

LIFE INSURANCE CORPORATION OF INDIA

**ENGINEERING DEPARTMENT, SOUTH CENTRAL ZONAL OFFICE,
HYDERABAD**

BID - I

(EMD & TENDER PROCESSING FEES)

Tender No: SCZO/ENGG/2023-24/15

Name of the work: e-Tender for Appointment of Project Management Consultant for the Proposed Construction of Investment Building and Letting-out of the Constructed New Building at Kasturinagar, Bengaluru (Karnataka).



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PROCESS FOR SUBMISSION OF TENDER FEES & EMD

BID- I : Big Sealed envelope consisting of two separate sealed envelopes as per following : -

(A) Non-refundable Tender Fees : Process for remittance

Tender Fee of **Rs. 2,000/- + Rs. 360/- towards 18 % GST = Total Rs. 2360/- (Rupees Two thousand three hundred sixty only)** Online payment to be remitted to the bank account of LIC of India, SCZO, Hyderabad through NEFT/RTGS in this Bid. The proof of remittance (UTR No.) of above remittance shall be uploaded in BID – I of E-tender.

(OR)

Tender Fee of **Rs. 2,000/- + Rs. 360/- towards 18 % GST = Total Rs. 2360/- (Rupees Two thousand three hundred sixty only)** can also be deposited in cash in any of the Corporation's designated offices and a miscellaneous receipt (M.R.) obtained for the same. The proof of remittance (M.R) of above remittance shall be uploaded in BID – I of E-tender.

(OR)

Tender Fee of **Rs. 2,000/- + Rs. 360/- towards 18 % GST = Total Rs. 2360/- (Rupees Two thousand three hundred sixty only)** in the form of Demand Draft/Pay order/ Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Hyderabad. **The Original DD should be submitted physically to the Office of "Chief Engineer, Engg Department, L.I.C. of India, South Central Zonal Office, Jeevan Bhagya, Saifabad, Hyderabad – 500 063 "** at the address mentioned in bid documents 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-I while bid preparation stage as per key dates mentioned in e-tender documents.

(B) Earnest Money Deposit (EMD) : Rs. 2.40 Lakhs (Rupees two lakhs forty thousand only)

Four options are available for deposit of EMD. Bidder can choose any one option out of the following:

- i) Entire EMD amount of **Rs. 2.40 Lakhs (Rupees two lakhs forty thousand only)** Online payment to be remitted to the bank account of LIC of India, SCZO, Hyderabad through NEFT/RTGS in this Bid. The proof of remittance (UTR No.) of above remittance shall be uploaded in BID – I of E-tender.

(OR)

- ii) Entire Earnest Money Deposit of **Rs. 2.40 Lakhs (Rupees two lakhs forty thousand only)** in the form of Demand Draft/Pay Order/Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Hyderabad.

The Original DD/ Pay order/ Banker's Cheque should be submitted physically to the Office of "Chief Engineer, Engg Department, L.I.C. of India, South Central Zonal Office, Jeevan Bhagya, Saifabad, Hyderabad – 500 063 " at the address mentioned in bid documents 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-I while bid preparation stage as per key dates mentioned in e-tender documents.

(OR)

- iii) 50% amount i.e. **Rs. 1.20 Lakhs (Rupees one lakh twenty thousand only)** in the form of Bank Guarantee of any Nationalised/Scheduled Bank, as per BG format available in bid document with validity of 6 months from the last date of submission of online bids & another 50% i.e. **Rs. 1.20 Lakhs (Rupees one lakh twenty thousand only)** amount in the form of NEFT/ Demand Draft/Pay Order/ Banker's Cheque drawn in favour of "Life Insurance Corporation of India" payable at Hyderabad. **The original BG (towards part EMD) & Original DD/ Pay order/ Banker's Cheque (towards part EMD) should be submitted physically to The Office of of "Chief Engineer, Engg Department, L.I.C. of India, South Central Zonal Office, Jeevan Bhagya, Saifabad, Hyderabad – 500 063" at the address mentioned in bid documents in a sealed envelope on or before the due date and time mentioned in key date.** The scanned copy of BG/ DD/ Pay order/ Banker's Cheque should be uploaded mandatorily in BID-I while bid preparation stage as per key dates mentioned in e-tender documents.

(OR)

- iv) **Bank Guarantee for the full amount i.e. for Rs. 2.40 Lakhs (Rupees two lakhs forty thousand only)** of any Nationalised/Scheduled Bank, as per BG format available in bid document with validity of 6 months from the last date of submission of online bids **The original BG (towards EMD) should be submitted physically to The Office of "Chief Engineer, Engg Department, L.I.C. of India, South Central Zonal Office, Jeevan Bhagya, Saifabad, Hyderabad – 500 063 " at the address mentioned in bid documents in a sealed 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.

***Single 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. In case the BG submitted by the bidder is not genuine, the bidder 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.

Note:

- (1) Bidders are requested to note that deposit of EMD and payment of tender processing fee must be in the form as mentioned above only. Deposit / Payment in modes other than above specified mode will not be accepted. **No exemption on deposit of EMD and payment of tender fees will be given to MSME/ NSIC registered bidders.**
- (2) **If any bidder / agency fails to submit the EMD's along with the tender, the tender shall be treated as Non- Bonafied.**
- (3) The bidder shall submit Pre Contract Integrity Pact along with the Bid processing fees, as per the format given in Annexure - A. Any bid submitted without the Annexure –A (BID-II), i.e, Pre Contract Integrity Pact, is liable to be summarily rejected.
- (4) Address to which the original BG/ DD/ Pay order/ Banker's Cheque / Pre Contract Integrity Pact is to be submitted :
**To,
The Chief Engineer,
Engineering Department,
L.I.C. of India, South Central Zonal Office,
Jeevan Bhagya, Saifabad,
Hyderabad – 500 063**
- (5) Bidders are to note that the Pre Contract Integrity Pact and original BG/DD/Pay order/ Banker's Cheque towards EMD and Tender processing fees, as applicable must be reached to our office well before the last date & time mentioned in the key dates. Any type of delay including postal delay in submission of the same shall not be entertained. If tender fee and EMD are not paid or did not reach in time, the tender shall be treated as non bonafied.

REFUND & FORFEITURE OF EMD:

1. The EMD of the bidders who do not provisionally qualify will be released without opening their financial bid.
2. A bidder's bid security will be forfeited if the bidder:
 - i) Withdraws or amends its/ his tender;
 - ii) Impairs or derogates from the tender in any respect within the period of validity of the tender;
 - iii) If the successful bidder fails to sign the contract or furnish the required performance security within the specified period.
3. In case of forfeiture of EMD as prescribed in Sl. 2 above, the bidder shall not be allowed to participate in the re-tendering process of the work.

NEFT Details**Details of LIC bank account for remittance of Tender Processing Fee and EMD through online/ NEFT/RTGS:**

Name of Account Holder	LICSCZOHYDERABAD
Name of Bank	AXIS BANK, NAMPALLY, HYDERABAD
Account Number	008010200079639
Type of Account	Current Account
IFSC code	UTIB0000008
GST Number	36AAACL0582H1ZN

Note:

In case of **NEFT/RTGS payment of EMD/ Tender Fee**, The proof of remittance (UTR No.) of above remittance shall be uploaded in BID – I of E-tender. The a copy of same should be submitted physically to The Office of of “**Chief Engineer, Engg Department, L.I.C. of India, South Central Zonal Office, Jeevan Bhagya, Saifabad, Hyderabad – 500 063** ” at the address mentioned in bid documents in a sealed envelope on or before the due date and time mentioned in key date.

Key Dates (e-Tendering programme)

Sr. No.	Department Stage	Contractor Stage	Start Date & Time	Expiry Date & Time
1	Release of Tender Documents		22/09/2023; 10.00 Hrs	22/09/2023; 17.00 Hrs
2		Downloading of Tender Documents	22/09/2023; 17.01 Hrs	12/10/2023; 15:00 Hrs
3	Pre- Bid Discussions		04/10/2023; 11:30 Hrs	
4		Deposit of Tender Processing Fees & EMD (bidders can choose any one of the following options):		
(a)		In case of Bank Guarantee towards EMD (in sealed envelope) – Physical Submission	-	Up to 12/10/2023; till 17:00 Hrs.
(b)		In case of Demand draft towards EMD and Tender Fees with GST (in sealed envelope) - Physical Submission	-	Up to 12/10/2023; till 17:00 Hrs.
(c)		In case of MR towards EMD and Tender Fees with GST (in sealed envelope) - Physical Submission	-	Up to 12/10/2023; 17:00 Hrs.
5	Last date for online submission of tender i.e BID I (EMD & Tender fees) & BID II (Financial Bid)			12/10/2023; 17.00 Hrs
6	Opening of BID- I & BID-II		13/10/2023; at 11:30 hrs.	
7		Last date for submission of	Up to 29/09/2023; 15:00 Hrs	

		genuine pre-bid queries at email: scz_engineering@licindia.com	
8	Venue of the Pre-Bid meeting		Dy. Chief Engineer, Engineering Dept., Zonal Office Unit, 3rd Floor, # 4, “Jeevan Mangal “ , Hayes Road, Behind Canara Mutual Building, Residency Road, BENGALURU - 560025 Mob. 9741390754

FORM OF BANK GUARANTEE IN LIEU OF EARNEST MONEY DEPOSIT

(On Non-judicial Stamp Paper of Rs. 200.00 and valid for 6 months from the Last date of Bid submission)

To,

**The Chief Engineer,
Engineering Department,
L.I.C. of India, South Central Zonal Office,
Jeevan Bhagya, Saifabad,
Hyderabad – 500 063**

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 South Central Zonal Office at Hyderabad (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 "e-Tender for Appointment of Project Management Consultant for the proposed Construction of Investment Building and Letting-out of the constructed new Building at Kasturinagar, Bengaluru (Karnataka)".

(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

aforsaid 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, tribunal or arbitrator relating thereto, our liability under this guarantee being absolute and unconditional.
4. We, Bank further agree with "The Corporation" that "The Corporation" shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of "The Tender"/ or to extend time of performance by "The Tenderer" from time to time or to postpone for any time to time any of the powers exercisable by "The Corporation" against "The Tenderer" and to forbear to enforce any of the terms and conditions relating to "The Tender" and we shall not be relived from our liability by reason of any such variation or extension being granted to "The Tenderer" or for any forbearance, act or omission on the part of "The Corporation" or any indulgence by "The Corporation" to "The Tenderer" or by any such matter or things whatsoever which under the law relating to sureties would but for this provision have the effect of reliving us.
5. NOTWITHSTANDING anything hereinbefore contained, our liability under this Guarantee is restricted to Rs..... (Rupees.....Only). Our liability under this guarantee shall remain in force until expiration of six (6) months from the due date of opening of "The Tender". Unless a demand or claim under this guarantee is made on us in writing within said period, that is, on or before all rights of "The Corporation" under the said guarantee shall be forfeited and we shall be relived and discharged from all liabilities there under.
6. We, Bank further undertake not to revoke this guarantee during its currency except with the previous consent of "The Corporation" in writing.
7. We, Bank lastly agree that "The Bank"'s liability under this guarantee shall not be affected by any change in the constitution of "The Tenderer".
8. "The Bank" has power to issue this guarantee in favour of "The Corporation" in terms of the documents and/or the Agreement / Contract or MOU entered into between "The Tenderer " and "The Bank" in this regard.

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

ForBank

(by its constituted attorney)

(Signature of a person authorized to sign on behalf of "The Bank")

INFORMATION & INSTRUCTIONS TO THE BIDDERS

FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS)

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

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

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

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

Office Address:

Antares Systems Limited.
E-Tender helpdesk
“Honganasu”, #137/3,
Bangalore Mysore Road, Opp.KMS Coach Builders,
Kengeri, Bangalore - 560060,

Help Desk Contact Details:

Regarding Registration Contact Nos:
E-mail: lokesh.hr@antaressystems.com
Tel: Tel: 080-45982100 and 08045811365
Mobile: 9686115304
Ramesh Kumar M N – 9731467357

Regarding DSC Contact Nos:

Ramesh Kumar M N – 9731467357

- The Bid (Online Offer) for a particular eTender may be submitted only using the Digital Signature Certificate (DSC), which is used to Encrypt (codified) the data and sign the Hash (Impression of your data) during the stage of Bid Preparation and Hash submission. In case, during the process of a particular eTender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody.
- The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the eTendering Portal (website) through <http://www.tenderwizard.com/LIC>.