

INDIAN INSTITUTE OF PETROLEUM AND ENERGY, VISAKHAPATNAM

web: www.iipe.ac.in Phone: 0891-2585152

E -Procurement Notice.

Ref: IPE/Engg/TPQAS/01/2023-24

Date:08.12.2023

Online tenders are hereby invited in Three cover system from eligible agency satisfying the eligibility criteria for the work of Rendering Third Party Quality Assurance Services (TPQAS) for Construction of permanent Campus of IPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P. Bidders can download complete set of bidding documents from e-procurement Platform <https://eprocure.gov.in/eprocure/app> from @11.12.2023, 10.00 AM Onwards. Bidders need to submit the bids online for the interested items by uploading all the required documents through <https://eprocure.gov.in/eprocure/app>.

Last Date/ Time for receipt of bids through e-procurement is: 25.12.2023 up to 3.00 PM

Late bids shall not be accepted.

For further details regarding Tender Notification & Specifications please visit website:

<https://eprocure.gov.in/eprocure/app> and www.iipe.ac.in

CRITICAL DATE SHEET

Published Date	11.12.2023
Bid Document Download Start Date & Time	11.12.2023, 10:00 AM
Pre- Bid Meeting Date & Time through Virtual Mode	15.12.2023, 11:00 AM
Bid Submission Start Date	11.12.2023, 10:00 AM
Bid Submission End Date & Time	25.12.2023, 3:00 PM
Technical Bid Opening Date & Time	26.12.2023, 3:30 PM
Financial Bid Opening Date	Will be announced the list of successful bidders after evaluation of bids

Sd/-
Registrar

**INDIAN INSTITUTE OF PETROLEUM AND ENERGY,
VISAKHAPATNAM**

web: www.iipe.ac.in Phone: 0891-2585152

E-Procurement-Notice.

Name of Work	:	Rendering Third Party Quality Assurance Services (TPQAS) for IPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P.
Tender Notification No	:	IPE/Engg/TPQAS/01/2023-24
Date	:	08.12.2023
Name of the Department	:	IPE, Visakhapatnam
EMD Amount	:	Rs 4,50,000/-
Last Date & Time of submission of Tender	:	25.12.2023, 3:00 PM
Address for submission of Tender	:	To: The Registrar IPE, Visakhapatnam 530003
Date & Time of opening of Technical bid	:	26.12.2023, 3:30 PM

INDIAN INSTITUTE OF PETROLEUM AND ENERGY, VISAKHAPATNAM

Technical Bid: ELIGIBILITY DOCUMENT

Third Party Quality Assurance Services

Tender NO: IPE/Engg/TPQAS/01/2023-24

NAME OF WORK: Rendering Third Party Quality Assurance Services (TPQAS) for IPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P.

Notice Inviting Tenders on "CPPP" :	11-12-2023@ 10:00 AM
Pre-bid meeting:	15-12-2023 @11:00 AM
Last Date for Submission of Tender:	25-12-2023@ 03:00 PM
Date and Time of opening of Technical Bid :	26-12-2023 @ 03:30 PM

Date and Time of opening of Financial bid will be intimated later to the eligible Consultants. Bidders can download complete set of bidding documents from e-procurement Platform <https://eprocure.gov.in/eprocure/app>

**Sd/
Registrar
IPE, VISAKHAPATNAM**

Certificate by the Consultant:

Certified that no addition and deletion has been made to the tender documents uploaded to the Tender web site <https://eprocure.gov.in/eprocure/app>

Signature of the Consultant Name & Seal
(to be signed during concluding agreement)

INDIAN INSTITUTE OF PETROLEUM AND ENERGY, VISAKHAPATNAM

Notice Inviting Tenders

Tender NO: IPE/Engg/TPQAS/01/2023-24

ELIGIBILITY DOCUMENT

NAME OF WORK: Rendering Third Party Quality Assurance Services (TPQAS) for IPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P.

- a) Tenders are invited, up to 3.00 PM on 25-12-2023 by the Registrar, IPE, Visakhapatnam from experienced agencies satisfying the eligibility criteria prescribed in this tender document
- b) The bid documents can be downloaded from the Tender web site <https://eprocure.gov.in/eprocure/app/> (<https://ipe.ac.in/tenders>)
- c) All Tenders, submitted within the stipulated date and time will be opened after 3.00 PM on the stipulated date of opening of the Tender. The Date and Time of opening of financial bid will be intimated later to the eligible agencies.
- d) The details of the IPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P. for which the QA services are to be provided are furnished in **Annexure-1**.

1. Procedure for submission of Tender

The agency who desires to be appointed as Third-Party Quality Assurance (TPQA) consultants for the above works shall submit their Tender as detailed below:

- 1.1 Interested tenderers can view and submit the Tender in the following order through the following Tender website <https://eprocure.gov.in/eprocure/app/>. For further information regarding tender uploading procedure, please visit the above-mentioned web site.
- 1.2 Possession of valid Digital Signature Certificate (DSC) and enrolment / registration of the Consultants / bidders on the e-Procurement/Tender portal are prerequisite for Tendering.

- 1.3 Bidder should register for the enrolment in the e-Procurement site using the “Online Bidder Enrolment” option available on the home page. Portal enrolment is generally free of charge. During registration, the bidders should provide only valid and true information including valid E-mail id. All the correspondence shall be made directly with the contractors/bidders through E-mail id as registered.
- 1.4 Bidder need to login to the site through their user ID / password chosen during enrolment / registration.
- 1.5 Then the Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by SIFY / TCS / nCode / eMudra or any other Certifying Authority recognized by Controller of Certifying Authorities (CCA) India on e-Token / Smartcard, should be registered.
- 1.6 The registered DSC only should be used by the bidder in the transactions and should ensure safety of the same.
- 1.7 Contractor / Bidder may go through the tenders published on the site and download the tender documents/schedules for the tenders.
- 1.8 After downloading / getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as required, otherwise bid will be rejected.
- 1.9 Any clarifications may be sought online through the tender site, through the contact details or during pre-bid meeting if any. Bidder should consider the corrigendum if any published before submitting the bids online.
- 1.10 Bidder may select the tender in which he / she is interested in by using the search option and then move it to the ‘my tenders’ folder.
- 1.11 From my tender folder, he / she may select the tender to view all the details uploaded there.
- 1.12 It shall be deemed that the bidder has read and understood all the terms and conditions before submitting the offer. Bidder should go through the tender schedules carefully and upload the documents as asked; otherwise, the incomplete bid shall stand rejected.
- 1.13 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and ordinarily it shall be in PDF /xls / rar / jpg / dwf formats. If there is more than one document, all may be clubbed together and provided in the requested format. Bidders Bid documents may be scanned with 100 dpi with black and white option. It is advisable that each document to be uploaded through online for the tenders should be less than 2 MB. If any document is more than 2MB, it can be reduced through zip / rar and the same if permitted

may be uploaded. The file size being less than 1 MB the transaction uploading time will be very fast.

1.14 The Bidders can update well in advance, the documents such as certificates, annual report details etc., under “My Space option” and these can be selected as per tender requirements and then send along with bid documents during bid submission. This will facilitate the bid submission process faster by reducing upload time of bids

1.15 Eligibility application shall be uploaded with

- a) Necessary supporting documents as prescribed in the tender document.
- b) Scanned copy of the Letter of Transmittal as prescribed in the tender document

1.16 Technical bid shall be uploaded with

The agency shall upload conceptual and detailed methodology proposed to be adopted for the scope of work indicated in the Technical bid document.

1.17 Un-conditional Finance Bid shall be uploaded with the quoted TPQA services fees as a lump-sum amount. The spread sheet containing the Bill of Quantity can be downloaded from the above-mentioned Tender web site and the same shall be uploaded to the Tender website after filling the rates. The file name of the spread sheet document which is downloaded from the Tender web site should not be changed.

1.18 If the bid is made by an individual, He / she shall sign it with his/her full name and his/her address shall be given. If it is made by a firm it shall be signed by a member of the firm (under the seal of the firm), who shall also enter his/her name and address. Name and address of other members of the firm shall also be indicated. If the same is made by a corporation, it shall be signed by a duly authorized officer who shall produce with the bid, satisfactory evidence of his/her authorization.

1.19 The bids of agencies with Joint venture and Amalgamation will be summarily rejected

1.20 For any further clarification you may contact: 0891-2585152 and e-mail to: procurement@iipe.ac.in

2. Receipt and opening of bids.

2.1 Tenders can be uploaded in the Tender website till the stipulated date and time of submission

2.2 Tenders of only those tenderers, who have submitted prescribed form and other documents scanned and uploaded are found to be in order will be opened after 3.00 PM

- 2.3 Technical Bid will be opened on the date of opening of tender.
- 2.4 Financial Bid will be opened for only those tenderers who qualify as per the tender conditions will be opened on a date which will be intimated later.

3. Eligibility Criteria:

- 3.1 The applicant should have successfully rendered TPQA services during the last 5 years ending previous day of last date of submission of tender
- a. Three similar completed works each of value not less than Rs. 90 lakhs or
 - b. Two similar completed works each of value not less than Rs. 135 Lakhs or
 - c. One similar completed work of value not less than Rs. 180 Lakhs

Note: Value of Works will be considered excluding all taxes.

“Similar work” in this criterion means Construction of multi-storied RCC framed structure including external and internal PH, water, Electrical & Mechanical, district cooling systems, Roads and other services”

- 3.2 The bidder should have had average annual financial turnover of at least **Rs 120 lakhs** exclusively on TPQA & PMC services works during the immediate last 3 financial years ending 31st March 2023. This should be duly certified by a Chartered Accountant.
- 3.3 The applicant’s performance in respect of completed works should be certified by an officer not below the rank of Executive Engineer in case of Government works and Project Manager or equivalent officer for other works. For the works carried out for private firms, the agency shall enclose copy of the TDS certificate in addition to the completion certificate.
- 3.4 Self-certified in-house facilities / Infrastructure of the agency

4. Scope of work

- 4.1 Preparation of infrastructure specific Quality Assurance Plan and Quality Audit Plan for the construction conforming the standards, provisions, guidelines of the specific Quality, Safety, Health and Environment Assurance and getting it approved by IIPE Visakhapatnam.
- 4.2 Implementation of the QA plan by day-to-day site inspection
- 4.3 Checking / witnessing tests for confirming the quality of materials and construction activities as per standard guidelines. On the fact, the agency shall carry out all the mandatory testing as per the approved Quality Assurance Plan, agency shall witness the all mandated tests and certify. All

such tests, for which facility is available at the field laboratory established by the contractor, shall be carried out at the field laboratory. Tests, for which the facilities are not available at field laboratory, will be done at approved NABL accredited laboratory.

- 4.4 Carry out periodical review of implementation of Quality Assurance / Quality Control measures and processes for each infrastructure through
 - i. Relevant document review.
 - ii. Witness calibration of all field laboratory equipment and conduct tests using calibrated equipment only.
- 4.5 Checking the workmanship as per specifications
- 4.6 Checking the conformity of physical attributes with approved drawings
- 4.7 Initiating corrective actions wherever required to ensure the quality targets for the project as per the relevant terms and conditions of the contractor's agreement.
- 4.8 Getting the corrective actions approved by IPEE Visakhapatnam for implementation by CPWD
- 4.9 Escalation of delays in corrections and non-conformity when it becomes overdue.
- 4.10 Assisting IPEE Visakhapatnam & CPWD in implementation of site safety plan, preventing occupational health hazard, site emergency evacuation plan, environmental safety, reporting of accidents, corrective actions and preventive measures.
- 4.11 Checking of as-built drawings for the buildings and services provided by the Architect
- 4.12 Ensuring the documentation of various tests carried out for each activity during execution and commissioning through periodic checking
- 4.13 Maintain registers and records pertaining to the quality and progress of work as per the approved QA/QC Plan.
- 4.14 Witness and report the commissioning of each service component in the building according to the approved drawings and specifications before issue of completion certificate by CPWD.
- 4.15 Monitoring and recording number of safe man hours and assisting IPEE Visakhapatnam & CPWD to document all safety practices implemented at site, including applying to National safety awards instituted by Safety Counsel of India.
- 4.16 Attending the project review meetings and review meetings on quality issues as and when required and / or as directed by IPEE Visakhapatnam.
- 4.17 Regular coordination and communication with various stakeholders, including IPEE Visakhapatnam, CPWD officials, Architect, Contractors, Structural / MEP / HVAC / Firefighting / Lift consultants etc. of the project via SMS / emails to remind and follow-up each activity with respect to, quality and corrective actions etc.
- 4.18 Agency shall employ required number of In-Location and visiting QC Engineers [Civil as well as MEP] as per the progress of work on ground and quantum of work.

Typical Staff for Construction of Permanent Campus for IPE Visakhapatnam -

QC Engineer. Civil – 2 no (Minimum) with BE / B Tech or equivalent in Civil engineering with 5 years of post-qualification relevant field experience.

QC Engineer MEP – 1 (Minimum) should possess BE/B Tech or equivalent in Electrical/Mechanical engineering with 5 years' post-qualification experience in respective fields (From the first requirement onwards).

Safety, Health and Environment (SHE) Engineer – 1 (minimum) should be graduate / post graduate in Safety / Environment Engg. with post qualification experience of 5 years of SHE assurance in construction industry.

Senior QA/AC Engineer 1 (Minimum) - should possess BE/B Tech or equivalent in Civil/Electrical/Mechanical engineering having post qualification experience in both Civil and MEP with 10 years' Experience, fully dedicated to monitor the activities and shall visit the site at regular interval not exceeding 10 days in any case, as per the site requirement for auditing as per the plan and also shall attend the Project review meetings.

4.19 Agency shall use any Mobile and Web based application for real time transmission of information and Auditing of non-conformities. This caters to all the three layers of QA & QC in infrastructure project. All In-Location QC Engineers and visiting Senior Quality Experts shall possess with mobiles containing the application.

4.20 Agency shall possess necessary equipment, such as, cameras, and computers, GPS and other sensors and measuring tools etc.

4.21 The agency shall submit monthly reports [digital and hard copies] as given in the approved QA plan on the following

- i. Construction material, equipment etc.
- ii. Workmanship
- iii. Observed non-conformities such as
 - Substandard material and equipment
 - Substandard works
 - Unacceptable practices
 - Deviations etc.

4.22 Compilation and submission of final report of the project.

4.23 Certification of the bills for the Construction Work are NOT in the Scope.

4.24 Any other monitoring and reporting details not mentioned above but required for quality assurance of the project.

- 4.25 Documents to be Referred:
- a. The following documents in respect of every category of infrastructure
 - i) Contract documents and technical specifications
 - ii) Construction schedule
 - iii) Good for construction drawings
 - b. Documents of CPWD/ Contractor / Consultants in all types of works
 - i) Construction method statements and procedures
 - ii) Quality assurance plan & health, safety and environment (HSE) manuals
 - iii) Green building norms as per GHAR
 - c. BIS Codes / IRC Codes / CPWD Specifications / CPWD Works Manual. Guidelines on Quality Systems as per IRC: SP 47 — 1998 and IRC: SP 57— 2000
 - d. Quality assurance and Quality control procedures, formats developed by the construction agency
 - e. Any other document deemed fit by bidder
5. Power point presentation

All agencies who satisfy the eligibility criteria prescribed in the eligibility document will be required to present their respective QA proposal in a Power point presentation on a date to be intimated later. The presentation shall include all the salient features as listed below:

- 5.1 Overall plan for the proposed QA services as indicated in the scope of work
- 5.2 Methodology proposed to be adopted for the QA for all the construction works including MEP and external services in the project
- 5.3 Proposed methodology and software application proposed to be used to track quality issues, communication to various stake holders, escalation matrix, corrective actions and escalation of non-compliance to IPE Visakhapatnam as per the escalation matrix
- 5.4 Detailed plan for reporting of day-to-day construction activities with reference to specification, quality
- 5.5 Number of people proposed to be deployed and the duration of their deployment at site for ensuring quality
- 5.6 Any other information for enabling the evaluation as per the parameters given in 6.3.

6. Evaluation Procedure:

- 6.1 The offers will be evaluated for conformity to the eligibility criteria prescribed in Section 3 and only those who satisfy the eligibility criteria will be considered for further evaluation.
- 6.2 The eligible agencies will be invited to present the methodology of QA plan as mentioned in Section 5.0.

- 6.3 The technical bids, conceptual schemes, proposed methodology and the Power point presentation by the applicants will be evaluated by an Expert committee for a maximum of 100 marks based on the following parameters:

Sl. no.	Head	Maximum Marks
A	Experience of applicant in Quality, Safety, Health and Environment Assurance	30
	A1: Experience of applicant in Quality Assurance*	20
	A2: Experience of applicant in Safety, Health and Environment Assurance*	10
B	Manpower deployment*	20
C	Presentation Round (Presentation to be made by the person actually supposed to be deployed. No marks shall be awarded if any other person makes presentation. Presentation should spell out in detail the methodology. It should also mention the details of the team, manpower deployed and their Experience)	50
	C1: Methodology/software applications in house capacity, infrastructure, available technical resources	10
	C2: Understanding of IIPE's requirements	10
	C3: Scheme and plan in response to the envisaged requirements, so as to achieve the desired objectives <i>efficiently</i> as well as <i>effectively</i> .	30

**The bidder meeting minimum qualifying criteria will be given 70% of the Maximum Marks, and the one with maximum additional fulfilment will be given the Maximum Marks. Remaining shall be given on pro-rata basis between 70% of the Maximum Marks and the Maximum Mark.*

- 6.4 The financial offers of only those agencies who secure overall 70% in the technical evaluation will be opened on a date to be intimated later
- 6.5 The successful agency will be selected based on Quality cum Cost Based System (QCBS)
- 6.6 Under QCBS, the technical evaluation will be given 70% weightage and the financial offers will be given 30% weightage
- 6.7 Offer with the Highest Technical score (H1) will be assigned a Technical Score of 100 and offer with the lowest quoted amount (L1) will be assigned a financial score of 100 and other offers will be normalised as below (Section 6.8):
- 6.8 The calculation for arriving at the total combined score (technical and financial) is given below:

Marks obtained by a bidder for the technical bid	= H
Highest Marks obtained by bidders in Technical Bid	= H1
Points for Technical proposal of the Bidder	= (H/H1) X100 = T
Amount quoted by the lowest bidder	= L1 (Excluding all taxes)
Amount quoted by a Bidder	= L (Excluding all taxes)
Points for Financial proposal of the bidder	= (L1/L) ×100 =F
Combined Technical and Financial score (B) of the bidder	= T×0.7+ F×0.3 = B

The combined Technical and financial scores of all the bidders will be calculated as above and the bidder who secures the highest combined score B will be selected as the successful agency. In case of a tie, the bidder who obtained higher technical score will be selected as the successful agency.

- 6.9 The contract will be awarded to the successful agency at his/her quoted /negotiated amount.
- 6.10 The agency whose bid is accepted shall sign a written agreement with the IIPE Visakhapatnam. The tender accepting authority reserves the right to reject any bid or all the bids without assigning any reason.
- 6.11 The IIPE Visakhapatnam reserves the right to restrict the list of eligible agencies to any number deemed suitable.
- 6.12 Even though an applicant may satisfy the specified criteria, he would be liable to disqualification if he/she has:
- i. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the application for eligibility.
 - ii. Record of poor performance such as, abandoning of work, not properly completing the contract, or technical / weaknesses etc.
- 6.13 The employer reserves the right to accept or reject any application and to annul the qualification process / tender process and reject all applications at any time without assigning any reason or incurring any liability to the applicants.
- 6.14 In the eventuality of work not progressing due to unforeseen circumstances work will be terminated without any compensation by giving two months' notice to demobilise
- 6.15 Disputes and Jurisdiction: Settlement of Disputes: Any dispute, controversy or claim arising out of or in connection with this tender including any question regarding its existence, validity, breach or termination, shall in the first instance be attempted to be resolved amicably by both the Parties. If attempts for such amicable resolution fails or no decision is reached within 30 days whichever is earlier, then such disputes shall be settled by arbitration in accordance with the Arbitration and Conciliation Act, 1996. Unless the Parties agree on a sole arbitrator, within 30 days from the receipt of a written request by one Party from the other Party to so agree, the arbitral panel shall comprise of three arbitrators. In that event, the TPQA will nominate one arbitrator and the Institute shall nominate one arbitrator. Institute IIPE will nominate the Presiding Arbitrator of the arbitral tribunal. The arbitration proceeding shall be carried out in English language. The cost of

arbitration and fees of the arbitrator(s) shall be shared equally by the Parties. The seat of arbitration shall be at IIPE Visakhapatnam. (i) The Applicable Law: This Purchase Order shall be consolidated, Interpreted and governed by the Laws of India. The court at Visakhapatnam shall have exclusive jurisdiction subject to the arbitration clause. (ii) Any legal disputes arising out of any breach of contract pertaining to this tender shall be settled in the court of competent jurisdiction located within the city of Visakhapatnam in Andhra Pradesh.

7. **Validity**

The Validity period of the bids will be Three months from the date of opening of the Eligibility document.

8. Integrity pact: Successful bidder to sign the integrity pact as per attached format.

9. Earnest Money Deposit:

9.1 A sum of Rs 4.5 lakhs (**Rupees Four Lakh Fifty Thousand Only**) to be deposited as EMD by all bidders along with Bid. Bids without EMD are liable for rejection. EMD can be deposited in the following form before the date and time fixed for opening of bid failing which the bid will be declared non-responsive.

100% EMD amount can be deposited in IIPE Visakhapatnam Bank account through net banking as detailed below:-

Name-Indian Institute of Petroleum and Energy

Branch Name: State Bank of India

Branch Name: AU College of Engineering Campus -Visakhapatnam, Andhra Pradesh.

Account Number: 39877553958

IFSC: SBIN0003170

The EMD deposited proof should be upload in the Tender document.

9.2 Bid Security/EMD of unsuccessful Bidders will be returned to them within 90 days from the date of acceptance of bid of the successful Bidder.

9.3 The Bid Security may be forfeited, if

- a) The Bidder withdraws / modifies his Bid or any item thereof after opening of bid.
- b) The successful Bidder fails within the specified time limit to commence the work.

9.4 Scanned copy of net banking transaction receipt and Bank Guarantee towards security/ EMD shall be uploaded to the Tendering website within the Period of bid submission Failing which the bid will be declared non-responsive.

10. **Performance Bank Guarantee:** The successful bidder has to submit Performance Bank Guarantee amounting to **10%** of the quoted value within 10 days from the date of receipt of Letter of acceptance. This guarantee shall be in accordance with the prescribed form. In case the contractor fails to deposit the said performance guarantee within the period as indicated, the Earnest Money deposited by the contractor shall be forfeited automatically without any notice to the contractor and without prejudice to any other right or remedy. The Earnest Money deposited along with tender shall be returned after receiving the aforesaid Performance Bank Guarantee. The earnest money deposited along with bid shall be returned after receiving the aforesaid Performance Bank Guarantee.

11. DOCUMENTS TO BE UPLOADED WITH TECHNICAL BID:

The following documents in support of experience and financial standing shall be enclosed with the application for eligibility:

- i) Financial information in the form – ‘A’
- ii) Details of similar works carried out in the past in form – ‘B’ and ‘B1’
- iii) Details of works in progress in form – ‘C’
- iv) Performance report of work referred to in form ‘B’ and ‘B1’ and form ‘C’ in Form – ‘D’
- v) Details regarding the structure of the organization in form - ‘E’
- vi) Details of technical and administrative personnel in form – ‘E1’
- vii) Details of Establishment & Infrastructure Facilities in form – ‘F’
- viii) Bidder Information – Annexure-G
- ix) DPIIT Registration -Annexure-H
- x) Declaration of Local Content -Annexure -I
- xi) Acceptance of Terms and Conditions -Annexure -J
- xii) Letter of transmittal, Integrity pact.
- xiii) GST registration.

12. INFORMATION AND INSTRUCTIONS TO APPLICANTS:

12.1 Definitions:

The following words and expressions have their meaning hereby assigned to them.

12.1.1 EMPLOYER means Director, IPE Visakhapatnam, acting through the Registrar.

12.1.2 APPLICANT / AGENCY / CONSULTANT / FIRM means individual, proprietary firms, firm in partnership, limited company – private and Public Corporation

12.1.3 Registrar/Engineer-in-charge means Head of Engg. Unit, IPE Visakhapatnam

12.1.4 Tender means “Tender” which will be submitted online through dedicated website

12.2 Information and Instructions

12.2.1 The applicant is advised to visit the site of work at his own cost and examine it and its surroundings and collect all information that he/she considers necessary for proper assessment of prospective assignment.

12.2.2 All information called for, in the enclosed forms should be furnished against the respective columns in the forms. If information is furnished in a separate document, reference to the same should be given against respective columns. Such separate documents shall be chronologically uploaded in the Tender website. If information is ‘nil’ it should also be mentioned as ‘nil’ or ‘no such case’. If any particular/query is not applicable in case of the applicant, it should be stated as ‘not applicable’

- 12.2.3 The applicants are cautioned that not giving complete information called for in the application forms required, not giving it in clear terms or making change in the prescribed forms or deliberately suppressing the information may result in the applicant being summarily disqualified.
- 12.2.4 The applicant may upload any additional information, which he/she thinks is necessary to establish their capabilities to successfully complete the envisaged work. However, the applicants are also advised not to attach superfluous/ additional information beyond the requirements of the Bid. No information will be entertained after the application is submitted, unless it is called for by the Institute
- 12.2.5 Applications made by email, Fax / any other electronic media other than through e- Tender website and those received late after the prescribed date and time will not be considered.
- 12.2.6 Documents submitted in connection with the tender will be treated as confidential and will not be returned.
- 12.2.7 Any addenda / corrigendum will be uploaded only in the Tender website and all of those documents uploaded in the Tender website will become part of the agreement.
- 12.2.8 Originals of all the scanned and uploaded documents as specified shall have to be submitted only by the successful tenderer within a week physically in the office of Registrar, IPE Visakhapatnam.
- 12.2.9 Tenderer can upload documents in the form of JPG format and PDF format. The size of individual file should not exceed more than 5MB.
- 12.2.10 Tenderers are requested to comply following instructions
- 12.2.10.1 After submission of the online bid the tenderer can re-submit revised online bid any number of times but before the last date and time of submission of tender as notified
- 12.2.10.2 While submitting the revised bid, tenderer can revise the rate of one or more item(s) any number of times (he need not re-enter rate of all the items) but before the last the last date and time of submission of tender as notified
- 12.2.11 The rate(s) must be quoted in decimal coinage. Tenderers must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue. In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the bidder, rate of such item shall be treated as "0" (ZERO).

- 12.2.12 The tender submitted shall become invalid if:
 - 12.2.12.1 The tenderer is found ineligible
 - 12.2.12.2 The tenderer does not upload all documents as stipulated in the tender document including letter of transmittal
 - 12.2.12.3 If any discrepancy is noticed between the documents as uploaded at the time of submission of tender and hard copies as submitted physically by the lowest tenderer in the office of Registrar, IPE Visakhapatnam
 - 12.2.12.4 The lowest tenderer does not deposit the originals of all the scanned and uploaded documents as specified
 - 12.2.12.5 Negative Feedback from previous organization(s).
- 12.2.13 No intimation shall be given to the successful tenderer for submission of originals of all the scanned and uploaded documents to the Office of Registrar, IPE Visakhapatnam.

12.3 Authority to sign the application:

- 12.3.1 If an individual makes the application, it shall be signed by him above his full typewritten name and current address.
- 12.3.2 If a proprietary firm makes the application, it shall be signed by the proprietor (with seal) above his full typewritten name & the full name of his firm with its current address. If the application is made by a firm in partnership, it shall be signed (with seal) by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm in which case a certified copy of the power of attorney shall accompany the application. A certified copy of the partnership deed along with current addresses of all the partners of the firm shall also accompany the application.
- 12.3.3 If a limited company or a corporation makes the application, it shall be signed by a duly authorized person holding power of attorney for signing the application, in which case a certified copy of the power of attorney shall accompany the application. Such limited company or corporation may be required to furnish satisfactory evidence of its existence. The applicant shall also furnish a copy of the Memorandum of Articles of association duly attested by a Public notary.

12.4 Clarification on tender document.

A Tenderer requiring any clarification on the Tender Document may clarify during the pre-bid meeting as prescribed in the tender document. The clarifications can be sent on or before 14-12-2023 at 17:00 hrs to aecivil@iipe.ac.in, which will be clarified in the Pre-Bid Meeting.

12.5 Pre-bid meeting.

Pre-bid meeting will be conducted Hybrid on 15-12-2023 at 11:00 hours. The interested bidders can request to join the Pre-Bid meeting through email to aecivil@iipe.ac.in. The link will be shared to the bidders accordingly to join the Online Pre-Bid Meeting.

12.6 Amendment to tender documents

Before the deadline for submission of tenders, the tender document may be modified by issue of addenda/corrigenda which shall become part of the Tender Documents.

12.7 Instructions for filling up the forms A, B, C, D, E & E1

12.7.1 Financial Information

The applicant should furnish the Annual financial statement for the last 3 years in form – A

12.7.2 Information about the works

12.7.2.1 List of all works of similar class successfully completed during last the 5 years in Form – B

12.7.2.2 List of projects under execution or awarded in Form – C

12.7.2.3 Particulars of completed works and performance of applicant shall be duly authenticated / certified by an officer not below the rank of Executive Engineer in case of Government works or the Project Manager or an equivalent officer in case of non-governmental works separately for each work in Form – D. TDS Certificate should be enclosed in case the work was executed for private firms.

12.7.3 Information about the organisation

Applicant is required to submit the following information in respect of his organization in form E and E1

12.7.3.1 Name and postal address including telephone and fax nos. etc. Copies of original documents defining the legal status, place of registration and principal places of business

12.7.3.2 Names and titles of Directors and officers to be concerned with the work, with designation of individuals authorized to act for the organization

12.7.3.3 Information on any litigation / arbitration in which the applicant was involved during the last five years including any current litigation / arbitration in process

12.7.3.4 Authorization for employer to seek detailed references from clients to whom works were carried out

12.7.3.5 Number of technical and administrative employees in parent company, subsidiary company and how these would be involved in this work – Form E 1

12.7.4 In-house Facilities & Infrastructure of the firm

Applicant should furnish the list of In-house Facilities & Infrastructure of the firm likely to be used for carrying out the work (in form F). Details of any other facilities not mentioned in form F but available with the applicant and likely to be used in this work may also be indicated

Letter of Transmittal

The applicant should submit the letter of transmittal as per the format attached.

12.8 OPENING OF TECHNICAL BIDS

The Technical bids of the eligible applicants shall be opened on the date and time to be intimated later.

13 ADDITIONAL CONDITIONS

- 13.1 The services shall not be sub-contracted without written permission of the Registrar, IIPE Visakhapatnam. nor shall transfer be made to power of Attorney authorizing others to receive payment.
- 13.2 The agency shall report only to the Registrar or his nominated site in-charge.
- 13.3 The agency shall communicate any information to the stakeholder of the project only through the Registrar, IIPE or his nominated site in-charge. The Consultant shall avoid direct communication to any stakeholder of the project.
- 13.4 The agency whose bid is accepted shall comply with the provisions of all Acts, Statutes, Rules, Regulations etc. of the Central and State Government/ Local body and applicable codes as the case may be and as may be applicable in this case and if necessary get himself duly registered as required by the said Acts, Statues, Rules, Regulations etc.
- 13.5 All taxes, duties which are to be deducted as per Govt. Rules shall be deducted from the bills.
- 13.6 The amount quoted in financial bid shall be all inclusive and nothing extra towards travel and stay or any other claim is payable.
- 13.7 The drawings, all other documents, data and communications pertaining to the project should not be published, disclosed and communicated to any other person without the permission of the IIPE Visakhapatnam.
- 13.8 GST will be paid extra as per actuals.

14 Time Schedule:

The QA Consultancy services shall be rendered till successful commissioning and handing over of the project site by the respective contract agency involved in the works for which TPQA agency is appointed.

15 Payment Schedule:

15.1 95% of the total lump sum fee quoted by agency shall be paid on pro-rata basis to agency as per RA bills passed and paid to executing agency.

15.2 Balance 5% shall be paid after completion of work and submission of final report by TPQA agency.

Important: Despite period for completion of construction estimated as 21 months, the TPQAS agency shall not be paid anything extra over and above the payable as above, if construction is delayed beyond 21 months. IPE Visakhapatnam shall not entertain any claim from TPQAS against delay in the project.

16 Compensation for absence of Technical staff

An amount of Rs. 5,000/- per day per technical staff shall be recovered for absence of technical staff as proposed by the consultant in the Technical bid. Any justified reasons on the part of the TPQA agency and reasons in issue of approval by IPE Visakhapatnam will be taken into account while deciding the compensation. The decision of the Engineer-in-charge in deciding the compensation will be final and binding on the Consultant.

17 Termination of Agreement.

The Agreement may be terminated at any time by either party by giving a written notice of one month to the other. In the event of the termination of the agreement by IPE Visakhapatnam, the Consultant shall not be entitled to any compensation or damages by reason of such termination but shall be entitled only to the fees for the services actually rendered. In the event of termination of contract by the Consultant no further payment other than that has /have already been made shall be paid.

18 Transfer of interest

So long as the Agreement subsists, the Consultant shall not assign, sublet or transfer his / her interest in this Agreement, without the written consent of the IPE Visakhapatnam.

DETAILS OF PROJECT

Description: IIPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P.

Sub head: Design, Development and Construction of Central Administrative block- South (G+4 floors), East Academic block-I(G+4 Floors), Workshop building, E&M building, two student hostels (G+4 floors), Guest house (G+1 floors), Residential accommodation (1 no. type VIII quarter (G floor), 32 nos type-V quarters (stilt+8 floors), 32 nos. type-III quarters (stilt+8 floors)), Sub station building, pump houses including inter water supply, sanitary installations, internal electrical installations, fans, lifts, fire fighting, fire alarm system, development & bulk services which include overhead tank, under ground sump, bore wells with pumps, sewage treatment plant, external water supply, external sewage, internal roads, paths, cross drainage works like culverts, surface drains, rain water harvesting, existing natural stream training works, external service connections, Sub stations with Ring Main system, DG sets, HVAC, LAN, IBMS etc.

Project Duration in months: 21 Months

Type of structure: RCC framed structure

Plinth area of the building in sqm.: 63247 Sqm.

Specialized works: MEP, HVAC and Fire Fighting, DG, Lift, Substation etc.

Area development including any ancillary structure / services. YES

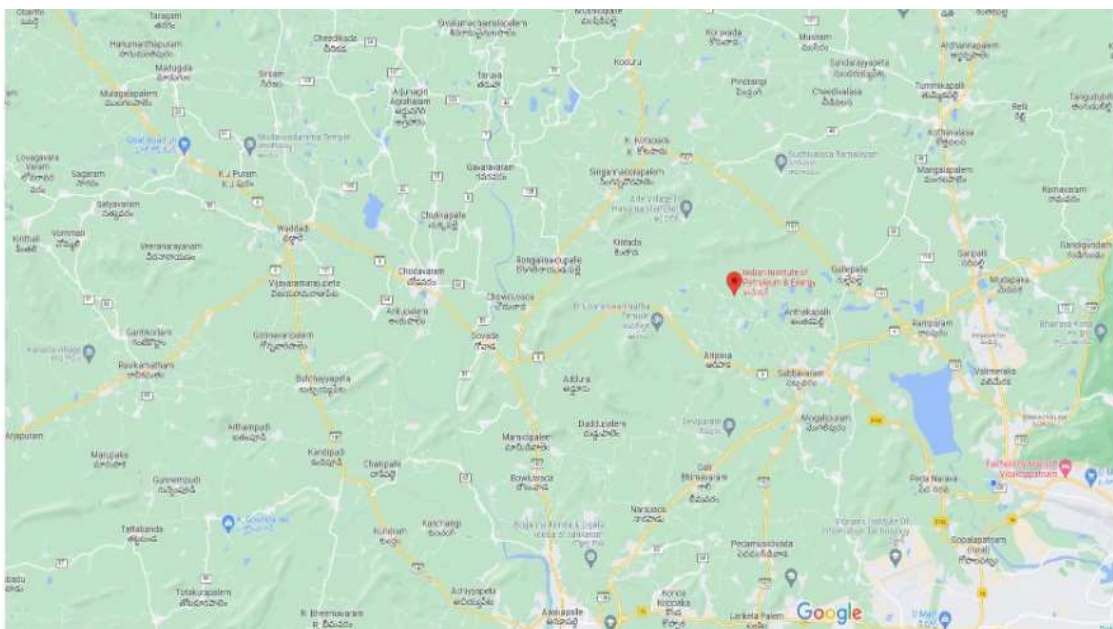
Cost of Construction Contract: 300 Cr (approximate) (Civil, Electrical, AC inclusive of other services such as BMS, UPS System, CCTV, etc.)

BRIEF PARTICULARS OF THE WORK

Name of work: IPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anapalli Dist, A.P.

Estimated Period of completion of construction - 21 months

The proposed campus of IPE Visakhapatnam in Vangali Village, Sabbavaram Mandal, Anapalli Dist, A.P. is to be developed as a fully-residential, research based institute with Undergraduate, Post graduate and Post –Doctoral Research programs. The map showing the location of proposed site for construction of new campus for IPE.



The Campus has been planned with modern building concept, design and construction technology including Green Building parameters of “GHAR” rating for Large Development and conforming to ECBC norms. The total area of construction is approximately 63247 sqm for Academic buildings, Hostels & Residences. The plot area is 200.00 Acres approximately.

The details of the construction is available at https://iipe.ac.in/permanent_campus.

The construction project is being executed by CPWD through EPC contract. The entire work of Civil, E&M, allied services like water supply, sewerage roads and rain water harvesting etc. are to be supervised for quality by TPQA as per standard frequency of testing stipulated in CPWD works manual.

**FORM
LETTER OF TRANSMITTAL**

(To be duly filled, signed, scanned and uploaded along with Technical Bid by the tenderer)

To
Registrar
IPE Visakhapatnam – 530003

Sub: Rendering Third Party Quality Assurance Services (TPQAS) for Construction of permanent Campus of IPE Visakhapatnam at Vangali Village, Sabavarram Mandal, Anakapalli Dist, A.P

Sir,

Having examined the details given in notice inviting qualification application and tender and the qualification documents for the above work, I/ We hereby submit the application for eligibility and the tender for the work duly filled in

1. I / We here by certify that all the statement made and information supplied in the enclosed forms and accompanying statements are true and correct.
2. I / We have furnished all information and details necessary for deciding our eligibility to be qualified for taking part in the tendering process for the work. We have no further information to supply.
3. I / We authorize the Registrar to approach individuals, firms and corporations to verify our competence and general reputation.
4. I / We submit the following certificates in support of our suitability, technical knowhow and capability for having successfully completed following works

#Name of work #Certificate from

5. I/We certify that that the tender documents downloaded and submitted is the exact replica of the document published by the IPE Visakhapatnam and no alterations and additions have been made by me / us in the tender document.
6. I am / We are aware that the Technical and Financial bid submitted by me/us will not be opened if I / We do not become eligible after evaluation of my/our application for eligibility.
7. The original documents which was scanned and uploaded in the Tender shall be deposited by me/us with the Engineer-in-Charge in case I/we become the successful tenderer within a week of the opening of financial bid otherwise department may reject the tender.
8. I/we agree to establish a Site office at IPE Visakhapatnam as stipulated in the tender condition in case I/ we become the successful tenderer

Seal of the Applicant Date of submission

Signature(s) of the applicant

#should be filled by the applicant; Attach separate sheet if required

FORM 'A' FINANCIAL INFORMATION

(To be duly filled, signed, scanned and uploaded along with Technical Bid by the tenderer)

I. Financial Analysis –

Details to be furnished duly supported by figures in Balance Sheet / Profit and Loss Account for the last Three years duly certified by the Chartered Accountant, as submitted by the applicant to the Income-Tax Department (Copies to be attached)

Sl No	Details	Year ending 31st March of		
		2021	2022	2023
1	Gross Annual turnover in TPQA & PMC services (from TPQA& PMC fees collected)			
2	Profit (+) / Loss (-)			

II. Financial arrangement for carrying out the proposed work

III. Income Tax PAN details /GST Registration

SIGNATURE OF APPLICANT (S)

Signature of Chartered Accountant with seal

This form must be filled and signed by the Chartered Accountant

FORM-‘B’

(To be duly filled, signed, scanned and uploaded along with Technical Bid by the tenderer)

**DETAILS OF ALL WORKS OF SIMILAR NATURE COMPLETED DURING THE LAST FIVE YEARS ENDING PREVIOUS DAY OF
LAST DATE OF SUBMISSION OF APPLICATION**

S.N	Name of the work /Project & location	Owner or sponsoring organisation	Agreement No	Scope of the work*	Cost of works in Cr	Date of commencement as per contract	Stipulated date of completion	Actual date of Completion	Litigation/ Arbitration/ pending/In progress with details	Name and address /tel no of officer to whom reference may be made	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

* Indicate Number of stories in super structure.

** Indicate gross amount claimed and amount awarded by the Arbitrator

Signature of Applicant(s)

In case of works carried out for private persons / Organizations copies TDS certificate along with copy of performance order and work order / Agreement should be enclosed. Private works without TDS certificates shall not be considered for valuation.

FORM- B1**ADDITIONAL INFORMATION FOR COMPLETED WORKS**

(To be duly filled, signed, scanned and uploaded along with Technical Bid by the applicant)

1. Name of work
2. Location
3. Client's name and address along with contact person & contact No.
4. Consultants name and address.
5. Scope of work.
 - a. Number of floors in Basement.
 - b. Number of floors in Superstructure.
 - c. Height of the building.
 - d. Plinth area / Built up area.
 - i. Basement.
 - ii. Superstructure
6. Type of foundation.
7. Type of Superstructure.
8. Time taken for completion
9. Specialized service provided, with cost details, if available

(If any, specialized services provided through associate's - Particulars of the Associate's)

Communication, LAN

UPS

Water proofing Treatment

Interior Design

Fire Detection and Fire Fighting

District cooling AC systems

Data cabling system

Landscaping

CCTV

Any other

10. Project Management organization structure.
11. Number of shifts and its duration adopted in execution.
12. Systems adopted for timely completion of the project.

FORM-‘C’

(To be duly filled, signed, scanned and uploaded along with Technical Bid by the tenderer)

PROJECTS UNDER EXECUTION OR AWARDED										
S.No	Name of the work /Project & location	Owner or sponsoring organisation	Agreement No	Cost of works in Cr	Date of commencement as per contract	Stipulated date of completion	Upto date percentage progress of work	Slow progress if any reason	Name and address /Tel no of officer to whom ref may be	Remarks
1	2	3	4	5	6	7	8	9	10	11

Signature of Applicant(s)

FORM 'D'

PERFORMANCE REPORT FOR WORKS REFERRED TO IN FORM 'B'

(To be duly filled, signed, scanned and uploaded along with Technical Bid by the tenderer)

1. Name of the work / Project & Location:
2. Name of Agency:
3. Scope of work.
 - a. Number of floors in Basement.
 - b. Number of floors in Superstructure.
4. Agreement No.
5. Estimated Cost
6. Tendered Cost
7. Value of work done
8. Date of Start
9. Date of completion
 - a. Stipulated date of completion.
 - b. Actual date of completion.
9. Amount of compensation levied for delayed Completion if any.
10. Performance report based on Quality of Work, Time Management, and Resourcefulness:

Very Good / Good / Fair

DATE

EXECUTIVE ENGINEER /
PROJECT
MANAGER OR
EQUIVALENT

FORM 'E'

STRUCTURE AND ORGANISATION

(To be duly filled, signed, scanned and uploaded along with Technical Bid by the tenderer)

1. Name and address of the applicant
2. Telephone No./Fax No/E-Mail address.
3. Legal Status (attach copies of original document defining the legal status)
 - (a) An Individual
 - (b) A proprietary Firm
 - (c) A Firm in partnership
 - (d) A Limited Company or Corporation.
4. Particulars of registration with various Government bodies (Attach attested photo-copy)
 - a) Registration Number
 - b) Organization / Place of registration
5. Names and Titles of Directors and officers with designation to be concerned with this work with Designation of individuals authorized to act for the organization.
6. Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give the name of the project and give reasons thereof.
7. Has the applicant or any constituent partner in case of partnership firm, ever been debarred / black listed for tendering in any organization at any time? If so, give details:
8. Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.
9. In which field of Architecture, specialization and interest is ?
10. Any other information considered necessary but not included above.

SIGNATURE OF APPLICANT(S)

FORM –‘F’

(To be duly filled, signed, scanned and uploaded along with Technical Bid by the tenderer)

DETAILS OF IN-HOUSE & INFRASTRUCTURE FACILITIES LIKELY TO BE USED
IN CARRYING OUT THE WORK.

S.NO	In-house Facility /Infrastructure	Ownership status /leased/out sourced / own	Current location	Remarks
1	2	3	4	5

Form of Performance Security (Guarantee)

Bank Guarantee Bond

1. In consideration of the Director IPE Visakhapatnam (hereinafter called "IPE-Visakhapatnam") having offered to accept the terms and conditions of the proposed agreement between ----- and -----

--

----- (hereinafter called "the said Contractor(s)") for the work

----- (hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs.----- (Rupees -----only) as a security/guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

We ----- (hereinafter referred to as "the Bank") hereby (indicate the name of the Bank) Undertake to pay to the IPE Visakhapatnam an amount not exceeding Rs----- (Rupees ----- only) on demand by IPE Visakhapatnam

2. We -----do hereby undertake to pay the amounts due and payable (indicate the name of the Bank) under this Guarantee without any demure, merely on demand from the IPE Visakhapatnam stating that the amount claimed as required to meet the recoveries due or likely to be due from the said contractor(s).Any such demand made on the bank shall be conclusive as regards the amount due and payable by the bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs----- (Rupees-----only)
3. We, the said bank further undertake to pay the IPE Visakhapatnam any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.

4. We, ----- further agree that the guarantee herein contained shall (indicate the name of the Bank) remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the IPE Visakhapatnam under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-Charge on behalf of the IPE Visakhapatnam certified that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee.
5. We, ----- further agree with the IPE Visakhapatnam that the IPE Visakhapatnam (indicate the name of the Bank) shall have the fullest liberty without our consent and without affecting in any manner our obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said

Contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the IPE Visakhapatnam against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Contractor(s) or for any forbearance, act of omission on the part of the IPE Visakhapatnam or any indulgence by the IPE Visakhapatnam to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).
7. We, ----- lastly undertake not to revoke this guarantee except (indicate the name of the Bank) with the previous consent of the IPE Visakhapatnam in writing.
8. This guarantee shall be valid up to-----unless extended on demand by the IPE Visakhapatnam. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs----- (Rupees-----only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the -----day of-----for----- (indicate the name of the Bank).

Undertaking to sign the integrity Agreement

To,

.....,
.....,
.....

Sub: SUBMISSION OF TENDER DOCUMENTS FOR THE WORK OF “

Name of work & Location:

NIT Number:

Dear Sir,

It is here by declared that IIPE is committed to follow the principle of transparency, equity and competitiveness in public procurement.

The subject Notice Inviting Tender (NIT) is an invitation to offer made on the condition that the Bidder will sign the integrity Agreement, which is an integral part of tender/bid documents, failing which the tenderer/bidder will stand disqualified from the tendering process and the bid would be summarily rejected.

This declaration shall form part and parcel of the Integrity Agreement and signing of the same shall be deemed as acceptance and signing of the Integrity Agreement on behalf of the IIPE.

Yours faithfully

Sd/-

Registrar

Forwarding letter for Integrity Agreement

To

Indian Institute of Petroleum & Energy (IPE), Visakhapatnam
530003

Sub: SUBMISSION OF TENDER DOCUMENTS FOR THE WORK OF Rendering Third Party Quality Assurance Services (TPQAS) for THE CONSTRUCTION OF Permanent Campus of IPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P.

NIT Number:

Dear Sir,

I/We acknowledge that IPE is committed to follow the principles thereof as enumerated in the Integrity Agreement enclosed with the tender/bid document.

I/We agree that the Notice Inviting Tender (NIT) is an invitation to offer made on the condition that I/We will sign the enclosed integrity Agreement, which is an integral part of tender documents, failing which I/We will stand disqualified from the tendering process. I/We acknowledge that THE MAKING OF THE BID SHALL BE REGARDED AS AN UNCONDITIONAL AND ABSOLUTE ACCEPTANCE of this condition of the NIT.

I/We confirm acceptance and compliance with the Integrity Agreement in letter and spirit and further agree that execution of the said Integrity Agreement shall be separate and distinct from the main contract, which will come into existence when tender/bid is finally accepted by IPE. I/We acknowledge and accept the duration of the Integrity Agreement, which shall be in the line with Article 1 of the enclosed Integrity Agreement.

I/We acknowledge that in the event of my/our failure to sign and accept the Integrity Agreement, while submitting the tender/bid, IPE shall have unqualified, absolute and unfettered right to disqualify the tenderer/bidder and reject the tender/bid in accordance with terms and conditions of the tender/bid.

Yours faithfully

(Duly authorized signatory of the Bidder)

To be signed by the bidder and the signatory competent / authorised to sign the relevant contract on behalf of IIPE

INTEGRITY AGREEMENT

This Integrity Agreement is made at on this day of 20.....

BETWEEN

IIPE represented through its Registrar, (Hereinafter referred as the 'Principal/Owner', which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

AND

.....

(Name and Address of the Individual/firm/Company)

through (Hereinafter referred to as the (Details of duly authorized signatory)

“Bidder/Contractor” and which expression shall unless repugnant to the meaning or context hereof include its successors and permitted assigns)

Preamble

WHEREAS the Principal / Owner has floated the Tender (NIT No.) (hereinafter referred to as “Tender/Bid”) and intends to award, under laid down organizational procedure, contract for

.....

(Name of work)

hereinafter referred to as the “Contract”.

AND WHEREAS the Principal/Owner values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relation with its Bidder(s) and Contractor(s).

AND WHEREAS to meet the purpose aforesaid both the parties have agreed to enter into this Integrity Agreement (hereinafter referred to as “Integrity Pact” or “Pact”), the terms and conditions of which shall also be read as integral part and parcel of the Tender/Bid documents and Contract between the parties.

NOW, THEREFORE, in consideration of mutual covenants contained in this Pact, the parties hereby agree as follows and this Pact witnesses as under:

Article 1: Commitment of the Principal/Owner

- 1) The Principal/Owner commits itself to take all measures necessary to prevent corruption and to observe the following principles:

- (a) No employee of the Principal/Owner, personally or through any of his/her family members, will in connection with the Tender, or the execution of the Contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - (b) The Principal/Owner will, during the Tender process, treat all Bidder(s) with equity and reason. The Principal/Owner will, in particular, before and during the Tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the Tender process or the Contract execution.
 - (c) The Principal/Owner shall endeavour to exclude from the Tender process any person, whose conduct in the past has been of biased nature.
- 2) If the Principal/Owner obtains information on the conduct of any of its employees which is a criminal offence under the Indian Penal code (IPC)/Prevention of Corruption Act, 1988 (PC Act) or is in violation of the principles herein mentioned or if there be a substantive suspicion in this regard, the Principal/Owner will inform the Chief Vigilance Officer and in addition can also initiate disciplinary actions as per its internal laid down policies and procedures.

Article 2: Commitment of the Bidder(s)/Contractor(s)

- 1) It is required that each Bidder/Contractor (including their respective officers, employees and agents) adhere to the highest ethical standards, and report to the Government / Department all suspected acts of fraud or corruption or Coercion or Collusion of which it has knowledge or becomes aware, during the tendering process and throughout the negotiation or award of a contract.
- 2) The Bidder(s)/Contractor(s) commits himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the Tender process and during the Contract execution:
 - a) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal/Owner's employees involved in the Tender process or execution of the Contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the Tender process or during the execution of the Contract.
 - b) The Bidder(s)/Contractor(s) will not enter with other Bidder(s) 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 cartelize in the bidding process.
 - c) The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act. Further the Bidder(s)/Contract(s) will not use improperly, (for the purpose of competition or personal gain), or pass on to others, any information or documents provided by the Principal/Owner as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

- d) The Bidder(s)/Contractor(s) of foreign origin shall disclose the names and addresses of agents/representatives in India, if any. Similarly, Bidder(s)/Contractor(s) of Indian Nationality shall disclose names and addresses of foreign agents/representatives, if any. Either the Indian agent on behalf of the foreign principal or the foreign principal directly could bid in a tender but not both. Further, in cases where an agent participates in a tender on behalf of one manufacturer, he shall not be allowed to quote on behalf of another manufacturer along with the first manufacturer in a subsequent/parallel tender for the same item.
- e) The Bidder(s)/Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the Contract.
- 3) The Bidder(s)/Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 4) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm indulge in fraudulent practice means a wilful misrepresentation or omission of facts or submission of fake/forged documents in order to induce public official to act in reliance thereof, with the purpose of obtaining unjust advantage by or causing damage to justified interest of others and/or to influence the procurement process to the detriment of the Government interests.
- 5) The Bidder(s)/Contractor(s) will not, directly or through any other person or firm use Coercive Practices (means the act of obtaining something, compelling an action or influencing a decision through intimidation, threat or the use of force directly or indirectly, where potential or actual injury may befall upon a person, his/ her reputation or property to influence their participation in the tendering process).

Article 3: Consequences of Breach

Without prejudice to any rights that may be available to the Principal/Owner under law or the Contract or its established policies and laid down procedures, the Principal/Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder(s)/Contractor(s) and the Bidder/ Contractor accepts and undertakes to respect and uphold the Principal/Owner's absolute right:

- 1) If the Bidder(s)/Contractor(s), either before award or during execution of Contract has committed a transgression through a violation of Article 2 above or in any other form, such as to put his reliability or credibility in question, the Principal/Owner after giving 14 days notice to the contractor shall have powers to disqualify the Bidder(s)/Contractor(s) from the Tender process or terminate/determine the Contract, if already executed or exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of transgression and determined by the Principal/Owner. Such exclusion may be forever or for a limited period as decided by the Principal/Owner.
- 2) Forfeiture of EMD/Performance Bank Guarantee/Security Deposit: If the Principal/Owner has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated/determined the Contract or has accrued the right to terminate/determine the Contract according to Article 3(1), the Principal/Owner apart from exercising any legal rights that may have accrued to the Principal/Owner, may in its considered opinion forfeit the entire amount of Earnest Money Deposit, Performance Guarantee and Security Deposit of the Bidder/Contractor.
- 3) Criminal Liability: If the Principal/Owner obtains knowledge of conduct of a Bidder or Contractor, or of an employee or a representative or an associate of a Bidder or Contractor which constitutes corruption within the meaning of IPC Act, or if the Principal/Owner has substantive suspicion in

this regard, the Principal/Owner will inform the same to law enforcing agencies for further investigation.

4) Article 4: Previous Transgression

- 1) The Bidder declares that no previous transgressions occurred in the last 5 years with any other Company in any country confirming to the anticorruption approach or with Central Government or State Government or any other Central/State Public Sector Enterprises in India that could justify his exclusion from the Tender process.
- 2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the Tender process or action can be taken for banning of business dealings/ holiday listing of the Bidder/Contractor as deemed fit by the Principal/ Owner.
- 3) If the Bidder/Contractor can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal/Owner may, at its own discretion, revoke the exclusion prematurely.

Article 5: Equal Treatment of all Bidders/Contractors/Subcontractors

- 1) The Bidder(s)/Contractor(s) undertake(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Subcontractors/ sub- vendors.
- 2) The Principal/Owner will enter into Pacts on identical terms as this one with all Bidders and Contractors.
- 3) The Principal/Owner will disqualify Bidders, who do not submit, the duly signed Pact between the Principal/Owner and the bidder, along with the Tender or violate its provisions at any stage of the Tender process, from the Tender process.

Article 6- Duration of the Pact

This Pact begins when both the parties have legally signed it. It expires for the Contractor/Vendor 12 months after the completion of work under the contract or till the continuation of defect liability period, whichever is more and for all other bidders, till the Contract has been awarded.

If any claim is made/lodged during the time, the same shall be binding and continue to be valid despite the lapse of this Pacts as specified above, unless it is discharged/determined by the Competent Authority.

Article 7- Other Provisions

- 1) This Pact is subject to Indian Law, place of performance and jurisdiction is the Headquarters of the Principal/Owner, who has floated the Tender.
- 2) Changes and supplements need to be made in writing. Side agreements have not been made.
- 3) If the Contractor is a partnership or a consortium, this Pact must be signed by all the partners or by one or more partner holding power of attorney signed by all partners and consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by board resolution.
- 4) Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact remains valid. In this case, the parties will strive to come to an agreement to their original intensions.
- 5) It is agreed term and condition that any dispute or difference arising between the parties with regard to the terms of this Integrity Agreement / Pact, any action taken by the Owner/Principal in accordance with this Integrity Agreement/ Pact or interpretation thereof shall not be subject to arbitration.

Article 8- LEGAL AND PRIOR RIGHTS

All rights and remedies of the parties hereto shall be in addition to all the other legal rights and remedies belonging to such parties under the Contract and/or law and the same shall be deemed to be cumulative and not alternative to such legal rights and remedies aforesaid. For the sake of brevity, both the Parties agree that this Integrity Pact will have precedence over the Tender/Contact documents with regard any of the provisions covered under this Integrity Pact.

IN WITNESS WHEREOF the parties have signed and executed this Integrity Pact at the place and date first above mentioned in the presence of following witnesses:

.....
 (For and on behalf of Principal/Owner)

.....
 (For and on behalf of Bidder/Contractor)

WITNESSES:

1.
 (signature, name and address)

2.
 (signature, name and address)

Place:

Dated:

BIDDER INFORMATION FORM

Company Name: _____

Registration Number: _____

Registration Address: _____

Name of Partners /Director: _____

City: _____ Postal Code: _____

Company's Establishment Year: _____

Company's Nature of Business: _____

Contact Details:

Contact Name: _____ Designation: _____

Email Id: _____ Mobile No: _____

Company's Legal Status (tick on appropriate option)	1) Limited Company	
	2) Undertaking	
	3) Joint Venture	
	4) Partnership	
	5) Others	
Company Category	1) Micro Unit as per MSME	
	2) Small Unit as per MSME	
	3) Medium Unit as per MSME	
	4) Ancillary Unit	
	5) SSI	6) Others

Other Details

Vendor's PAN No. _____

Vendor's CST No/LST No/WCT No/TIN No: _____

CERTIFICATE BY BIDDER- DPIIT REGISTRATION

(Certificate on Company Letterhead)

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, / if from such a county, has been registered with the Competent Authority (copy of the Registration Certificate enclosed).

I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered for this tender no. _____ dated _____ listed by IIPE Visakhapatnam.

Signature with Date and
Stamp of the Bidder

DECLARATION FOR LOCAL CONTENT

(on OEM's letter Head)

(to be given on Company Letter Head – for tender value below Rs. 10 crores)

(To be given by Statutory Auditor/Cost Auditor/Cost Accountant/CA for tender value above Rs.10 Crores)

Date:

To

The Director
Indian Institute of Petroleum and Energy
Visakhapatnam – 530003

Sub: Declaration of Local Content

Tender Reference No. _____

Name of Tender/ Work: _____

1. Country of Origin of Goods/Services/Work Offered being offered:

2. We hereby declare that items offered has _____ % **local content** (Please mention exact %).
3. Details of location at which local value addition will be made/ made: (Complete address to be mentioned) _____

“Local Content” means the amount of value added in India which shall, be the total value of the item being offered minus the value of the imported content in the item (including all customs duties) as a proportion of the total value, in percent.

“False declaration will be in breach of Code of Integrity under Rule 175 ((1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law.”

Yours Faithfully,

(Signature of the Bidder, with official seal)

**ACCEPTANCE OF TENDER TERMS
(To be given on Company Letter Head)**

Date: DD/MM/YYYY

To,

The Director
Indian Institute of Petroleum and Energy
Visakhapatnam - 530003

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: _____

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender' from the web site(s) namely _____ as per your advertisement, given in the above-mentioned website(s).
2. I/ We hereby certify that I/ we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/ we shall abide hereby by the terms/ conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ Organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/ We hereby unconditionally accept the tender conditions of above-mentioned tender document(s)/ corrigendum(s) in its totality/ entirety.
5. I/ We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/ untrue or found violated, then your department/ Organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including that we can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

INDIAN INSTITUTE OF PETROLEUM AND ENERGY, VISAKHAPATNAM

TECHNICAL BID

Third Party Quality Assurance Services

Tender No: IIPE/Engg/TPQAS/01/2023-24

NAME OF WORK: Rendering Third Party Quality Assurance Services (TPQAS) for Construction of permanent Campus of IIPE Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist., A.P.

Last Date and Time for Submission of Tender:	25-12-2023 upto 03:00 PM
Date and Time of opening of Technical Bid :	26-12-2023 @ 03:30 PM
Pre-bid Meeting:	15-12-2023 @ 11:00 AM

Date and Time of opening of Financial bids will be intimated later to the Technically Qualified Bidders.

Certified that this document contains 4 pages (including this page)

Sd/-
Registrar
IIPE, VISAKHAPATNAM,

Certificate by the Consultant:

Certified that no addition and deletion has been made to the tender documents uploaded to the Tender web site. <https://eprocure.gov.in/eprocure/app>

Signature of the Consultant
Name & Seal
(to be signed during concluding agreement)

INDIAN INSTITUTE OF PETROLEUM AND ENERGY, VISAKHAPATNAM

TECHNICAL BID

Third Party Quality Assurance Services

Tender NO: IPE/Engg/TPQAS/01/2023-24

NAME OF WORK: Rendering Third Party Quality Assurance Services (TPQAS) for IPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist., A.P.

1. Tenders are invited, upto 3.00 PM on 25-12-2023 by the Registrar, IPE Visakhapatnam
2. The bid documents can be downloaded from the Tender web site <https://eprocure.gov.in/eprocure/app>
3. All Tenders, submitted within the stipulated date and time will be opened at 3.00 PM on the stipulated date of opening of the Tender.

INSTRUCTIONS TO BIDDERS

NAME OF WORK: Rendering Third Party Quality Assurance Services (TPQAS) for Construction of permanent Campus of IPE Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist., A.P.

Scope of work:

The scope of the work includes rendering the third-party Quality Assurance services as envisaged under clause 4 of the eligibility bid document for the above project.

Technical bid submission

The bidder shall submit the complete methodology to be adopted along with the technical details, including the following:

- a. Overall plan for the proposed QA services as indicated in the scope of work.
- b. Methodology proposed to be adopted for the QA for the campus construction including all MEP services in the project.
- c. Proposed methodology and software application proposed to be used to track quality issues, communication to various stake holders, escalation matrix, corrective actions and escalation of non-compliance to IPE Visakhapatnam as per the escalation matrix.
- d. Detailed plan for reporting of day to day construction activities with reference to specification, quality,
- e. Number of people proposed to be deployed and the duration of their deployment at site for ensuring quality.
- f. Any other details deemed fit

Letter of Transmittal

Date:

To

Registrar
IPE Visakhapatnam,
Visakhapatnam-530003

Sub: Rendering Third Party Quality Assurance Services (TPQAS) for Construction of permanent Campus of IPE Visakhapatnam at Vangali Village, Sabavarram Mandal, Anakapalli Dist, A.P

Sir,

1. I / We do hereby submit my / our bid in Three covers and if this bid is accepted undertake to provide QA Consultancy Services for the proposed construction works of Permanent Campus at IPE Visakhapatnam.
2. I / We fully understand that the written agreement to be entered into between me / us and IPE Visakhapatnam shall be the foundation of the rights of both the parties and the agreement for the consultancy services shall not be complete until the agreement has first been signed by me / us and then by the officer authorized to enter into contracts on behalf of IPE Visakhapatnam.

Signature of Consultant

Date:

Name:

Seal:

INDIAN INSTITUTE OF PETROLEUM AND ENERGY, VISAKHAPATNAM

FINANCIAL BID

FOR APPOINTMENT OF TPQA CONSULTANT

TENDER NO: IPE/Engg/TPQAS/01/2023-24

**NAME OF WORK: Rendering Third Party Quality Assurance Services (TPQAS) for IPE,
Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P.**

Last Date and Time for Submission of Tender	25.12.2023 upto 03:00 PM
Date and Time of opening of Technical Bid	26.12.2023 @ 03:30 PM
Pre-bid meeting	15.12.2023 @ 11:00 AM

Date and Time of opening of Financial bids will be intimated later to the eligible Consultants.

Certified that this document contains 2 pages (including this page)

Sd/-

Registrar

IPE, VISAKHAPATNAM

Certificate by the Consultant:

Certified that no addition and deletion has been made to the tender documents uploaded to the Tender web site.
<https://eprocure.gov.in/eprocure/app>

Sd/-

Signature of the Consultant Name
& Seal

(to be signed during concluding agreement)

Financial Bid

Tender NO: IIPE/Engg/TPQAS/01/2023-24

NAME OF WORK: Rendering Third Party Quality Assurance Services (TPQAS) for Construction of permanent Campus of IIPE Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P.

S N	Description	Quantity	Unit	Rate in Rs (in Figures)	Rate in Rs (in Words)	Amount in Rs
1	Charges towards Rendering Third Party Quality Assurance Services (TPQAS) as stipulated in the technical bid / tender submissions / proposals / presentations for IIPE, Visakhapatnam at Vangali Village, Sabbavaram Mandal, Anakapalli Dist, A.P. The rate quoted shall be for the period effective from the date of handing over of the site to complete commissioning and handing over of the building / project and it's all components by the main/sub-contractors.	1	Lump sum			
	GST	Extra as applicable				

Total amount Rs (in words) exclusive of GST:

Note:

- 1) The Agency shall submit documentary evidence to IIPE Visakhapatnam for the GST actually paid by them/him/her to the Government of India. The successive running account bills of Consultant will be released only after due verification of GST paid by the Consultant. In case the evidence is not submitted by the Consultant, necessary amount will be withheld against payment of GST. The withheld amount will be released only after payment of the GST and submission of documentary evidence to IIPE Visakhapatnam.
- 2) The Consultant shall prepare the bill in the form of e-M.book as followed by CPWD.

Sd/-

Signature of the Applicant / Tenderer

Date: Registrar Name:

Seal: (to be signed during concluding agreement)