered Accountant
With stamp and Membership Number

Signature of the Bidder with seal

The Tender Documents consist of BID I (Tender Processing Fees and EMD), BID II (Prequalification bid), Bid III (Part I- condition of contract and Part II – special condition & financial bid). **The Tenderer shall go through the Bid-I, Bid-II and Bid-III (Part I & Part II) of the tender before submitting the Tender.**

Contractor has to submit the Tender as under:

BID – I: Big Sealed envelope consisting of two separate sealed envelope as per following and to be submitted to our office (Physical Submission) only on the date and time as mentioned in key dates:

1. Tender Fee of Rs.10000/- + GST of Rs. 1800/- = Total amounting to Rs. 11,800/- (non-refundable) through NEFT/RTGS only – **Proof of remittance i.e. UTR no. to be submitted.**
2. Earnest Money Deposit of **Rs 167 lakh (Rupees One hundred sixty seven Lakh only)** in the form of Single Bank Guarantee (BG) only 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. In case the BG submitted by the contractor is not genuine, the contractor will be barred from participating in the tender of the Corporation for 5 years and the information will be shared with other Government Organizations including Banks & other financial institutions and to their previous/present employers etc.

BID – II: Prequalification Bid (Enrolment Form with Annexure) : The Tenderer shall upload the duly filled in and signed scanned copy of the Pre Qualification Bid form along with supporting documents/ attachments and Statement of Accounts duly certified by a Chartered Accountant with Registration number, etc. All documents shall be self-attested by authorized person of bidder with an undertaking that full responsibility is taken by him/ her on behalf of the bidder for veracity of submitted documents.

The scanned copy of the Proof of remittance i.e. UTR no. towards Tender Processing Fees and GST on Tender processing fees and B.G. of EMD shall be uploaded in BID I.

BID – III (Part I & Part II):. 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**.

Note:

- (a) The bidders shall be provisionally selected for opening of financial bid only after satisfactory verification of the genuineness of the Bank Solvency, Bank Guarantee, and submitted documents as the proof of Credentials. Any bidder applied and fulfilling the selection criteria may not be considered for provisionally selection for opening of financial bid if unsatisfactory performance report/s from their previous employer/s and/or unsatisfactory inspection / verification report/s by LIC Engineers is/are received for the completed projects. The credentials of works executed under Joint-Ventures system and applications from Joint Venture agencies shall not be accepted.
- (b) The Chief Engineer reserve the right to not open Financial bid of Tender or any/ all the Applicants at his sole discretion without assigning any reason whatsoever.

Only contractors who have carried out similar nature of Works and fulfilling above criteria shall participate in the e-tendering process.

Date: 08.02.2021

CHIEF ENGINEER

System Tender No. LIC/NZ/ENGG/207

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 Processing Fee
1.	e-Tender for "Proposed construction of Investment building and all related services & other ancillary works at old District Court Road Ludhiana (Punjab)"	Rs.16661 Lakh (As per NIT)	Rs 167 Lakh	Rs. 10,000.00 + GST @ 18 % = Total amounting to Rs. 11,800.00

2. Possession of Digital Signature Certificate (DSC) and registration of the contractors on the portal i.e. <http://www.tenderwizard.com/LIC> is a prerequisite for e-Tendering.

For Registration and for further details on e-tendering, please visit website 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

The Bank Account Details for NEFT/RTGS Transactions for remittance of Tender Processing Fees & GST on Tender Processing Fees:

Name of Account Holder	Life Insurance Corporation of India
Name of Bank	CORPORATION BANK
15 Digit Account No.	510101002947780
IFSC code	CORP0002099
Bank Branch Code	2099

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

Key Dates

Sr. No.	Stage	Start Date & Time	Expiry Date & Time
1	Downloading of Tender Documents	08.02.2021 10.01 Hrs.	08.03.2021 17.00 Hrs.
2	Pre Bid Discussions at LIC, DO Ludhiana	22.02.2021 11.30 hours	
3	Deposit of Tender Processing Fees and GST on Tender Processing Fees (Tender Processing Fees and GST on Tender Processing Fees in the form of NEFT/ RTGS only)	08.02.2021 10.01 Hrs	09.03.2021 up to 15.00 Hrs.
4	EMD in the form of BG only: <u>BG of EMD shall be uploaded (no physical submission) at the time of submission of bids.</u>	08.02.2021 10.01 Hrs	09.03.2021 up to 15.00 Hrs.
5	Online submission of tender BID I, BID II & BID III (Part I and Part II)	08.02.2021 10.01 Hrs	09.03.2021 up to 15.00 Hrs.
6	Opening of BID- I & BID- II	The BID-I & BID-II will be opened on 10.03.2021 at 12.30 Hrs onwards after the verification of Tender Processing Fees & EMD. Extension for opening of bids, if any, will be uploaded on e-tender website only.	
7	Physical submission of original BG in lieu of EMD and Proof of remittance i.e. UTR No. of NEFT/RTGS payment towards Tender Processing Fees and GST on Tender Processing Fees	Bidders shall submit BG in lieu of EMD in physical form <u>only on 10.03.2021</u> before 12:30 Hrs.	
8	Opening of BID-III (Financial Bid)	Shall be intimated to eligible bidders only at a later date.	
9	Venue of the Pre-Bid meeting	Conference Hall, 1 st Floor, Jeevan Prakash Building, Divisional Office, Urban Estate Phase – 1, Dugri, Ludhiana – 141 013	
10	Uploading of minutes of Pre-bid meeting and reply of pre-bid queries	Up to 01.03.2020 – 17:00 Hrs.	
11	Last date for submission of genuine pre-bid queries at email: nz_enggtender@licindia.com	Up to 20.02.2021 – 15:00 Hrs.	

NOTE:

Proof of remittance i.e. UTR No. of NEFT/RTGS payment towards Tender Processing Fees and GST on Tender Processing Fees & Original Bank Guarantee towards EMD should be submitted in two separate sealed envelope sealed in a single big envelope only on 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 Venue of the Pre-Bid meeting : Conference Hall, LIC Divisional Office Building, Jeevan Prakash Building, Urban Estate, Phase-1, Dugri, Ludhiana, Punjab

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 and Proof of remittance i.e. UTR No. of NEFT/RTGS payment towards EMD and Tender processing Fees respectively to be submitted (Physically only on 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 accompanying the tender will be accepted only in the form Bank Guarantee (BG) 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.
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 a Punjab State at the time of submission of the Bid. In the eventuality of not having valid GST registration certificate with the Punjab State, where implementing work contracts, the successful bidder will be required to obtain GST registration certificate of Punjab 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 6 months from Last date fixed for the submission 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.
- 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 :**

(1) Lokesh H R, Mobile No. 8040482100,

e-mail : licetenderhelpdesk@gmail.com

(2) Raghuprashanth B G, Mobile No. 8040482100
licetenderhelpdesk@gmail.com

(3) 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.
- 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 in the form of Bank Guarantee (BG) 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 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 only on 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 Processing Fees and GST on Tender Processing Fees:**
- PAY ONLINE / NEFT/ RTGS mode directly crediting to LIC account. Please mention the UTR No. in the Pre Qualification Bid. A scanned copy of proof of remittance i.e. **UTR No.** against **Tender Processing Fees and GST on Tender Processing Fees** should be uploaded mandatory while Bid Preparation stage (as per the Key Dates mentioned in eTender and Tender document) and **also proof of remittance i.e. UTR No. against Tender Processing Fees and GST on Tender Processing Fees** 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 only on the due date mentioned in Key Dates of respective eTender, otherwise your Financial bid will not be opened.
- If the tenders are cancelled or recalled on any grounds, the tender processing 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 proof of remittance i.e. UTR no. of NEFT/RTGS for Tender Processing 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.

- **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 of Rs.10000/- plus GST as applicable (non-refundable) in the form of NEFT/RTGS only.
- b. Earnest Money Deposit of **Rs 167.00 lakhs (Rupees One hundred sixty seven lakh only)** in the form of Bank Guarantee (BG) only 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.

Please mention the UTR No. in the Pre-Qualification Bid for online payment of tender processing fees & GST on tender processing fees. 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-qualification): .This bid will be online filled in enrolment form with credentials of contractors including copies of payment of Tender fee of Rs.10,000/- plus GST as applicable (Rupees Ten Thousand only plus GST as applicable) and EMD of **Rs 167.00 lakhs (Rupees One hundred sixty seven lakh 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 six months prior to last date of submission of bid**), copy of work/ works executed, Completion Certificates, filled in enrolment form to be uploaded online. All required scanned documents duly self attested only to be uploaded online.

3 BID III (Part-I and Part-II) : The Bid III consists of Part I , part II and 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 minimum period of 3 months from the last date of submission of Tender.

Note:

1. The EMD in the form of Bank Guarantee of the contractors who do not qualify in Prequalification Bid will be released without opening their Financial bid.

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 Annexure 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 Certificate from any Nationalized/Scheduled Bank of an amount of Rs. 6664 Lakh as mentioned in the pre-qualification tender notice should be uploaded submitted along with **BID - II**.
5. The Contractors are advised to follow the instructions given below :
 - (a) **Enrolment Form shall be filled neatly preferably in capital letters and scanned copy of the same is to be uploaded in e-tendering portal.**
 - (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. Signed and stamped copy of pre Contract Integrity Pact as per proforma available in the bid document.
8. Please note that the submission of Pre-qualification BID does not confer any right to claim for selection for further tendering process.

9. Chief Engineer reserves the right to reject the Prequalification BID of the applicant without assigning any reason whatsoever.
10. All the participating bidders must have valid GST registration certificate of Punjab State at the time of submission of the Bid. In the eventuality of not having valid GST registration certificate with the Punjab State, where implementing work contracts, the successful bidder will be required to obtain GST registration certificate of Punjab 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.

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

CHIEF ENGINEER

FORM FOR ENROLMENT OF CONTRACTORS

Name of project: PROPOSED CONSTRUCTION INVESTMENT BUILDING AND ALL RELATED SERVICES & OTHER ANCILLARY WORKS AT OLD DISTRICT COURT ROAD, LUDHIANA (PUNJAB)

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

I / We _____ am / are desirous of carrying out the above mentioned work and hereby apply for the same.

SI.No	QUERY		ANSWER
1	Name of the firm	:	
2	Address:		
3	Local Address:		
4	PAN No (Copy to be enclosed)		
	GST No. (Copy to be enclosed)		
5	Contact Details Office Phone No. Residence Phone No. Mobile No. Fax No. Email		

6	Telegraphic Address, if any			
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 enclosed).			
9	Particulars of sister construction firms, if any			
10	i) What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.			
	ii) Enclose copy of partnership deed, Articles of Association or Affidavit in case of sole proprietorship as per Annexure A-1 .			
	iii) Fill-in enclosed Annexure A-2 .			
11	Fill and enclose Annexure B giving details of enrolment with LIC of India in the past and with other organizations.			
12	Has the applicant or his partners or Directors been black listed in the past by any Central or State Govt. Deptt. / Organization.			
13	Annual value of the construction works like civil/Electrical / MEP and certified by the chartered Accountant carried out in any of the year over a period of 5-7 years ending 31 st March		YEAR	Rs. in Lakh
		i	2013-2014	
		ii	2014-2015	
		iii	2015-2016	

	2019 (enclose documentary evidence or proof to support figures duly certified by Chartered Accountant with membership no. & Audited Balance Sheets, and / or Financial statements. Relevant financial details from 26 AS Form and 16A Form for the relevant period)	iv	2016-2017	
		v	2017-2018	
		vi	2018-2019	
		vii	2019-2020	
	ii) What evidence of proof is enclosed to support the amounts of yearly turnover			
	iv) Enclose statement of Accounts of last 7 years as mentioned above duly certified by the Chartered Accountant.			
14	i) Name and complete postal address of bankers			
	ii) NEFT and Bank Account Details (Photocopy of cancelled cheque should be attach):		Name of Bank:	
			Account No:	
			IFSC Code:	
	iii) Enclose solvency certificate indicating amount. (The certificate should not be more than 6 months old prior to last date of submission of bid). Please provide following details about solvency certificate a) Complete address of the Bank who has issued solvency certificate: b)Telephone No. of the Bank			

	connecting Branch Head: c)E-mail ID of the Bank:		
	iv) Bank Guarantee limit with Various banks.	i) Rs.....Lac with..... ii) Rs.....Lac with..... iii)Rs.....Lac with	
	v) Enclose Bank Statement for last 12 (twelve) months prior to date of submission of tender.		
15	i) Enclose list of immovable properties with complete postal addresses, full description & reasonable market value of property duly supported by certificate of D.M./Collector/First Class Magistrate/ approved valuer.		
	ii) Whose supporting certificate is enclosed	Rs. _____ of _____ Date _____	
16	i) Particulars of movable properties along with Banker's reference		
	Value of tools & plants	Rs.	
	Other Assets	Rs.	
	Total	Rs.	
	ii) Whose reference is enclosed?		
17	Fill in and enclose list of tools as per Annexure-C enclosed.		
18	Fill in & enclose Annexure-D & G 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.		
19	Work in Progress:		
	i) Whether full details of major work on hand given in Annexure-‘E’		
	ii) Are copies of work orders for such large works enclosed		
20	Whether full information regarding permanent technical staff employed given in Annexure ‘F’		
21	i) How do you normally carry out works of water supply, sanitary and plumbing installations		
	ii) Who is the license holder and what his experience of this work is.		
22	i) How do you normally get work of Electrical installations carried out		
	ii) Who is the license holder & what is his experience		
23	Any other information the applicant might like to give		

DECLARATION

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

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

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

PLACE :

DATE :

SIGNATURE OF CONTRACTOR

ANNEXURE – A1

A F F I D A V I T

(On Non Judicial Stamp paper of appropriate amount in case the individual who is the sole proprietor of the firm)

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

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

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

Hence this affidavit.

Deponent _____

Note: This Affidavit shall be notarized.

ANNEXURE A2

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

DETAILS OF CONSTITUTENTS

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

SIGNATURE OF CONTRACTOR

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

S.No.	Name of works for Which enrolled by L.I.C. in the past
1	
2	
3	

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

ANNEXURE-C

PARTICULARS OF SHUTTERING TOOLS AND PLANT

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

SIGNATURE OF CONTRACTOR

ANNEXURE – D

LIST OF MAJOR WORKS COMPLETED DURING LAST SEVEN YEARS

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

Sr.	Name and Complete Postal Address			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	Height of the building in completed work
	Site of Work & Nature of Work	Owner	Authority under whom work was carried	Ref. No. & Date	Contract Amount (Rs. in Lac) &	Is copy enclosed					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

BIDDER

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ANNEXURE – E

LIST OF WORK IN HAND

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

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

BIDDER

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ANNEXURE – G

PERFORMANCE REPORT OF WORKS REFERRED IN PRE-QUALIFICATION BID

1	Name of work/ Project & location :	
	Detailed scope of work :	
	No. of Floors in Building :	Basement + Ground / Stilt +upper floors
	Height of the building in Meters :	 Meters
2	Agreement no. :	
3	Estimated Cost Rs. :	
4	Tendered Cost Rs. :	
5	Date of start :	
6 (i)	Date of completion as stipulated in agreement :	
6 (ii)	Actual date of completion :	
7	Period of delay beyond stipulated date of completion , if any	
	(a) Extended period without imposition of Penalty :	 Days/ Month
	(b) Extended period with imposition of Penalty :	 Days/ Month
8	Performance Report	(Please tick the appropriate comment)
I)	Contractor's Site organization :	(a) Well organised , (b) Adequate (c) Poorly organized
II)	Quality of materials with reference to specifications :	(a) Good , (b) Satisfactory (c) Poor
III)	Workmanship and Supervision :	(a) Good , (b) Satisfactory (c) Poor
IV)	Labour Relations and facilities :	(a) Good , (b) Satisfactory (c) Poor
V)	Attitude towards settlement of disputes and differences :	(a) Co-operative, (b) Non Co-operative
VI)	Safety record :	
	(a) Were there any accidental/ structural collapses at site :	i) Yes ii) No
	(b) If answer to (a) is Yes, state whether due to :	i) Negligence ii) Improper work iii) Reasons beyond control
9	Any other Remarks :	

Dated :

Executive Engineer or Equivalent
(Sign & Stamp)

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ANNEXURE – H

PRE-QUALIFICATION BID CHECKLIST

ENROLMENT CHECKLIST

Sr. No.	Description of Enclosure	Refer Item of form	Uploaded YES/NO
1.	Partnership deed / Articles of Association / Affidavit (•) (•) Annexure A-1	10 (ii)	
2.	Annexure (A-2) as supplied	10 (iii) (Particulars of Partners)	
3.	Annexure – B (as supplied)	11 (Particulars of enrolment in LIC and other Organization)	
4.	Proof of Turnover	13 (i)	
5.	Latest I.T.C.C.	13 (iii)	
6.	NEFT Details	14 (ii)	
7.	Solvency Certificate	14 (iii)	
8.	Certificate of Bank Guarantee	14(iv)	
9.	Bank Statement for last 12 months	14 (v)	
10.	Immovable Property certificate	15(ii)	
11	Movable Property certificate	16 (ii)	
12.	(•) Annexure 'C' (as supplied)	17 (Particulars of tools/ plant)	
13.	(•) Annexure 'D' (as supplied)	18 (List of major works completed during last 7 years)	
14.	(•) Annexure 'E' (as supplied)	19 (i) (List of work in hand)	
15.	(•) Copies of work order	19 (ii)	
16.	(•) Annexure 'F' (as supplied)	20 (Particulars of permanent technical staff)	

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17.	(·) Annexure G – Performance report of works referred.	As Enclosed.	
18	(·) Proforma for Pre Contract Integrity Pact.	As Enclosed.	

SIGNATURE OF THE CONTRACTOR

BIDDER

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 – 500034. Email : kchandrahas@yahoo.com. Mobile No : 8008449678

* Shri G V Krishna Raju, Ex-Addl. Chief Secretary & Development Commissioner to Govt. of Karnataka, Cilla 116, The Retreat, Tharabanahalli, 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, LIC 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 LIC 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

the Officer:

Deptt./

BIDDER

Name of

CEO:

Designation

Witness

1.....

1.....

2.....

2.....

(Note: Bidder/Seller/Service Provider
Stores/equipment/item/service
Bidding process/ bid evaluation/process of availing services

Appropriate word may be used where ever applicable without altering the purpose /desired intention of the clause.)

BIDDER

CHIEF ENGINEER

Pro forma of authorization for signing documents on behalf of bidder

TO WHOMSOEVER IT MAY CONCERN

Sub : Authority for signing bid documents on our behalf.

Name of work: - E-tender for proposed construction of Investment Building and all related services & other ancillary works at Ludhiana (Punjab)

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)

UNDERTAKING

Name of work: - E-tender for proposed construction of Investment Building and all related services & other ancillary works at Ludhiana (Punjab)

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 :