



TENDER DOCUMENT
NEW MANGALORE PORT AUTHORITY
CIVIL ENGINEERING DEPARTMENT

NIT No. CIVIL/CE(C)/EE(C)/25/2025-26

E-Tender Event No 2025_NMPT_864268

Tender for

“CONSULTANCY SERVICES FOR PROVIDING ALUMINIUM COMPOSITE
PANEL (ACP) WALL CLADDING/ STRUCTURAL GLAZING AND PROVIDING
SHEET ROOFING ON THE ROOF OF THE BUSINESS DEVELOPMENT
CENTRE AT NMPA”

THROUGH E-TENDERING MODE

Tender Amount	:	Rs. 3,58,000/-
E.M.D.	:	Rs. 8,500/-
Tender Fee	:	Rs. 560/- (Including <u>GST @ 12%</u>)



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CENTRE AT NMPA”

Volume - 1

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NEW MANGALORE PORT AUTHORITY

PANAMBUR, MANGALORE -575010

NIT No: CIVIL/CE(C)/EE(C)/25/2025-26

Date: 12-06-2025

TENDER ID: 2025_NMPT_864268

i) NOTICE INVITING TENDER

(Through E-Procurement only)

E-Tenders are invited by New Mangalore Port Authority, Panambur, Mangalore-575010 through <https://www.eprocure.gov.in/eprocure/app> of CPP portal from the short listed Contractors in single cover bidding procedure for the work of “Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding/ structural Glazing and Providing sheet roofing on the roof of the Business Development Centre at NMPA”

Pertinent information is given in the following table:

i)	Estimated Amount put to Tender	Rs 3,58,000/-
ii)	Earnest Money Deposit (EMD)	Rs. 8,500/- (Rupees Eight Thousand Five Hundred Only.) The EMD shall be in the form of Insurance Surety Bonds, Account Payee Demand draft, Fixed Deposit Receipt, Bankers Cheque or shall be paid by RTGS in favour of F.A. & C.A.O., NMPA. Scanned copy should be uploaded along with bid. The benefit of Exemption of EMD to all Micro and small enterprises (MSE) will allowed. Shall upload with their offer, the proof of their being MSE registered with district industries center (DIC) or Khadhi and village industries commission or Khadhi and Industries board (KVIV) or Coir board or National Small Industries Corporation (NSIC) or Directorate of handicrafts and handlooms or Udyam Registration Certificate or any other body specified by Ministry of MSME.
iii)	Cost of Tender (Tender fee)	Rs. 560/- (Rupees Five Hundred Sixty Only) Payment of Tender fee by NEFT in favour of F.A. & C.A.O., NMPA. Scanned copy should be uploaded along with bid. Scanned copy should be uploaded along with bid. The benefit of Exemption of Tender fee to Microand small enterprises

		(MSE) will allowed. Shall upload with their offer, the proof of their being MSE registered with district industries center (DIC) or Khadhi and village industries commission or Khadhi and Industries board (KVIV) or Coir board or National Small Industries Corporation (NSIC) or Directorate of handicrafts and handlooms or Udyam Registration Certificate or any other body specified by Ministry of MSME.
iv)	Document download start date and time	12-06-2025 at 15.00 HRS
v)	Seek clarification start date and time	NA
vi)	Seek clarification end date and time	NA
vii)	Bid submission start date and time	19-06-2025 at 10.00 HRS
vii)	Bid submission closing date and time	26-06-2025 at 15.00 HRS
ix)	Date & time of opening of bids	27-06-2025 at 15.30 HRS
x)	Completion period	30 (Thirty) Days including monsoon
xi)	Validity of Tender	90 days from the date of closing of online submission of e-tender.

Tenderer shall have to pay the prescribed cost of tender i.e., Rs. 560/- (Rupees Five Hundred Sixty Only) by NEFT in favour of F.A. & C.A.O., NMPA.

NMPA Bank Details.

1. Name of the Bank: State Bank of India, Panambur, Mangalore - 575 010.

2. Bank A/C No. 10205649448

3. IFSC Code: SBIN0002249

4. MICR Code: 575002011

Contact Nos. 0824-2887306 and 0824-2407149

Email id: bhagyalaxmi.b@nmpt.gov.in / chiefengineer@nmpt.gov.in

Amendments / further information etc. pertaining to the tender, if any shall be uploaded only on websites <https://www.eprocure.gov.in/eprocure/app> of CPP portal, may have to be referred by the prospective Tenderer from time to time.

-sd-

Executive Engineer (Civil)

NEW MANGALORE PORT AUTHORITY

PANAMBUR, MANGALORE -575010

NIT No: CIVIL/CE(C)/EE(C)/25/2025-26

E-Tender event No. 2025_NMPT_864268

ii) INSTRUCTIONS TO TENDERERS

A. Instructions for E-Tendering

1. SPECIAL INSTRUCTIONS TO THE BIDDERS FOR THE E-SUBMISSION OF THE BIDS ONLINE THROUGH THIS E-PROCUREMENT PORTAL

This is an e-procurement event of NMPA. The e-procurement service provider is <https://www.eprocure.gov.in/eprocure/app> of CPP portal. You are requested to read the terms & conditions of this tender before submitting your online tender. Tenderers who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender.

1. Bidder should do Online Enrolment in the Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal.
2. Bidder then logs into the portal giving user id / password chosen during enrollment.
3. The e-token that is registered should be used by the bidder and should not be misused by others.
4. DSC once mapped to an account cannot be remapped to any other account. It can only be inactivated.
5. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under My Documents option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
6. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document; otherwise, the bid will be rejected.
7. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
8. If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online on the portal or on www.newmangaloreport.gov.in Bidder, in advance, should prepare the

bid documents to be submitted as indicated in the tender schedule and they should be in PDF formats.

9. Bidder should arrange for the EMD and tender fee as specified in the tender. The benefit of Exemption of EMD to all Micro and small enterprises (MSE) will be allowed. Bidder shall upload with their offer, the proof of their being MSE registered with district industries center (DIC) or Khadi and village industries commission or Khadi and Industries board (KVIV) or Coir board or National Small Industries Corporation (NSIC) or Directorate of handicrafts and handlooms or Udyam Registration Certificate or any other body specified by Ministry of MSME will be considered. The bidder should read the terms and conditions and accept the same to proceed further to submit the bids.
10. The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
11. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and the size of the file gets reduced. This will help in quick uploading even at very low bandwidth speeds.
12. It is important to note that, the bidder has to click on the Freeze Bid Button, to ensure that, he/she completes the Bid Submission Process. Bids, which are not frozen, are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.
13. The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
14. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
15. At the time of freezing the bid, the e-Procurement system will give a successful bid updating message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no., date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.
16. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.

17. Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.
18. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
19. The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
20. The bidders are requested to submit the bids through online e-Procurement system to the Tender Inviting Authority (TIA) well before the bid submission end date and time (as per Server System Clock).
21. Tender form Fee and EMD shall be submitted with the Part I- Technical BID. BID submitted without fees, as mentioned above will not be considered for evaluation and shall be rejected summarily. The benefit of Exemption of EMD and tender fee to all Micro and small enterprises (MSE) registered with district industries center (DIC) or Khadhi and village industries commission or Khadhi and Industries board (KVIV) or Coir board or National Small Industries Corporation (NSIC) or Directorate of handicrafts and handlooms or any other body specified by Ministry of MSME, will be considered. The bidder shall upload with their offer, the proof of their being MSE.
22. The bidder/tenderer/contractor shall file the applicable returns with Tax departments in time and submit the same as documentary proof. The GST applicable shall be shown as a separate line items in the Tax invoices to avail in put credit to Port.

2. Cover Details

The following documents shall be uploaded online only.

1. Scanned copy of NEFT Payment details for cost of tender / documentary evidence for exemption of tender fee.
2. Scanned copy of RTGS/NEFT Payment details for EMD (bid security) / documentary evidence for exemption of EMD
3. Scanned copy of documents as per Annexure 1 to 8 of section I(iii) of volume-I (Original power of attorney i.e. Annexure 2 to be submitted by post or by hand immediately after the closing date for submission of online e-tender).
4. Scanned copy of valid PAN card, ESI, PF and GST Registration certificate.
5. Scanned copy of Form of Tender as per Section VI(iii) of volume -III
6. Technical bid document (Volume I to Volume III) along with amendments

and clarifications.

7. Price Bid (Bill Of Quantities)

Price should be quoted in the BOQ template available in the portal. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.

The price bid submitted through e-portal mode only will be taken up for the purpose for evaluation.

3. Opening of bids

The bids will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.

Note: The tenderers are advised to offer their best possible rates. There would generally be no negotiations hence most competitive prices may be quoted while submitting the price bid. However in case the lowest rate appears to be reasonable taking into account the prevailing market conditions, the work may be awarded to the lowest bidder and if the rate is still considered high, action as per prevailing instructions / guidelines shall be taken. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

4. Evaluation process:

A proposal shall be considered responsive if –

- a. It is received by the proposed Due Date and Time.
- b. It is Digitally Signed.
- c. It contains the information and documents as required in the Tender Document.
- d. It contains information in formats specified in the Tender Document.
- e. It mentions the validity period as set out in the document.
- f. It provides the information in reasonable detail. The Port Authority reserves the right to determine whether the information has been provided in reasonable detail.
- g. There are no significant inconsistencies between the proposal and the supporting documents.
- h. The Technical qualification conforms to as specified in the qualification criteria.
- i. A Tender that is substantially responsive is one that conforms to the preceding requirements without material deviation or reservation. A material deviation or reservation is one (1) which affects in any substantial way, the scope, quality, or performance of the Tenderer or (2) which limits in any substantial way, inconsistent with the Tender document, or (3) whose rectification would affect unfairly the competitive position of other

Qualified Applicant presenting substantially responsive bids.

- j. The Port Authority reserves the right to reject any tender which in its opinion is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Port Authority in respect of such Tenders.
- k. The Port Authority would have the right to review the bid and seek clarifications wherever necessary.
- l. The cost of stamping Agreement must be borne by the successful Tenderer
- m. The Fax/E-Mail offers will be treated as defective, invalid and rejected. Only detailed complete offers received through online prior to closing time and date of the tenders will be taken as valid.

B. Instructions To Tenderers (General)

1. Introduction:

This work essentially comprises of “Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding/ structural Glazing and Providing sheet roofing on the roof of the Business Development Centre at NMPA”

2. Applicants:

Contractors who wish to bid for the tender for the contract work should apply for the tender document. The successful bidder will be expected to complete the works by the intended completion date specified in the Contract document.

3. Invitation for Bids:

E-Tenders are invited by New Mangalore Port Authority, Panambur, Mangalore- 575010 through <https://www.eprocure.gov.in/eprocure/app> of CPP portal from the short listed Contractors in single cover bidding procedure.

4. Purchase of Tender Documents:

Tender document can be downloaded from NMPA website www.newmangaloreport.gov.in, www.tender.gov.in & <https://www.eprocure.gov.in/eprocure/app> of CPP portal

5. One Bid per Bidder:

Each bidder shall submit only one bid for one package. Bidder who submits or participates in more than one Bid will cause all the proposals with the Bidder's participation to be disqualified.

6. Cost of Bidding:

The bidder shall bear all costs associated with the preparation and submission of his Bid, and the Employer will in no case be responsible and liable for those costs.

7. Site visit:

The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine the work site and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for construction of the Works. The costs of visiting the site shall be at the Bidders' own expense.

8. Content of Bidding Documents:

Tender Document will consist of:

Volume I	Section I	Notice Inviting Tenders Instructions to Tenderers Annexure (1 to 9)
	Section II	Form of Agreement
	Section III	Conditions of Contract: Part A - E: General Conditions Conditions of Contract : Part F: Special Conditions Contract Data Form of Securities (A & B) Appendix – I and Appendix - II
Volume II	Section IV	Technical Specifications
	Section V	Drawings
Volume III	Section VI	Preamble Bill of Quantities For of tender
	Section VII	Schedules (A & B)

For evaluation purpose the uploaded offer documents will be treated as authentic and final. No hard copy shall be submitted, upload the entire document on the CPP portal only.

9. Clarification of the Bidding Documents:

The Tenderers are advised to examine the Tender Document carefully and if there be or appear to be any ambiguity or discrepancy in the documents, or

any clarifications needed on the Tender Documents; these shall be referred to the Chief Engineer (Civil) in writing, so as to reach at least three days before start date of submission of bid. It is to be noted that queries asked after due date will not be answered. Employer's clarifications shall be furnished in the CPP e-portal or shall be issued a corrigendum in the web site after closing date of online pre-bid meeting without identifying the source.

10. Amendment of Bidding Documents:

Any modification of the tender documents as a result of any ambiguity shall be made exclusively through the issue of an Addendum. Any addendum thus issued shall be part of the tender documents and will be uploaded in CPP e-portal and Port website to all the bidders. Prospective bidders shall acknowledge receipt of each addendum to the Employer. Such addenda will be numbered and it shall be submitted by the Tenderers as part of their bid. The Addendum can also be downloaded from NMPA official website from 'Ongoing Project link'. The responsibility of downloading such addendum / amendment from NMPA website and CPP e-portal fully lies with the bidder

11. Preparation of bids:

All documents relating to the bid shall be in the English language.

12. Bid Prices:

The contract shall be for the whole works as described in based on the priced Bill of Quantities submitted through CPP e-portal by the Bidder. The Bidder shall fill in the percentage of Excess or Less in the Bill of Quantities through CPP e-portal. Items for which no rate or price is entered will not be paid for by the Employer when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities.

13. Currencies of Bid and Payment:

The Unit rates and the prices shall be quoted by the bidder entirely in Indian Rupees

14. Bid Validity:

Bids shall remain valid for a period not less than ninety days (90days) after the last date for online bid submission. A bid valid for a shorter period shall be rejected by the Employer as non-responsive.

In exceptional circumstances, prior to expiry of the original bid validity period, the Employer may request that the bidders may extend the period of validity for a specified additional period. The request and the bidders' responses shall

be made in writing or by cable. A bidder agreeing to the request will not be permitted to modify his bid and also shall submit an extension for EMD, if it is in the form of Bank Guarantee

15. Bid Security / EMD:

- i. The EMD shall be in the form of Insurance Surety Bonds, Account Payee Demand draft, Fixed Deposit Receipt, Bankers Cheque or shall be paid by RTGS/NEFT in favour of Financial Adviser & Chief Accounts Officer, New Mangalore Port Authority, Mangalore
 1. Name of the Bank: State Bank of India, Panambur, Mangalore - 10.
 2. Bank A/C No. 10205649448
 3. IFSC Code: SBIN0002249
 4. MICR Code: 575002011
- ii. The Bid shall be accompanied by the RTGS/NEFT deposit details towards Earnest Money Deposit of Rs. 8500/- (Rupees Eight Thousand Five Hundred Only) as stipulated in the tender. The tender without EMD shall be treated invalid. The benefit of Exemption of EMD and tender fee to all Micro and small enterprises (MSE) registered with district industries center (DIC) or Khadhi and village industries commission or Khadhi and Industries board (KVIV) or Coir board or National Small Industries Corporation (NSIC) or Directorate of handicrafts and handlooms or any other body specified by Ministry of MSME, will be considered. The bidder shall upload with their offer, the proof of their being MSE.
- iii. The bidders who avail exemption from payment of EMD, shall submit "Bid Security Declaration" in the prescribed format as per Annexure 9, accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for the time specified in the tender document.
- iv. In the event of Bidder withdrawing his Bid before the expiry of tender validity period of 90 days from the last date for online bid submission, the tender shall be cancelled and EMD shall be forfeited.
- v. The Earnest Money Deposit of unsuccessful bidder shall be returned without interest as early as possible by RTGS/NEFT on conclusion of contract. The Earnest Money Deposit of the successful bidder shall be refunded (without interest) after he has signed the agreement and furnished required performance security.
- vi. The Bid Security of a successful bidder will be forfeited in the following cases:
 - a) If the bidder withdraws his Tender during the period of bid validity.
 - b) In case of a successful tenderer fails
 - i) to commence the work, apart forfeiture of other claims

- ii) within the specified time limit to sign the Agreement or furnish the required Performance Security. In the event of forfeiting the EMD / SD / LD and while imposing penalty GST as applicable will be collected.

16. No Alternative Proposals by Bidders:

Bidders shall submit offers that comply with the requirements of the bidding documents, including the basic technical design as indicated in the drawing and specifications. Alternatives will not be considered.

17. Format and Signing of Bid:

The Bid shall be in online mode. The Bid shall contain no alterations or additions, except those comply with instructions issued by the Employer

18. Bid Submission:

Tender document including quoted bid price have to be submitted online only through CPP Portal before deadline for online submission of bid.

For evaluation purpose the uploaded offer documents will be treated as authentic and final. Any documents submitted in the form of hard copy will not be considered except Power of attorney.

The Tender shall be submitted in Single cover

I. The Bid: Shall contain the following.

- i) The details of payment of EARNEST MONEY DEPOSIT for Rs. 8500/- (Rupees Eight Thousand Five Hundred Only) by RTGS/NEFT to NMPA Bank Account, or documentary evidence for exemption EMD, failing which the Bid shall not be considered).
- ii) Transaction details of payment towards the COST OF TENDER Fee: Rs. 560/-(Rupees Five Hundred Sixty Only) (To be paid by RTGS/NEFT to NMPA Bank Account).
- iii) Priced bill of quantity

II. LAST DATE FOR SUBMISSION OF ONLINE TENDER: is as per the date mentioned in the NIT

NMPA may at its sole discretion reserves the right to extend the date for receipt of Bid. Bid after the aforesaid time and date or the extended time and date, if any, shall not be accepted by the portal.

The following details pertaining to the Bid shall be uploaded online.

- a) Letter of Submission- Covering letter (vide Annexure – 1)
- b) Power of Attorney in favour of signatory/s to the Tender,(vide Annexure -2) (Original power of attorney ie. **Annexure 2** to be submitted by post or by hand so as to reach the Executive Engineer (Civil) immediately after the closing date for submission of online e-tender).

- c) A list of Plant and equipment proposed to be engaged for work. (vide **Annexure-3**) The equipment indicated in the **Annexure -3** will form part of contract agreement and as such the bidders are requested to indicate the availability of the equipment at site at what stage of the construction period the equipment would be made available.
- d) Tenderer should submit copy of Permanent Account Number. (PAN), ESI, PF and GST Registration (GSTIN) Number along with certificates issued by the authority as applicable
- e) A declaration to the effect that (vide Annexure -4):-
 - a. All details regarding construction plant and machinery, temporary work and personnel for site organization considered necessary and sufficient for the work have been furnished in the Annexure to Conditions of Contract in Volume I and that such plant, temporary works and personnel for site organization will be available at appropriate time of relevant works for which the equipment have been proposed at site till the completion of the respective work.
 - b. No conditions are incorporated in the financial bid. In case any conditions are specified in the financial bid, the tender will be rejected summarily without making any further reference to the bidder.
 - c. We have not made any payment or illegal gratification to any persons/ authority connected with the bid process so as to influence the bid process and have not committed any offence under PC Act in connection with the bid.
 - d. We disclose with that we have made / not made payments or propose to be made to any intermediaries (agents) etc in connection with the bid.
 - f) NEFT Payment details towards cost of tender / documentary evidence for exemption of tender cost.
 - g) RTGS/NEFT Payment details towards EMD / documentary evidence for exemption of EMD

19. Deadline for Submission of the Bids:

- i) The completed bid shall be submitted in the electronic form by the date and time mentioned in NIT only through CPP e-portal.
- ii) The Employer may extend the deadline for submission of bids by issuing an amendment in accordance with Clause 10, in which case all rights and obligations of the Employer and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.
- iii) Price should be quoted in CPP e-portal. For evaluation purpose the

uploaded offer documents will be treated as authentic and final. No hard copy shall be submitted for reference purpose. The bid submitted through e-tendering mode only will be taken up for the purpose for evaluation.

- iv) The uploaded Port Tender Document will be treated as authentic tender and if any discrepancy is noticed at any stage between the Port's tender document and the one submitted/uploaded by the tenderer, the conditions mentioned in the Port's uploaded document shall prevail. Besides, the tenderer shall be liable for legal action for the lapses.

20. Late Bids:

The time that is displayed from the server clock at the top of the CPP e-portal, will be valid for all actions of requesting bid submission, bid opening etc., The bidders should adhere to this time during bid submission.

21. Modification and Withdrawal of Bids:

- i) Bidders may modify the offers by replacing their already freezed bids in online only through CPP e-portal (after submission of bid) and resubmit/upload the revised offer before the deadline prescribed in Clause 19.
- ii) No bid shall be withdrawn and resubmitted through CPP e-portal by the bidder after the deadline for submission of bids.
- iii) Withdrawal of a Bid between the deadline for submission of bids and the expiration of the original period of bid validity specified in Clause 14 may result in the forfeiture of the Bid Security or the bidder shall be disqualified from bidding for any contract with New Mangalore Port Authority for a period of 2 (two) years in pursuant to Clause 15.
- iv) Bidders may only modify the prices and other required details of their Bids by Resubmitting Bid only in accordance with this clause through CPP e-portal.

22. Bid Opening:

- a. On the due date and time as specified in Clause 19, the Employer will first open all bids received online in presence of the Bidders or their representatives who choose to attend. In the event of specified date for bid opening is declared as holiday by the Employer, the bid will be opened at the appointed time and location on the next working day.
- b. In the first instance the Bid containing the RTGS/NEFT payment details of EMD & Cost of tender document will be verified. If EMD and Tender Fee is in line with the Tender Condition there after the Bid will be considered for evaluation.

- c. If any Bid contains any deviation from the Bids documents and / or if the same does not contain Bid security in the manner prescribed in the Bid documents, then that Bid will be rejected and the Bidder informed accordingly.
- d. If bidder withdraws his tender after opening of bid the bidder will be disqualified for participating in NMPA tender for a period of two years.

23. Clarification of Bids:

To assist in the examination and comparison of Bids, the Employer may, at his discretion, ask any Bidder for clarification of his Bid, including breakdown of unit rates. The request for clarification and the response shall be in writing, but no change in the price or substance of the Bid shall be sought, offered, or permitted.

No Bidder shall contact the Employer on any matter relating to his bid from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Employer, he should do so in writing.

Any effort by the Bidder to influence the Employer's bid evaluation, bid comparison or contract award decisions, may result in the rejection of his bid. Employer reserves the right to reject any Bid, if the Bidder does not provide the clarification sought for by the Employer, within the time specified by the Employer, for proper evaluation of the Bid.

The employer may proceed to evaluate the bid by construing the particulars requiring clarification to the best of its understanding, and the bidder shall be barred from subsequently questioning such interpretation of the employer.

24. Examination of Bids and Determination of Responsiveness:

Prior to detailed evaluation of Bids, NMPA will determine whether each Bid

- a) has been properly signed by an authorised signatory (accredited representative) holding Power of Attorney in his favour. The Power of Attorney shall inter alia include a provision to bind the Bidder to settlement of disputes clause;
- b) is accompanied by the requisite Bid security and;
- c) is responsive to the requirements of the Bidding documents.

A responsive Bid is one which conforms to all the terms, conditions and specification of the Bidding documents, without material deviation or reservation. A material deviation or reservation is one

- a) which affects in any substantial way the scope, quality or performance of the Works;
- b) which limits in any substantial way, the Employer's rights or the Bidder's obligations under the Contract; or

- c) whose rectification would affect unfairly the competitive position of other Bidders presenting responsive Bids.

The tenderer shall submit a certificate in the Bid that he has not incorporated any conditions in the Bid and in case any conditions are specified in the bid his tender will be rejected without making any further reference to him.

If a Bid is not substantially responsive, it shall be rejected by the Employer, and may not subsequently be made responsive by correction or withdrawal of the non-conforming deviation or reservation.

25. Correction of Errors: (Not Applicable)

26. Evaluation and Comparison of Bids:

The Employer will evaluate and compare only the Bids determined to be responsive in accordance with Clause 24. In evaluating the Bids, the Employer will determine for each Bid the evaluated Bid Price by adjusting the Bid Price as follows:

- a) making appropriate adjustments to reflect discounts or other price modifications offered in accordance with Clause 21.

27. Alteration of tender documents:

No alteration shall be made in any of the tender documents or in the Bill of Quantities and the tender shall comply strictly with the terms and conditions of the tender document. The Employer may however ask any tenderer for clarifications of his tender if required. Nevertheless, no tenderer will be permitted to alter his tender price after opening of the tender.

28. Alternative conditions and Proposal:

The Tenderer shall note that alternative or qualifying tender conditions, or alternative design proposal for whole or part of the work will not be acceptable. Tenders containing any qualifying conditions or even Bidder's clarifications in any form will be treated as non-responsive and will run the risk of rejection.

29. Award of Contract:

The Employer will award the Contract to the bidder whose bid has been determined to be responsive as per Clause 24 of the bidding documents and who has offered the lowest evaluated bid price.

30. Notification of Award:

- i) The Bidder whose Bid has been accepted will be notified about the award by the Employer prior to expiration of the Bid validity period by, fax or e-mail and confirmed by registered letter. This letter (hereinafter and in the

Conditions of Contract called the “Letter of Acceptance”) will state the sum that the Employer will pay the Contractor in consideration of the execution, completion and maintenance of the works by the Contractor as prescribed by the Contract (hereinafter and in the Contract called the “Contract Price”).

- ii) The notification of award will constitute the formation of the Contract subject only to the furnishing of a performance security in accordance with the provisions of Clause 32.
- iii) The Agreement will also incorporate all correspondence exchanged between the employer and the successful bidder. On receipt of Letter of Acceptance, the successful bidder will furnish the performance security and sign the Agreement with the Employer. The contractor shall make 12 copies of the Agreement and submit to the employer within 7 days following the date of signing of Agreement.

31. Release of Bid Security / EMD:

The Earnest Money Deposit of unsuccessful bidder, shall be returned without interest by RTGS/NEFT on conclusion of Contract. The Earnest Money Deposit of the successful bidder if deposited in cash, shall be refunded (without interest) after he has signed the agreement and furnished required performance security.

32. Performance Security:

- i) Within 7 days of receipt of the Letter of Acceptance, the successful Bidder shall deliver to the Employer a Performance Security in the form in the form of Insurance Surety Bonds, Account Payee Demand draft, Fixed Deposit Receipt from a commercial bank, remittance by RTGS or in the form of Bank Guarantee for an amount equivalent to 5% of the Contract price including GST, as applicable rounded off to the nearest 1000.
- ii) If the performance security is provided by the successful Bidder in the form of a Bank Guarantee, it shall be issued by a Nationalized /Scheduled Indian bank having its branch at Mangalore acceptable by NMPA. The BG shall be issued in favor of New Mangalore Port Authority in the Format enclosed in Volume I as Annexure-A.

33. Fraud and Corrupt Practices:

The bidder and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this document, the Port shall reject the tender without being liable in any manner whatsoever to the bidder, if it determines that the bidder has, directly or indirectly or through

an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the “Prohibited Practices”) in the Selection Process. In such an event, the Port shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to the Port for, inter alia, time, cost and effort of the Authority, in regard to the Tender, including consideration and evaluation of such Bidder’s Proposal. Such Bidder shall not be eligible to participate in any tender or RFP issued by the Authority during a period of 2 (two) years from the date such Bidder is found by the Authority to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.

For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:

- (a) “corrupt practice” means
 - i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Authority who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOA or has dealt with matters concerning the Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Authority, shall be deemed to constitute influencing the actions of a person connected with the Selection Process; or
 - ii) engaging in any manner whatsoever, whether during the Selection Process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Agreement, who at any time has been or is a legal, financial or technical consultant/ adviser of the Authority in relation to any matter concerning the Project;
- (b) “fraudulent practice” means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
- (c) “coercive practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person’s participation or action in the Selection Process;
- (d) “undesirable practice” means

- i) establishing contact with any person connected with or employed or engaged by the Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or
 - ii) having a Conflict of Interest; and
- (e) "Restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Selection Process.

34. Rejection of Tender:

Any Tender not conforming to the foregoing instructions will not be considered. The Employer does not bind himself to accept the lowest or any tender and has the right to reject any tender without assigning any reason thereof. No representation whatsoever will be entertained on this account.

35. Additional Information:

The "Instructions to Tenderers" shall not form part of the Contract. They are intended only to aid the Tenderers in the preparation of their tender.

36. Compliance of Local Content as per Make in India Policy:

Bidder shall comply with DPIIT Order No. P-45021/2/2017-PP(B-II) dtd. 16-09-2020 in respect of Local Content and furnish an undertaking in the prescribed format as per Annexure 8, to that effect, failing which, the bid may be liable for cancellation.

LETTER OF SUBMISSION - COVERING LETTER
(ON THE LETTER HEAD OF THE BIDDER)

Date:

To

The Executive Engineer (Civil),
New Mangalore Port Authority,
Administration Building,
Panambur, Mangalore – 575 010

Sir,

Sub: The work of “Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding/ structural Glazing and Providing sheet roofing on the roof of the Business Development Centre at NMPA”

Being duly authorized to represent and act on behalf of
(Hereinafter referred to as “the Bidder”) and having reviewed and fully understood all of the requirements of the bid document and information provided, the undersigned hereby apply for the project referred above.

We are submitting our Bid enclosing the following, with the details as per the requirements of the Bid Document, for your evaluation.

- i. Tender Document along with Addendum No ----,
- ii. Power of Attorney - (Annexure - 2)
- iii. List of plant and equipment – (Annexure - 3) (Not applicable to this tender)
- iv. Declaration – (Annexure – 4)
- v. Bid Security / EMD Paid by RTGS/NEFT vide UTR No.....dtd.
..... of (name and address of the branch).
- vi. Banker’s Details – Annexure 5 & 6
- vii. Compliance of Local Content as per Make in India Policy – (Annexure – 8)
- viii. Bid security Declaration (Annexure 9)
- ix. Tender fee paid by NEFT vide UTR No.....dtd. of (name and address of the branch).
- x. Copy of valid PAN Card ESI, PF & GST Registration certificate.

Signature
(Authorised Signatory)

ON STAMP PAPER of Rs 100/-
 “CONSULTANCY SERVICES FOR PROVIDING ALUMINIUM COMPOSITE
 PANEL (ACP) WALL CLADDING/ STRUCTURAL GLAZING AND PROVIDING
 SHEET ROOFING ON THE ROOF OF THE BUSINESS DEVELOPMENT
 CENTRE AT NMPA”

--

FORMAT OF POWER OF ATTORNEY (in original)

In favour of signatory/s to the Tender, duly authenticated by Notary Public.

POWER OF ATTORNEY IN FAVOUR OF -----
 (Name, Designation, Company name)

TO ALL TO WHOM THESE PRESENTS shall come, I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors) do hereby sub-delegate/delegate, in terms of the powers delegated to me by the Board of Directors, ----- (name of the Co.) to Shri ----- (name, designation & address of the Attorney) the following:

NOW KNOW YE AND THOSE PRESENTS that I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors), do hereby authorize and empower Shri ----- (name, designation & address of the Attorney) to do severally amongst others, for the purpose of carrying on our business, the following:

- a) To represent lawfully the (name of the Co.) for obtaining bid/tender documents, prepare, sign, execute and submit tenders for execution of (Name of work) or any other works incidental to such construction works.
- b) To discuss the technical and financial matters, negotiate and accept prices and take decisions regarding terms and conditions and sign agreements and contracts and also to bind the (name of the Co.) to the arbitration clause included in the contract.
- c) For all or any of the purposes here of to sign and deliver or otherwise execute such deed or deeds, transfer or transfers, endorsement or endorsements and to perform such other acts, matters, things as the Attorney shall consider requisite or advisable as full and effectively as the Company could do, if present and acting there.

I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors) in terms of the powers delegated to me

by the Board of Directors of (name of the Co.), do hereby agree that all acts, deeds and things done by the said Attorney by virtue of this power of attorney, shall be construed as acts, deeds and things done by the Company.

I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors), further undertake to ratify and confirm whatever our said attorney shall do or cause to be done for the Company, the said Company, in the premises, by virtue of the powers hereby given.

WHEREAS, this sub-delegation is signed and delivered to Shri ----- (name & designation of the Attorney), on this _____ day of _____, 20____ (Two thousand _____).

WHEREAS, even though this sub-delegation is signed on this _____ day of _____ 20____ (Two thousand _____), will have effect from the date he signs and receives this delegation.

IN WITNESS WHEREOF, I, (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors) has, this _____ day of _____ 20____ (Two thousand _____) set my hands and subscribed my signature unto this instrument.

SIGNED AND DELIVERED ON

_____ BY

(Name of authorized person to delegate powers)

WITNESS:

SIGNED AND RECEIVED ON

_____ BY

(Name & designation of Attorney)

Annexure – 3 (Not applicable to this tender)

NEW MANGALORE PORT AUTHORITY
 “CONSULTANCY SERVICES FOR PROVIDING ALUMINIUM COMPOSITE
 PANEL (ACP) WALL CLADDING/ STRUCTURAL GLAZING AND PROVIDING
 SHEET ROOFING ON THE ROOF OF THE BUSINESS DEVELOPMENT
 CENTRE AT NMPA”

--

PLANT AND EQUIPMENT PROPOSED FOR THE WORK

Please indicate the main plant and equipment considered to be necessary for undertaking the work and whether this plant is ready in ownership or will be purchased or hired.

Descript ion of equipme nt	Require ment no. / capacity	Owned / leased / to be procure d	Nos / capac ity	Age / conditi on	Remarks (from whom to be purchased)	At what stage of contract period the equipment will be available

Note: The equipment indicated in the above statement will form part of contract agreement and as such the bidders are requested to indicate the availability of the equipment at site and at what stage of the construction period in a separate column.

Signature
(Authorised Signatory)

NEW MANGALORE PORT AUTHORITY
 “CONSULTANCY SERVICES FOR PROVIDING ALUMINIUM COMPOSITE
 PANEL (ACP) WALL CLADDING/ STRUCTURAL GLAZING AND PROVIDING
 SHEET ROOFING ON THE ROOF OF THE BUSINESS DEVELOPMENT
 CENTRE AT NMPA”

DECLARATION

We M/s. (Name & address of the bidder) hereby declare that:-

- i. I have read the tender document Vol. I (Section I to III) Vol.II (Section IV and V) and Vol. III (Section V and VII) and agreed to the terms and conditions mentioned therein.
- ii. All details regarding construction plant, temporary work and personnel for site organisation considered necessary and sufficient for the work have been furnished in the Annexures to Conditions of Contract in Volume I and that such plant, temporary works and personnel for site organisation will be available at the site till the completion of the respective work.
- iii. No conditions are incorporated in the financial bid. In case any conditions are specified in the financial bid, the tender will be rejected summarily without making any further reference to the bidder.
- iv. We have not made any payment or illegal gratification to any persons/ authority connected with the bid process so as to influence the bid process and have not committed any offence under PC Act in connection with the bid.
- v. We shall undertake that, the Employer i.e. NMPA is indemnified against all damages or compensation payable at Law in respect of or in consequence of any accident or injury to any workman or other person in the employment of the Contractor or Sub-Contractor against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto and the Employer shall be at liberty to deduct or adjust from the Contractor's bills an amount that Employer may be called upon to pay towards claims, demands, proceedings, costs, charges and expenses Whatsoever in respect of or in relation to any accident or injury referred to above without any reference to the Contractor. The contractor shall execute indemnity bond in the prescribed format as per Annexure - 7
- vi. We shall comply with all the Central State and Municipal Laws and Rules and

we shall be solely responsible for complying with the provisions of the Contract Labour (Regulations & Abolition) Act, 1970 & the contract labour (Regulation & Abolition) Karnataka Rules 1974 and rules there under and the enactments that may be applicable including ESI Act, the payment of wages act, Provident Fund Act, the Minimum Wages Act, the Factory's Act. The Workmen Compensation Act or any other applicable legislation and the Municipal by-laws or other statutory Rules and Regulations whatsoever in force if these are applicable. Any obligations finding or otherwise missed under any statutory enactments, rules & regulations there under shall be the responsibility of the Contractor and the NMPA will take no responsibility for the same. The Contractor should take Workmen's Compensation Policy for his Workers, who are not covered under ESI and submit the same to the EIC immediately after commencement of the work

- vii. We undertake that, we are liable to pay all Statutory Compensation to the Labourers/persons engaged by him for the satisfactory execution of the works. If any claim is made against New Mangalore Port Authority on this work, the Port Authority shall have the right to deduct the same from the bill amount payable to the contractor after verification of the validity and if admissible as per rules
- viii. *We disclose with that we have made / not made payments or propose to be made to any intermediaries (agents) etc. in connection with the bid.

* Note: Delete whichever is not applicable.

Signature
(Authorised Signatory)

DETAILS OF THE PARTY OPTING FOR REFUND OF EMD THROUGH E-PAYMENT
SYSTEM FROM NEW MANGALORE PORT AUTHORITY

Name of the Party :

Bank A/c No :

Account type : (Savings / Current / Overdraft)

Bank Name :

Branch :

IFSC Code Number : (11 digit code)

Centre (Location) :

FAX No. :

E-Mail ID : (For forwarding information of remittance)

Mobile No :

Signature of the Party

FORMAT FOR FURNISHING BANK INFORMATION FOR e-PAYMENT

1	Name and full address of the beneficiary	
2	Credit Account No. (Should be full 14 digit)	
3	Account Type (SB or CA or OD)	
4	Name of the Bank	
5	Branch (Full address with telephone No.)	
6	IFSC Code Number (11 digit)	
7	MICR code (Should be 9 digit)	
8	Telephone/Mobile/Fax No. of the beneficiary	Telephone:
		Mobile :
		Fax :
9	Photostat copy of a Cheque	

Signature of the party with seal

Verified the details furnished by the party and it is ascertained that the information furnished are in full shape as required. Xerox copy of a Cheque is also enclosed.

Signature of the HOD/HOO with seal

INDEMNITY BOND

(To be furnished in Stamp paper not less than Rs.100 e-Stamp paper)

This deed of indemnity is executed by herein after referred to as 'Indemnifier' which expression shall unless repugnant to the context or meaning thereof, include its successors, Administrator, representatives and assignees in favour of New Mangalore Port Authority, Panambur, Mangalore 575010, herein after referred to as 'Indemnified' which expression shall unless repugnant to the context or meaning thereof include its representatives and assignees witnesses as to.

Whereas the indemnified herein as awarded to the indemnifier herein a Tender/Contract or for supply of / Construction of on terms and conditions set out interalia in the work order No..... valued at Rs.....

AND Whereas, the clauses No..... of the above mentioned work order provides for indemnifying the indemnified by the indemnifier for any accident, damage or compensation payable to any workmen or other person in the employment of the contractor or any sub contractor during the period of tender/contract.

AND Whereas, the Indemnifier hereby irrevocably agrees to indemnify the indemnified against all damages or compensation payable at law in respect of or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or sub-contractor against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto and the indemnified shall be at liberty to deduct or adjust from the bills payable to the indemnifier by the indemnified for an amount that the indemnified may be called upon to pay towards claims, demands, proceedings, costs, charges and expenses whatsoever in respect of or in relation to any accident or injury referred to above without any reference to the indemnifier.

The Indemnifier shall comply with all the Central State and Municipal Laws and Rules and shall be solely responsible for complying with the provisions of the Contract Labour (Regulations & Abolition) Act, 1970 & the contract labour (Regulation & Abolition) Karnataka Rules 1974 and rules there under and the enactments that may be applicable including ESI Act, the payment of wages act, Provident Fund Act, the Minimum Wages Act, the Factory's Act, the Workmen Compensation Act or any other applicable legislation and the Municipal by-laws or other statutory Rules and Regulations whatsoever in force if these are applicable. Any obligations finding or otherwise missed under any statutory enactments rules & regulations there under shall be the responsibility of the Indemnifier and the Indemnified will have no responsibility for the same. The Indemnifier shall obtain Workmen's Compensation Policy for his workers, who are not covered under ESI and submit the same to the ESIC immediately after commencement of the work.

The Indemnifier is liable to pay all Statutory Compensation to the Labourers / persons engaged by him for the satisfactory execution of the works. If any claim is made against Indemnified arising out of this work, the Port shall have the right to deduct the same from the bill amount payable to the Indemnifier after verification of

the validity and if admissible as per rules.

The Indemnifier shall ensure the use of PPE such as helmets, safety shoes, nose masks, hand gloves, safety harness or any other equipment as required depending on nature of work by his staff at site.

In addition to complying of the above, the Indemnifier hereby undertakes to indemnify the indemnified against any unforeseen incidents / accidents, which may lead to fatality including death, permanent/ partial disablement, injury, financial loss, legal issues or any other etc of the labourers / workmen's/ staffs of the contractor / sub-contractor for which the indemnified and its officers / representation are in no way responsible.

For.....

INDEMINIFIER

(Signature with Name and Designation)

Company Seal

Station:

Date:

Witness:

1.....

Signature with Name, Designation & Address

2.....

Signature with Name, Designation & Address

Format for Self Certification under Preference to “MAKE
IN INDIA” Policy
(Refer Clause No. 38 of ITT)

CERTIFICATE

In line with Government Public Procurement Order No. P-45021/2/2017-PP(B-II) dtd. 16-09-2020, as amended from time to time and as applicable on the date of submission of tender, we hereby certify that we M/s_____ (name of the Bidder) are local supplier meeting the requirement of minimum Local content (50%) as defined in above orders for the material against Tender NIT No_____ for the work of _____

Details of location at which local value addition will be made is as follows:

We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rule for which for which a bidder or its successors can be debarred for up two years as per Rule 151 (iii) of the General Financial Rules along with such other actions as may be permissible under law. Seal and Signature of Authorized Signatory

Signature of the Bidder

BID SECURITY DECLARATION FORM

Date: [insert date (as day, month and year)]

NIT No: CIVIL/CE(C)/EE(C)/25/2025-26 dtd. 12-06-2025 TENDER ID: 2025_NMPT_864268

Name of Work : Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding/ structural Glazing and Providing sheet roofing on the roof of the Business Development Centre at NMPA

To:

The Executive Engineer (Civil)

New Mangalore Port Authority,

NMPA, Panambur – 575 010

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid security declaration

I/We accept that we will automatically be disqualified from bidding for any contract with New Mangalore Port Trust for a period of 2 (two) years starting from the date of notification from the Employer, if the undertaking of the affidavit submitted by us or our constituents in pursuance to any of the declarations of Letter of Technical Bid or Letter of Price Bid submitted by us are found to be false at any stage during the process of bid evaluation; or

I am / We are in a breach of any obligation(s) under the bid conditions, because I/We

- a) have withdrawn / modified / amended, impairs or derogates from the bid, my / our Bid during the period of bid validity specified in the form of Bid; or
- b) do not accept the correction of errors in accordance with the Instructions to Bidders; or
- c) having been notified of the acceptance of our Bid by the employer during the period of bid validity,
 - i. fail or refuse to execute the contract, if required; or
 - ii. fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders; or
 - iii. fail or refuse to furnish a domestic preference security, if required.

I/We understand this Bid Security Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of

- i. the receipt of your notification of the name of the successful Bidder; or
- ii. 28 (Twenty eight) days after the expiration of the validity of my/our Bid

Signed: [insert signature of person whose name and capacity are shown]

In the capacity of [insert legal capacity of person signing the Bid-Securing Declaration]

Name: [insert complete name of person signing the Bid-security Declaration]

Duly authorized to sign the bid for and behalf of [insert complete name of the Bidder]

Dated on _____ day of _____, _____ [insert date of Signing]

Signature of the Bidder
Corporate seal [where appropriate]

iii) Terms of Reference

1. Scope of work

The following are the detailed scope of work for Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding/ structural glazing and providing sheet roofing on the terrace and 1st floor roof of the Business Development Centre building at NMPA. Preparation of Preliminary drawings and obtaining approval of NMPA.

- Preparation of detailed Architectural and structural drawings for approval of NMPA.
- Preparation of Bill of Quantities including detailed measurement sheets and detailed Estimate adopting KPWD Schedule of rates, wherever applicable. For items of work not available in KPWD Schedule market rates may be adopted and detailed rate analysis is to be made available for such items with necessary supporting quotations obtained from the market.
- Issue of clarifications, details etc. on the drawings as and when requested by NMPA.
- All drawings shall be prepared in CAD (Architectural) and the soft copies should be submitted to NMPA for approval. The drawings shall be submitted in editable format and also in PDF form. The drawings in hard copy shall be submitted in 5 sets in A2 and A3 size and the architectural drawings shall be in colour print outs
- Any other details not mentioned above but required for tendering of the project

2. Deliverables

The Deliverables for the work of Consultancy services for Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding/ structural glazing and providing sheet roofing on the roof of the Business Development Centre building at NMPA.

- Conceptual drawings.
- Preliminary drawings for approval of NMPA.
- Design report for approval along with the estimates, GFC (Good for Construction) drawings.

3. Time schedule

A	Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding/structural Glazing and providing sheet roofing on the terrace and 1 st floor roof of the Business Development Centre building at NMPA	
1	Carrying out of Preliminary Survey and submitting conceptual drawings	10 Days
2	Submission of detailed Architectural, structural drawings as per suggestions at item No.1 and detailed estimate as per State KPWD/local market rates for nonscheduled items along with rate analysis and detailed specification for each item of estimate.	20 Days

4. Terms of payment

1	Carrying out of Preliminary Survey and submitting conceptual drawings	20%
2	Submission of detailed Architectural, structural drawings as per suggestions at item No.1 and detailed estimate as per State KPWD/local market rates for nonscheduled items along with rate analysis and detailed specification for each item of estimate.	60%
3	Issue of clarifications, details etc. on the drawings as and when requested by NMPA	20%

iv) Bill of quantities

Name of Work: Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding/ structural Glazing and Providing sheet roofing on the roof of the Business Development Centre at NMPA					
Item No.	DESCRIPTION OF ITEM	QTY	UNIT	RATE IN figures	AMOUNT (Rs. Ps.)
1	Consultancy services for Providing Aluminium Composite Panel (ACP) wall cladding and structural Glazing to the Business Development Centre building at NMPA Panambur for an approximate area of about 3000 sqm with the following scope of works:- 1) Preparation of Conceptual drawings for obtaining approval of NMPA including 3D views. 2) Preparation of detailed Architectural drawings and submitting 5sets of colour print outs. 3) Preparation of Structural design including structural drawing and submitting 5 sets in A2/A3 size. 4) Issue of clarifications, details etc. on the drawings as and when requested by NMPA	1.00	LS	1,98,500.00	1,98,500.00
2	Structural Consultancy Services for Providing sheet roofing on the Terrace and 1st floor roof of Business Development Centre Building, at NMPA Panambur for an approximate area of 14,500 sq.ft with the following scope of works:- 1) Preparation of Conceptual drawings for obtaining approval of NMPA including 3d views. 2) Preparation of detailed Architectural drawings and submitting 5 sets of colour print outs. 3) Preparation of Structural design including structural drawing and submitting 5 sets in A2/A3 size. 4) Issue of clarifications, details etc. on the drawings as and when requested by NMPA	1.00	LS	1,59,500.00	1,59,500.00
Total Rs.					3,58,000.00
Excess / Less (In percentage in two decimals)					
Quoted amount in Figures Rs.					

(Quoted amount - Rupees)

Note:

- 1) GST as applicable will be paid separately in the Tax invoice.
- 2) Contractor shall file the applicable returns with Tax department in time and submit the same as documentary evidence.

SIGNATURE OF THE BIDDER