



**GOVERNMENT OF TELANGANA**  
**Roads and Buildings Department**

**PRE-QUALIFICATION**  
**BID DOCUMENT**

**For Shortlisting of Contractors/Agencies/Firms for the Proposed  
Building works under the jurisdiction of (R&B) Headquarters Circle,  
in Hyderabad City.**

**Superintending Engineer(R&B)**  
**Headquarters Circle,**  
**Hyderabad, Telangana.**

# **PRE QUALIFICATION BID DOCUMENT**

**For Shortlisting of Contractors/Agencies/Firms for the Proposed  
Building works under the jurisdiction of (R&B) Headquarters Circle,  
in Hyderabad City.**

Issued to

---

---

---

---

Last Date & Time for Receipt of the PRE-Q Documents:  
**12.01.2016 Before: 3.00 P.M.**

**Superintending Engineer(R&B)  
Headquarters Circle,  
Hyderabad, Telangana.**

**Note:** This PRE-Q Document contains 37nos. of Pages. Do not detach any pages from this set, which must be returned intact duly signed on each page at the appropriate place.

## **INDEX**

SECTION – I	Introduction / Scope of the Project	Page.4
SECTION – II	Bidders Eligibility Criteria	Page.11
SECTION – III	Tender Process: General Conditions & Instructions	Page.16
SECTION –IV	Evaluation Criteria: Selection Process	Page.21
SECTION – V	Contents of the Proposal	Page.24

## **SECTION - I**

### **INTRODUCTION / SCOPE OF THE PROJECT**

The (R&B) Headquarters Circle, Hyderabad, Government of Telangana deals with the construction and Maintenance of VVIP Buildings such as Rajbhavan – Residence and Office of the Hon'ble Governor, Hon'ble Chief Minister's Residence and Office, Residences of Hon'ble Ministers, MLA Quarters, Senior IAS/IPS Officers quarters, Judicial Buildings such as High Court, Residence of Hon'ble Justice, Hon'ble Judges of High Court and City Civil Court etc in Hyderabad City.

The proposed works are under VIP zone which are highly secured and restricted zones and are to be completed within a short period under Design & Build System. The period of construction will not be more than six months and hence the prospective contractor has to mobilize the men, material and equipment abundantly at the site and carryout the work during day time only. Necessary clearances from time to time as required are to be obtained from local police for the movement of men, material and equipment to the site. In addition the work should be carried out without causing any disturbance/ hindrance to occupying dignitaries in VIP zones.

## **NOTICE INVITING TENDER**

1	Department Name	Roads & Buildings Department, Government of Telangana State
2	Tender Number	22/T1/SEHQC/CMR Pre-Q/2015-16, Dt.29.12.2015
3	Tender Subject	Request for Pre-Qualification for Shortlisting of Contractors /Agencies / Firms for the Proposed Building works under the jurisdiction of (R&B) Headquarters Circle in Hyderabad City.
4	Period of Contract	6 months
5	Form of Contract	Item Rate Contract under Design & Build
6	Tender Type	Open
7	Tender Category	Pre-Qualification of Contractor
8	Processing Fee and Sales Tax payable to	P.A.O. (Works & Projects), Hyderabad and CTO, Basheerbagh, Hyderabad
9	Submission of separate DDs for Processing Fee and Sales Tax	should be submitted alongwith Bid a DD for Rs.5,000.00(Rupees Five Thousand Only) towards processing fee and Rs.600.00(Rupees Six Hundreds only) towards sales tax in favor of PAO(W&P) Hyderabad and CTO Basheerbagh, Hyd respectively.
10	Place of Tender Opening	Office of the Superintending Engineer, Headquarters Circle, Hyderabad
11	Officer Inviting Bid	Superintending Engineer, Headquarters Circle, Hyderabad
12	Contact persons	Superintending Engineer, Headquarters Circle, Hyderabad, Landline No:23232762 Cell No: 9440818039
13	Address/ E-mail ID	Office of the Superintending Engineer, Headquarters Circle, Khairatabad, Hyderabad Email Id: serb_hqr@yahoo.co.in
14	General terms & Conditions	As per Tender Document

## **DEFINITIONS**

<b>S.no</b>	<b>Term</b>	<b>Definition</b>
1.	Authority	Roads & Buildings Department, Government of Telangana
2.	Client	Engineer-in-Chief(R&B), Buildings, Telangana State
3.	Project	Proposed Building works under the jurisdiction of (R&B) Headquarters Circle in Hyderabad City.
4.	Pre-Qualification	Written solicitation that convey to the applicant, requirements submission of proposal/ documents for Pre-qualification for Shortlisting of Contractors /Agencies / Firms for the Proposed Building works under the jurisdiction of (R&B) Headquarters Circle in Hyderabad City.
5.	Bidder /Applicant	Means the individual, proprietary concern, partnership firm, private or public limited company applying for the pre-qualification.
6.	Year	"Financial Year" unless stated otherwise.
7.	HVAC	Heat, Ventilation and Air-Condition.
8.	Month/Week	The Month shall mean calendar month & Week shall mean calendar week

## **FACT SHEET**

<b>Item</b>	<b>Details</b>
Publication of Tender Document	30-12-2015
Availability of Pre-qualification Documents	From 30-12-2015 on website <a href="http://roadbuild.telangana.gov.in">http://roadbuild.telangana.gov.in</a>
Submission of bid documents at any of the Places	<ol style="list-style-type: none"><li>1. Engineer-in-Chief(R&amp;B), Buildings, Erramanzil, Hyderabad, 500082</li><li>2. Superintending Engineer(R&amp;B), Headquarters Circle, Khairathabad, Hyderabad, 500004.</li></ol>
Last Date and Time for submission of Bids	12-01-2016 at 3.00 PM
Opening of Pre-Qualification document	12-01-2016 at 3.30 PM
Place of opening of Bid documents	Office of the Superintending Engineer, Headquarters Circle, Khairatabad, Hyderabad
Method of selection	Should qualify as per pre-qualification criteria.
Cost of Pre-qualification Document processing fee and payment details	Rs.5,000/- + Rs.600/- (towards sales tax) (Two separate DDs) in favour of P.A.O. (Works & Projects), Hyderabad and C.T.O., Basheerbagh, Hyderabad, respectively
Approximate cost of the project	Rs.33.00Crores
Period of completion of project	6 Months.
Approximate area of construction	Around 1 Lakh Sft.

**INVITATION FOR PRE-QUALIFICATION**



**Government of Telangana**  
**Roads and Buildings Department**

Pre-Qualification Bid Notification No: 22/T1/SEHQC/CMR Pre-Q/2015-16,

Dated:29.12.2015

1. The Government of Telangana is intending to develop infrastructure facilities for the VIPs. The proposed works are under VIP zone which are highly secured and restricted zones and are to be completed within a short period on war footing basis and are to be completed within six months from the commencement. Hence in order to identify experienced and efficient contractors who can complete the works within the time frame, pre-qualification of bidders is taken up.
2. The Government intends to shortlist experienced BIDDERS in the first stage and seek the bids from the Pre-Qualified BIDDERS in the second stage. The intending BIDDERS shall have proven experience and good track record of undertaking tasks in executing major building projects of similar nature during the last five years i.e. from 2010-2011 to 2014-2015.
3. The Pre-Qualification Documents containing basic information including various formats for submitting data may be downloaded from the website <http://roadbuild.telangana.gov.in> from 30-12-2015 onwards.
4. Applicants shall submit the processing fee of Rs.5,000/- + Rs.600/- (towards sales tax) (Two separate DDs) in favour of P.A.O. (Works & Projects), Hyderabad and C.T.O., Basheerbagh, Hyderabad, respectively. No application will be entertained if not accompanied with processing fee.
5. Bidding is open to Registered BIDDERS/ Firms/ Companies subject to their eligibility as envisaged in the Pre-Qualification Documents.
6. The filled in Pre-Qualification Documents shall have to be submitted in person by the bidders or his authorized representatives latest by 03.00 P.M. on 12.01.2016 in the office of the Engineer-in-Chief(R&B), Buildings, Erramanzil, Hyderabad or in the office of the Superintending Engineer(R&B), Headquarters Circle, Khairatabad, Hyderabad. The documents received after the due date and time shall not be accepted.
7. This Pre-Qualification document is neither an agreement nor an offer by the Superintending Engineer, Headquarters Circle, Hyderabad to the prospective Applicants or any other person. The purpose of this Pre-Qualification document is to provide information to the

interested parties that may be useful to them in the formulation of their proposal pursuant to this Pre-Qualification document.

8. Superintending Engineer, Headquarters Circle, Hyderabad will not be responsible for any delay in receiving the proposals. The issue of this Pre-Qualification does not imply that Superintending Engineer, Headquarters Circle, Hyderabad is bound to shortlist Applicant contractors. Superintending Engineer, Headquarters Circle, Hyderabad reserves the right to accept/reject any or all of proposals submitted in response to this Pre-Qualification document at any stage without assigning any reasons whatsoever. Superintending Engineer, Headquarters Circle, Hyderabad also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the Pre-Qualification.
9. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. Superintending Engineer, Headquarters Circle, Hyderabad accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
10. Superintending Engineer, Headquarters Circle, Hyderabad reserves the right to change/ modify/ amend any or all provisions of this Pre-Qualification document. Such revisions to the Pre-Qualification amended Pre-Qualification will be made available on the website of R&B Department, Government of Telangana.

## SECTION – II

### **BIDDERS ELIGIBILITY CRITERIA**

1. The Bidder shall have been involved in the Civil Engineering Construction Business for last Ten years or more and should have specific experience of the project (Multi-storied / Institutional / Public office / Corporate office / Head quarter building / Residential Buildings)
2. BIDDERS registered in Special Class (Civil) or appropriate equal class in Central Govt. / State Govt. Departments/Undertakings are also eligible. Contractors registered with CPWD / PWD / MES / IIT / Railways / Government Departments / Public Sector Undertakings who fulfill the following requirements shall be eligible to apply. Application from joint ventures shall not be accepted.
3. The bidder shall have satisfactorily executed under Design and Build System of contract in any one financial year during last five financial years i.e., from 2010 – 2011 to 2014 – 2015 in the same name & style in Central/State Government departments (or) Central/State Autonomous Bodies (or) Central/State Public Sector Undertakings, as under.
  - (i) Three similar works each (under single contract) costing not less than Rs.24.00 Crores  
Or  
Two similar works (under single contract) each costing not less than Rs.36.00 Crores  
Or  
One similar work (under single contract) costing not less than Rs.48.00 Crores.
4. Design Setup: The applicant should have in house, adequate infrastructure, manpower resources for carrying out detailed Design services for Design & Build Projects. The Applicant shall provide a description of Design services setup including list of personnel with their qualification and experience. The applicant shall also provide a list of licensed software used for the Architectural & structural design services.

Note: Similar work shall mean “Design and Build of Multistoried Residential / Institutional / Buildings with RCC / RCC composite framed structure including finishing, public health, internal and external electrical works, firefighting works, Access Control Systems, Building Management System, CCTVs/CA TVs, Data Points, HVACs and lifts” executed in India.

In addition the applicant should satisfy the following:

- (i) Shall have valid registration in Class I or Equivalent in PH Engineering for executing Water supply & Sanitary Engg. Works and should have completed single similar work of not less than Rs.4.00 Crores under single contract in any one financial year during last five financial years i.e., from 2010 – 2011 to 2014 – 2015. Sub Contractor's/ GPA holder's experience will not be taken into account.
- (ii) Shall have valid registration in Class I or Equivalent in Electrical Engineering and license of 11 KVA Grade or more and should have completed single similar work of not less than Rs.10.00 Crores under single contract in any one financial year during last five financial years i.e., from 2010 – 2011 to 2014 – 2015. Sub Contractor's/ GPA holder's experience will not be taken into account.

BIDDERS should be registered in Central Govt. / State Govt. Departments/Undertakings are eligible. Contractors registered with CPWD / PWD / MES / IIT / Railways / Government Departments / Public Sector Undertakings shall be eligible to apply.

(The Bidder Should enclose the experience certificates issued by an officer not below the rank of Executive Engineer or equivalent and counter signed by the officer of rank not less than Superintending Engineer or equivalent or higher)

5. Bidder should have completed at-least one green building project in the last ten years certified by GRIHA or IGBC LEED or USGBC LEED in Government/Private projects. Preference will be given to the Applicant who got Gold Rated (for LEED Rating) or Three star rated (for GRIHA Rating) in at least any one Government / Private projects.
6. Bidder should have experience in Building Management Systems for lighting, DG sets, AC plants, fire alarm, pumps, access controls and other related security systems etc. in any one Government / Private projects.
7. The Bidders are required to furnish solvency and capability certificate from any nationalized bank/scheduled Commercial Bank for Rs.30.00 Crores. The applicant shall submit the solvency certificate, not older than six months prior to Opening date of pre-qualification document.

8. The Company should have positive Net worth of Rs.50.00 Crores. (average of last 5 years) and should have not incurred loss in last 5 years ending F.Y. 2014-15 duly certified by Chartered Accountant/statutory auditors specifying the net worth of the Applicant(s), as at the close of the preceding financial year, and also specifying that the methodology adopted for calculating such net worth conforms to the provisions of this Clause. For the purpose of this pre-qualification, net worth (the "Net Worth") shall mean the sum of capital (paid up capital in case of companies) and reserves from which shall be deducted the sum of revaluation reserves, miscellaneous expenditure not written off and reserves not available for distribution to equity shareholders (in case of companies)
9. The applicant should not have any litigation(s) in process. The applicant must submit information of on-going litigations and litigations had in the past Five years. In the event that the applicant has no litigations either in process or in the past 5 years, an affidavit to this effect, duly notarized must be submitted in original.
10. The value of works shall be brought to current costing level i.e., 2015-16 year level by enhancing the actual value of work at simple rate of 10% per annum: calculated from the date of completion to last date of receipt of applications for Pre-Q documents.
11. For this purpose, cost of work shall mean gross value of the completed work including the cost of materials supplied by the Govt. /Client, but excluding those supplied free of cost.
12. The applicant must submit an undertaking that up to date tax returns have been filed along with copies of such returns submitted to the IT department/ Department of Trade & Taxes.
13. The applicant shall own construction equipment as per list (Form V) required for the proper and timely execution of the work. Else, he shall certify that he would be able to manage the equipment by hiring etc. and submit the list of firms from whom he proposes to hire the equipment and the ownership details of hirer. Documentary evidence to this effect should be submitted.
14. The applicant shall have sufficient number of Architectural, Structural, Technical, Plumbing, Firefighting, Electrical, air-conditioning and Administrative employees for the Design and proper execution of the contract work. The applicant shall submit a list of the employees stating clearly how they would be involved in this work.

15. Minimum requirement of Technical Staff for this work furnished as under shall be assessed for evaluation:

Applicant shall submit the supporting Documents such as:

- a) List of full time Technical staff he proposes to deploy against the work with name qualification and experience each along with complete CV.
  - b) Attested copies of Degree/Diploma & Experience certificate.
  - c) Declaration from the Technical staff that they are employed with the applicant
16. Shall not be black listed by any State/Central Department or PSU or Autonomous bodies. The applicant must submit a duly notarized affidavit to this effect. Applications received without this declaration in original shall stand automatically rejected.
17. **Bid capacity.**  
The tenderer who meets the above qualification criteria and whose available bid capacity is more than the estimated contract value will be qualified. The available bid capacity will be calculated as under:

**Available Bid Capacity : 2AN-B.**

Where,

A= Maximum value of civil engineering works executed in its name in any one financial year during the last five financial years (updated to 2015 - 2016 Price level) taking into account the works completed as well as works in progress.

N= Number of years prescribed for completion of the work for which Tenders are invited [months / 12].

B= Updated value (at current Price level), of all existing Commitments i.e., ongoing works, works likely to be awarded to be executed during the next 12 months (Period of completion for which Tenders are invited).

Annual turnover cost of completed works and balance works on hand etc., shall be updated by giving weightage of 10% per year to bring them to current price level.

No relaxation will be given to any of the qualification criteria.

***The applicant shall submit the calculation sheet of Bid Capacity and also indicate value of balance work in hand. (Certified by a Chartered Accountant)***

18. The bidding Constructing Agencies/ Firms/ Contractors:
  - i. Should also enclose the attested copies of the relevant documents for evaluating their qualification criteria.
  - ii. Shall sign on all the statements, documents, certificates furnished for evaluation, owning responsibility for their correctness/.authenticity. The bidders will be subjected to disqualification if they found to have misled or made false representation in the forms, statements submitted in proof of the qualification requirements or record of poor response such as absconding of works, not properly completed in the contract, inordinate delays in completion, litigation history and financial failures etc.
  - iii. Shall note that, their bid will be invariably rejected if found that they have engaged in corrupt and fraudulent practices in competing for the bid at any time and afterward.
  - iv. Shall also note that they shall be aware of the provisions stated in the General Condition of Contracts.
19. The Qualified Constructing Agencies/ Firms/ Contractors will be intimated once they are selected.
20. Notwithstanding anything stated elsewhere in these documents, the Superintending Engineer (R&B), Headquarters Circle, Hyderabad reserves right to seek updated information from the bidders to ensure their continued eligibility. Bidders have been on notice that they may be disqualified if it is determined by the Superintending Engineer (R&B), Headquarters Circle, Hyderabad at any stage of the process that the Bidder will be unable to fulfill the requirements of the project or fail to continue to satisfy the eligibility criteria. Supplementary information or documentation regarding qualifications may be sought from bidders at any time and must be so provided within a reasonable time frame stipulated by the Superintending Engineer (R&B), Headquarters Circle, Hyderabad.
21. The decision of the Superintending Engineer (R&B), Headquarters Circle, Hyderabad regarding any Bidder's eligibility or otherwise will be final and binding and the Superintending Engineer (R&B), Headquarters Circle, Hyderabad would be under no obligation to inform any bidder of the grounds of such decision.

**SECTION - III**

**TENDER PROCESS:**  
**GENERAL CONDITIONS & INSTRUCTIONS**



1. The Bidders are expected to examine all the instruments, forms, lay out plans and other information in the PRE-Q Documents including any written clarifications and amendments thereof.
2. Failure to furnish all the information sought in required formats in accordance with this Pre-Q bid document in every respect may result in the rejection of Applications.
3. The Bidder shall bear all the costs associated with the submission of prequalification bid documents, including site visits, data gathering, and the like, as well as any and all discussions or negotiations of whatever sort including contractual matters. The Superintending Engineer (R&B), Head quarters Circle, Hyderabad will not be responsible or liable for any such costs, regardless of the conduct or outcome of the prequalification process.
4. The information that Superintending Engineer (R&B), Head quarters Circle, Hyderabad is in a position to furnish is limited to the PRE-Q and any amendments/ clarifications thereon. The Bidders are advised to collect and obtain any other information that may be necessary for submission of applications on their own responsibility. The Bidder shall be deemed to have satisfied himself before submitting prequalification bid documents & mere submission of responsive prequalification bid documents does not ensure selection of the Bidder.
5. Applicants are advised to keep visiting the website mentioned from time to time (till the deadline for Pre-Qualification bid submission) for any updates in respect of the Pre-Qualification bid notice, if any. Failure to do so shall not absolve the applicant of his liabilities to submit its Pre-Qualification bid application complete in all respects including updates thereof, if any. An incomplete application may be liable for rejection.
6. The Applications prepared by the Bidder and all correspondence and documents related to the Applications exchanged by the Bidder and the Superintending Engineer (R&B), Head quarters Circle, Hyderabad shall be written in **English**.
7. The Bid Applications shall be opened at the time, date and the venue specified in the Invitation to Bid. The Bidders or their authorized representatives may attend the opening and shall sign register as proof of their attendance. The envelopes marked 'Withdrawal' shall be opened & read out first.
8. The Superintending Engineer (R&B), Head quarters Circle, Hyderabad reserves right to examine the responsive prequalification bid documents whether they are complete, whether they are generally in order. Any prequalification bid document found to be non-responsive

for any reason or not meeting the criteria specified in the prequalification bid document will be rejected by the Superintending Engineer (R&B), Head quarters Circle, Hyderabad and will not be included for further consideration.

9. The Superintending Engineer (R&B), Head quarters Circle, Hyderabad may at his discretion call for meeting(s)/ presentations with any or all Bidders to clarify on any information. The final evaluation of prequalification bid documents will take such clarification into account.
10. The Bidders shall use prequalification Bid documents supplied in original for the purpose. The Bidders are free to enclose additional information as the case may be, stipulating to the Bid conditions. The Bidder or a person authorised to bid on behalf of the Bidder to the contract, shall sign on all the pages of the PRE-Q documents. Any corrections, erasures or overwriting shall be only valid if the person signing the PRE-Q bid document initials them.
11. All the envelopes shall be sealed properly and the outer envelop shall be addressed to Superintending Engineer (R&B), Head quarters Circle, Hyderabad and will assume no responsibility on Superintending Engineer (R&B), Head quarters Circle, Hyderabad for the Application misplacement or premature opening.
12. The Superintending Engineer (R&B), Head quarters Circle, Hyderabad reserves the right to **accept** or **reject** any or all the prequalification bid documents and to annul the Pre-Qualification process at any time without thereby incurring any liability. The Superintending Engineer (R&B), Head quarters Circle, Hyderabad would be under no obligation to inform the affected Bidders of the grounds of his action.
13. The applicable law for the prequalification documents would be Indian Law and the applicable jurisdiction shall be Hyderabad, Telangana, India.
14. It is required that Bidders, their suppliers and BIDDERS to observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy Superintending Engineer (R&B), Head quarters Circle, Hyderabad will reject a prequalification at any stage, if it is determined that the Bidder recommended for selection has engaged in corrupt practices in competing for the contract in question.

## **CHECK LIST FOR THE PRE-QUALIFICATION BID DOCUMENT**

### I. Evaluation Instruments

### II.

#### 1. Form I – Letter of Application

#### 2. Form II – Basic Information

##### 1. Firms Registration particulars

#### 3. Form III – Financial capability

- a. Attested copies of the financial audited accounts including balance sheet and profit & loss account duly certified by the Chartered Accountant for the past five financial years.
- b. If the Bidder is a company, annual reports along with the audited reports under the companies act for the past five financial years.
- c. The Bidders are required to furnish solvency and capability certificate from any nationalized Bank/Scheduled Commercial Bank for Rs.30.00 Crores.
- d. Copy of Permanent Account Number (PAN) Card and copy of latest Income Tax returns submitted along with proof of receipt
- e. Copy of the latest Vat registration certificate along with clearance certificate

#### 4. Form IV – Experience Evaluation

1. Testimonials from clients for whom the Bidders had executed same type of work during last five years. The Bidder shall establish in their testimonials to prove that they have executed and completed successfully works comprising of major building projects in either multi-storied Commercial / Institutional / Public office / Corporate office / Head quarter building / Residential Buildings costing not less than the amount specified in the Section – II: Bidders Eligibility Criteria. Experience certificates shall have to be issued by an officer not less in rank than Executive Engineer and shall have to be counter signed by an officer not less in rank than Superintending Engineer.

#### 5. Form V – Equipment evaluation

#### 6. Form VI – Human Resources evaluation

#### 7. Form VII – Litigation History

#### 8. Form VIII – Solvency Certificate

9. Form IX – Bio-data for Technical Personnel along with copies of qualification certificates, duly attested by a Gazetted Officer.

Note: All the copies of the certificates and documents in support of any proof as sought in the prequalification bid documents shall have to be self attested by the bidder. Non-compliance of the same will result in disqualification.

**SECTION – IV**

**EVALUATION CRITERIA:**  
**SELECTION PROCESS**

1. The process of evaluation of PRE-Q Bid Applications has been designed to rest on **past development experience of the Bidders in relation to the development concepts defined.**

2. **Evaluation Criteria for Pre-Qualification**

For the purpose of pre-qualification, applicants will be evaluated in the following manner:

- 2.1 The initial criteria prescribed earlier in this document under PRE-QUALIFICATION CRITERIA in respect of experience of similar works completed, financial turn over, bidding capacity, and certifications will first be scrutinized and the applicant's minimum eligibility for pre-qualification for the work shall be determined. Only those Applicants who meet the minimum eligibility criteria specified under PRE-QUALIFICATION CRITERIA shall qualify under this Section and all other applicants shall automatically stand disqualified.

- a. Financial Capabilities:

1. Attested copies of the financial audited accounts including balance sheet and profit & loss account duly certified by the Chartered Accountant shall be furnished for the past five financial years, namely:

1<sup>st</sup> April 2010- 31<sup>st</sup> March 2011

1<sup>st</sup> April 2011- 31<sup>st</sup> March 2012

1<sup>st</sup> April 2012- 31<sup>st</sup> March 2013

1<sup>st</sup> April 2013- 31<sup>st</sup> March 2014

1<sup>st</sup> April 2014- 31<sup>st</sup> March 2015

2. If the Bidder is a company, annual reports along with the audited reports under the Companies Act certified by the auditors shall be furnished for the past five financial years, namely:

1<sup>st</sup> April 2010- 31<sup>st</sup> March 2011

1<sup>st</sup> April 2011- 31<sup>st</sup> March 2012

1<sup>st</sup> April 2012- 31<sup>st</sup> March 2013

1<sup>st</sup> April 2013- 31<sup>st</sup> March 2014

1<sup>st</sup> April 2014- 31<sup>st</sup> March 2015

Resource mobilization will be judged by the fund and non-fund based facility, solvency and capability certificate from any nationalized bank available to the Bidder. The Bidders are required to furnish solvency and capability certificate from any nationalized bank/Scheduled Commercial Bank equivalent to a minimum of 10% of the cost of the total contract.

b. Technical Capabilities

The past experience of the Bidder is established from record of successful execution and completion of similar type of works in time and in a workman like manner. For the purpose of establishing technical capabilities the Bidders shall submit testimonials from clients for whom the Bidders had executed same type of work during last five years. The Bidder shall establish in their testimonials to prove that they have executed, completed, commissioned successfully works comprising of major building projects in either Residential/ Non-residential/ commercial sectors costing not less than the amount specified in the **Section-II: Bidders Eligibility Criteria, in a single financial year in the last five years. The present cost of each of the jobs completed by the Bidders in the past will be calculated based on the escalation of 10% per annum.**

c. Organization Capabilities

The Bidders organizational capability will be judged based on the data furnished by him in respect of personnel, construction plant and equipment for the jobs quoted as past experience. The Bidders are required to confirm that he has adequate qualified personnel with relevant experience in his employment and that he also possesses adequate construction & quality testing equipment in working condition and he would deploy the same in case he is qualified. Bidders are also expected to give an undertaking that he will deploy adequate supporting staff and any additional construction equipment for completing the job in time.

- The Bidders who meets the specified minimum requirements in respect of financial standing, past experience and organizational capabilities will only be considered for the specially designed selection process. Sub-Contractor's experience and resources will not be taken into account in determining the Bidder's compliance with the qualifying criteria.

Even though an applicant may satisfy the eligibility requirements and has been prequalified, he would be liable to disqualification if he has:

- (a) Made misleading or false representation or deliberately suppressed any information in the forms, statements or enclosures required in the pre-qualification document.
- (b) Obscured/ deliberately hidden record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses, etc.

**SECTION - V**

**CONTENTS OF THE PROPOSAL**



**FORM - I**

**LETTER OF APPLICATION**

Name and Address of the BIDDER:

Telephone No :  
Fax No :

Date...

To,  
The Superintending Engineer (R&B),  
Head quarters Circle, Hyderabad

Sir,

1. Being duly authorised to represent and act on behalf of \_\_\_\_\_  
\_\_\_\_\_ and having reviewed and fully understood  
all the Bid information provided, I/we hereby apply to be selected by the  
Superintending Engineer (R&B), Head quarters Circle, Hyderabad as a  
Bidder for the Project of \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
2. Attached to this letter are copies of original documents defining<sup>1</sup>:
  - (a) The applicant legal status;
  - (b) The principal place of business; and
  - (c) The place of incorporation (for applicants who are corporations); or  
the place of registration and the nationality of the owners (for the  
applicants who are partnerships or individually-owned firms)
3. I/we authorize the Superintending Engineer (R&B), Head quarters Circle,  
Hyderabad or its representatives to conduct any inquiries or investigations  
to verify the statements, documents and information submitted in  
connection with this application and to seek clarification from our bankers  
and clients regarding any financial & technical aspects, resources,  
experience and competence.
4. The following persons may be contacted for further information<sup>2</sup> if any  
required:

<b>General &amp; Managerial Inquiries</b>	
1. Name	1. Telephone
2. Name	2. Telephone
<b>Personal Inquiries</b>	

<sup>1</sup> For applications by joint ventures, all the information in the Para -1 of this section '**Contents of the Proposals**' shall be enclosed as requested.

<sup>2</sup> Applications by joint ventures should provide on separate sheet equivalent information for each party to the application.

1. Name	1. Telephone
2. Name	2. Telephone
<b>Telephonic Inquiries</b>	
1. Name	1. Telephone
2. Name	2. Telephone
<b>Financial Inquiries</b>	
1. Name	1. Telephone
2. Name	2. Telephone
<b>eMail Addresses</b>	
1. Name	1. email id
2. Name	2. email id

5. This application is made in the full understanding that:
- (a) Applications by prospective Bidders will be subject to verification of all information submitted at the time of bidding;
  - (b) The Superintending Engineer (R&B), Head quarters Circle, Hyderabad reserves the right to:
    - Amend the scope and value of any contract bid under this project, in such event, bids will only be called from bidders who meet the revised requirements and
    - Reject or accept any application, cancel the selection process, and reject all applications and
  - (c) The Superintending Engineer (R&B), Head quarters Circle, Hyderabad shall not be liable for any such actions and shall be under no obligation to inform the applicant of the grounds for them.
6. The under signed declare that the statements made and the information provided in the duly completed application are complete, true and correct in every detail.

Name :

Signature :

Date :

Designation :

Seal of the Company

**FORM - II**

**INFORMATION ABOUT APPLICANT**

**1. IN CASE OF INDIVIDUAL**

i	Name of Business	:	
ii	Name of Owner	:	
iii	Whether his business is	:	
iv	Date of commencement of	:	

**2. IN CASE OF PARTNERSHIP –**

i	Name of Partners	
ii	Reference of the partnership registration	
iii	Date of establishment of firm	
iv	If each of partners of the firms pays Income Tax over Rs. 10,000/- per year and if not which for them pays the same	
v	Copies of partnership deed, if any	

**3. IN CASE OF COMPANY LIMITED BY SHARES OR COMPANY LIMITED BY GUARANTEE.**

i	Amount of paid up capital	
ii	Names of Directors	
iii	Date of Registration of Company	
iv	Certified copies of Memorandum and Article of Association of	
v	Name of directors & Officers with designation, concerned with the work.	
vi.	Designation of individuals authorized to act for the Organization.	
vii.	Was the applicant ever required to suspend construction for a period of more than six months continuously after commencement of the construction? If so, give the name of the project & reasons of suspension of work.	
viii.	Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.	

ix.	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.	
x	Has the applicant or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.	
xi	Registration details:	
	a) Registration with CPWD/ MES/ Railways/ BSNL/ State Govt. / State Govt. undertaking	
	b) Electrical 33 KV or more KV license	
	c) PH Registration.	
	d) EPF No. valid up to	
	e) Sales Tax No. valid up to	
	f) Clearance of Sales Tax up to	
	g) ITCC valid up to <b>(Copies to be enclosed)</b>	
xii	Any other information considered necessary but not included above.	

**Signature of the Applicant  
with seal**

Name :  
Signature :  
Date :  
Designation :

Seal of the Company

**FORM - III**

**FINANCIAL CAPABILITY**

Name of the Applicant					
Bidders should provide financial information to demonstrate that they meet the requirement stated in the instructions to applicants. Each Bidder must fill in this form. If necessary, use separate sheets to provide complete banker information. A copy of the audited balance sheets should be attached.					
Name of the Banker					
Address					
Telephone, Fax etc					
Financial Information	Previous Five Years				
	2009-10	2010-11	2011-12	2012-13	2013-14
1. Total Assets					
2. Current Assets					
3. Total Liabilities					
4. Current Liabilities					
5. Liquid Assets					
6. Stock of outstanding					
7. Profits before tax					
8. Profits after tax					
9. Average Annual Turnover					
10. Bank Overdrafts and Capability Limit for furnishing bank guarantees (to be certified by the bank)		Rs.			
11. Current Credit Resources		Rs.			
12. Solvency Amount		Rs.			
The firm should produce the solvency certificate from any nationalized bank for an amount not less than <b>the amount specified in the Section-II: Bidders Eligibility Criteria</b> for the work. The latest solvency certificate issued not earlier than June, 2014 shall be in pro-forma enclosed.					
13. Bonding Capacity					
Name of the Institution					
Bondable Amount		Rs.			

14. Value of Contracts for which firm would tender	Maximum	Rs.
	Minimum	Rs.
15. Copy of Permanent Account Number (PAN) Card and copy of latest Income Tax returns submitted along with proof of receipt	If Enclosed, Details:	Not enclosed

Name :

Signature :

Date :

Designation :

Seal of the Company

**FORM - IV**

**EXPERIENCE EVALUATION**

DETAILS OF ALL WORKS OF SINGLE SIMILAR NATURE COMPLETED DURING THE LAST FIVE YEARS ENDING 31<sup>st</sup> March 2015.

Sl. No.	Name of Project & Location	Owner or	Value of work at completion (Rs. In lakhs)	Updated present value with multiplying factor (Rs. In	Date of commencement as per	Stipula date of comple	Actual of completi	Litigation/ Arbitration pending/in progress details.	Refer

Name :

Signature :

Date :

Designation :

For and on behalf of (Name of applicant)

Seal of the Company

PROJECTS UNDER EXECUTION  
OR AWARDED

Sl. No.	Name of work / Project & Location	Owner or Organization Contact Particulars	Value of work (Rs. In lakhs)	Date of commencement as per contract	Stipulated date of completion	Present Status (% Completed)	Expected date of completion	Reasons for slow progress if any	Remarks

Certified that the above list of work is complete and no work has been left out and that the information given is correct to my knowledge and belief.

Signature of Applicant(s)

*\*The above information shall be supported with copies of Award Letter / Work order/LOI.*



**FORM - V**

DETAILS OF CONSTRUCTION PLANT AND EQUIPMENT LIKELY TO BE  
USED IN CARRYING OUT THE WORK

Sr No	Name of Equipme	No.	Capacity	Age & Condi	Ownersh ipstatus	Remarks

Details shall be submitted separately for:

- Earth moving equipment
  1. Excavators (various sizes) – 1 No.
- Equipment for hoisting/ lifting
  2. Tower crane
- Equipment for concrete work
  1. Concrete batching plant (Fully/Semi-Automatic) not less than 30 Cum/Hr – 1 No.
  2. Concrete pump – 1 No.
  3. Concrete transit mixer – 3 Nos.
  4. Needle vibrator (petrol) – 6 Nos.
  5. Pan vibrator (petrol) – 3 Nos.
  6. Placer boom – 1 No.
- Equipment for building work
  - 1 Bar bending machine – 2 Nos.
  - 2 Bar cutting machine – 2 Nos.
  - 3 Drilling machine – 1 No.
  - 4 Cube testing machines – 1 No.
  - 5 Steel shuttering – 4000 Sq.mts
  - 6 Steel scaffolding

Name :

Signature :

Date :

Designation :

For and on behalf of (Name of applicant)

Seal of the Company

**FORM - VI**

**HUMAN RESOURCES EVALUATION**

<b>Name of the Applicant:</b>				
<b>Personnel proposed by the applicant for the proposed contract</b>				
<b>Sl</b>	<b>Description</b>	<b>Experi ence</b>	<b>Number of persons employed to carry out similar jobs</b>	<b>Number of persons proposed for re- deployment for the proposed work</b>
<b>1</b>	<b>Senior Engineers - Civil- Architectural, Design, Execution Etc</b>			
<b>2</b>	<b>Senior Engineers - Electrical</b>			
<b>3</b>	<b>Junior Engineers - Civil</b>			
<b>4</b>	<b>Junior Engineer - Electrical</b>			
<b>5</b>	<b>Supervisors - Civil</b>			
<b>6</b>	<b>Supervisors - Electrical</b>			
<b>7</b>	<b>Skilled workers</b>			
<b>8</b>	<b>Semi-skilled/Un-skilled workers</b>			
<b>9</b>	<b>Accounts/ Stores/ Others</b>			

Name :

Signature :

Date :

Designation :

Seal of the Company

**FORM - VII**

**LITIGATION HISTORY**

<b>Name of the Bidder:</b>				
<b>Bidders should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution.</b>				
<b>Year</b>	<b>Award FOR or AGAINST the applicants</b>	<b>Name of the client, cause of litigation and matter in dispute</b>	<b>Disputed amount in Rs.</b>	<b>Actual awarded amount in Rs.</b>

Name :

Signature :

Date :

Designation :

Seal of the Company

**FORM - VIII**

**SOLVENCY CERTIFICATE**

In accordance with the provisions of the Conditions of Contract, I \_\_\_\_\_  
\_\_\_\_\_ Managing Director/ General Manager/ Manager/  
Agent of the \_\_\_\_\_  
\_\_\_\_\_ Bank

Limited, hereby certify that \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ (Name and Address of the Bidder) to be solvent to the  
extent of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_  
\_\_\_\_\_) as disclosed by the  
information and record which are available with the aforesaid Bank.

For the \_\_\_\_\_ Bank.

Signature and seal: \_\_\_\_\_

Name of Bank/Financial Institution: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date:

Place:

**FORM - IX**

**BIO-DATA OF THE TECHNICAL PERSONNEL PROPOSED ON WORK**

**(Furnish data separately for each of the personnel)**

<b>Emp. ID/ Sl. No</b>		
<b>Name</b>		
<b>Designation</b>		
<b>Qualification<sup>3</sup></b>		
<b>Duration of employment with Bidder</b>		
<b>Years of Professional Experience</b>		
<b>Experience on works of similar nature, during employment with Bidder and also previous employment, if any. Details to be furnished chronologically going back from present project.</b>	<b>Name of the Employer</b>	<b>Number of Years (from - to)<sup>4</sup></b>

Name :

Signature :

Date :

Designation :

Seal of the Company

<sup>3</sup> Attested Copies of the Qualification certificates to be enclosed

<sup>4</sup> Give specific dates (Ex: March-1985 to July-2000)