



# HINDUSTAN STEELWORKS CONSTRUCTION LIMITED

(A Government of India Undertaking) A Subsidiary of NBCC (India) Limited

**Bokaro Steel City – 827001, Jharkhand**

**Tel. No. 06542-247876, Fax No. 06542-240164**

E-Mail : [tcbokaro@hscl.co.in](mailto:tcbokaro@hscl.co.in)

Website: [www.hsclindia.com](http://www.hsclindia.com), CIN: U27310WB1964GOI026118

**Dt. 01.09.2020**

## **NOTICE INVITING e-TENDER (NIT)**

**1.0** HSCL invites online percentage rate tenders for **Engagement of Security Agency for providing security services for HSCL Bokaro & Durgapur** as per schedule as under:

**2.0 Brief details:**

Tendering Document No.	<b>NIT No. HSCL/HRM/ADMIN/SECURITY/2020/e-168</b>
<b>Name of the Work</b>	<b>Engagement of Security Agency for providing security services for HSCL Bokaro &amp; Durgapur</b>
Brief Scope of Work	The successful tenderer is expected to deploy unarmed Security personnel for 147 man-days per week and armed Security personnel 07 man-days per week.
Estimated Cost put to Tender	<b>Rs. 33,03,425.90 (approx) (Excluding Agency Service Charge &amp; GST)</b>
Period of Completion	12 Months (365 Days)
Earnest Money Deposit	<b>Rs. 33,034/-</b> (In words: Rupees Thirty Three Thousand Thirty Four only) in the form of DD/BG as per ITT 4.0 payable at Bokaro Steel City. <b>Bank Details of Hindustan Steelworks Construction Limited</b> for preparation of Bank Guarantee & SFMS confirmation : ( Valid for 180 days as per ITT 4.0 ) Name of Beneficiary: Hindustan Steelworks Construction Limited, Bank Branch Name & Address : ICICI Bank Ltd., R N Mukherjee Road, Kolkata - 700001, Indian Financial System Code (IFSC) : ICIC0000006, <b>Current A/C No. 000605004870. Customer ID : 504786416</b> (MSME/NSIC/SSI Units will be waived from submitting EMD subject to submission of Declaration of the UDYOG AADHAR MEMORANDUM (UAM) NUMBER as per ITT Clause NO. 7)
Non-refundable cost of Tender document	<b>Rs. 2,950/-</b> including GST@ 18% in the shape of DD/PO in favour of Hindustan Steelworks Construction Limited payable at Bokaro Steel City. (MSME/NSIC/SSI Units will be waived from submitting Cost of Tender Document subject to submission of Declaration of the UDYOG AADHAR MEMORANDUM (UAM) NUMBER as per ITT Clause NO. 7)
Non-refundable cost of e-Tender processing fee	<b>Rs. 1,180/-</b> including GST@ 18% in the shape of DD/PO in favour of Hindustan Steelworks Construction Limited payable at Bokaro Steel City.
Last date & time of submission of Online Tender	<b>Up to 15.09.2020 by 11:00AM (IST)</b>

Period during which hard copy in original of EMD, Cost of Tender Document, e-tender processing fee, Letter of Acceptance of tender conditions unconditional, enlistment order of the contractor and other document as per NIT shall be submitted.	Up to 11.00 AM on <b>15.09.2020</b> <b>Zonal Head</b> <b>Hindustan Steelworks Construction Limited</b> <b>Bokaro Steel City – 827001 ( Jharkhand )</b>
Date & Time of Opening of technical Tender	<b>16.09.2020 at 11:30 AM</b>
Pre-Tender Meeting & Venue	<b>08/09/2020 at 03:00 PM at</b> <b>Hindustan Steelworks Construction Limited</b> <b>Bokaro Steel City – 827001 ( Jharkhand )</b>
Date & Time of Opening of Financial Tender	To be Intimated Later
Validity of offer	<b>150 days from the date of opening of price tender.</b>

### 3.0 Brief Details of Deployment of Security Personnel

The contractor shall deploy security personnel as follows for a period of one year:

Sl. No.	Place of Deployment of Security Guard	Place of Posting	A Shift	B Shift	C Shift	Days	Man days /Week
1.	<b>Hindustan Steelworks Construction Limited Bokaro Steel City 827001 ( Jharkhand )</b>	CEZ	1	1	2	All days	4 x 7 = 28
		CRM	0	1	1	All days	2 x 7 = 14
		Main Store	1	1	1	All days	3 x 7 = 21
		GM Bungalow	1	1	-	All days	2 x 7 = 14
			-	-	1	All days	1 x 7 = 7 (Armed Guard)
		Township	1	0	1	All days	2 x 7 = 14
ADM Building	1	2	1	All days	4 x 7 = 28		
2.	<b>Hindustan Steelworks Construction Limited Durgapur ( West Bengal )</b>	ADM Building	1	1	1	All days	3 x 7 = 21
		Store	1 Guard in General Shift			All days	1 x 7 = 7
	<b>TOTAL</b>	<b>Unarmed - 147 Man days / Week ; Armed - 7 Man days / Week;</b>					

**Note:** The no. of security personnel is /are only indicative and the actual head will be decided by HSCL in consultation with the security agency from time to time. The agency will have to provide the Security Guards as per requirement and no claim whatsoever will be entertained for any increase/decrease in number.

The tender document can be downloaded from website [http://eprocure.gov.in/eprocure/app\\_and www.hsclindia.com](http://eprocure.gov.in/eprocure/app_and www.hsclindia.com) "**Corrigendum, if any, would appear only on the website and not to be published in any News Paper**".

#### 4.0 MINIMUM ELIGIBILITY CRITERIA:-

The agency must fulfill the minimum eligibility criteria mentioned below:

##### A. Technical:

#### 01]

- i) The Security agency must be registered under **Private Security Agencies (Regulation) Act, 2005** and any other license / registration required for operating the contract satisfactorily
- ii) **The Security Agency must have its Head Office / Regional Office / Branch Office in Bokaro.**
- iii) The Bidder should have experience in providing Security Guard Personnel (Armed & Unarmed) in Central & State Govt./ PSUs/ Autonomous Bodies /Reputed Private Sector **for minimum three (03) financial years'** preceding to 31.03.2020.
- iv) Experience of having successfully completed similar works during the last 7 years ending initial stipulated last date of submission of tenders as per NIT :
  - a) Three similar works each costing not less than 40% of the estimated cost put to tender  
Or
  - b) Two similar works each costing not less than 50% of the estimated cost put to tender  
Or
  - c) One similar work costing not less than 80% of the estimated cost put to tender.
- v) Deployment of an average of **not less than 22 nos. security personnel / per day** in a year in a single contract during last three years (FY 2017-18,2018-19, 2019-20) to reputed Private bodies, Central / State Govt., PSUs / Autonomous Body, Corporation, etc.

#### 02]

- i) The past experience in similar nature of work should be supported by certificates issued by the client's organisation. In case the work experience is of Private sector the completion certificate shall be supported with copies of Letter of Award and copies of Corresponding TDS Certificates. Value of work will be considered equivalent to the amount of TDS Certificates.
- ii) The value of executed works shall be brought to the current level by enhancing the actual value of work done at a simple rate of 7% per annum, calculated from the date of completion to previous day of last day of submission of tenders.

iii) Joint-venture / consortia of firms / companies shall not be allowed.

iv) Certificates in the name of other Companies:

(a) Certificate of Subsidiary/Parent /Group Company /Own works: Any company/firm while submitting tender can use the work experience of its subsidiary company to the extent of its ownership in the subsidiary company. However, the companies/firms which intend to get qualified on the basis of experience of the parental company/group company/Own works shall not be considered. Further, the financial parameters of the subsidiary or Parental Company cannot be used by the other one for qualification.

(b) Merger/ Acquisition of Companies: In case of a Company/firm, formed after merger and/ or acquisition of other companies/firms, past work experience and Financial parameters like turnover, profitability, net worth etc. of the merged/ acquired companies/firms will be considered for qualification of such Company/firm provided such Company/firm continues to own the requisite assets and resources of the merged/ acquired companies/firms.

**vi) Foreign Certificate:**

(a) In case the work experience is for the work executed outside India, the bidders have to submit the completion/experience certificate issued by the owner duly signed & stamped and affidavit to the correctness of the completion/ experience certificates. The contractor shall also get the completion/experience certificates attested by the Indian Embassy/Consulate/High Commission in the respective country.

In the event of submission of completion /experience certificate by the Bidder in a language other than English, the English translation of the same shall be duly authenticated by Chamber of Commerce of the respective country and attested by the Indian Embassy/consulate / High Commission in the respective country.

(b) For the purpose of evaluation of Bidders, the conversion rate of such a currency into INR shall be the daily representative exchange rate published by the IMF as on 7 (Seven) days prior to the Last Date of Submission of tender including extension(s) given if any.

**B. Financial Strength:**

i) The Average annual financial turnover for last 3 years shall be at least 40% of the estimated cost put to tender. The requisite Turn Over shall be duly certified by a Chartered Accountant with his Seal/ signatures and registration number.

In case of Companies/Firms less than 3 years old, the Average annual financial turnover shall be worked out for the available period only.

ii) Net Worth of the company /firm as on last day of preceding Financial Year, should be positive.

iii) Self certified copy of Bank Solvency Certificate issued from Nationalised or any Schedule Bank should be at least 40% of Estimated Cost of the Project put to tender. The certificate should have been issued within 6 months from original last date of the

submission of the tender.

Note: Bank Solvency Certificate is not required if estimated cost put to tender is up to Rs.10 Crore.

- iv) The Bidder should at least have earned profit in minimum one year in the available last three consecutive balance sheets.

The bidders are required to upload and submit page of summarised Balance Sheet (Audited) and also page of summarised Profit & Loss Account (Audited) for last three years.

- 5.0 The intending tenderer must read the terms and conditions of HSCL carefully. He should only submit his tender if he considers himself eligible and he is in possession of all the documents required. Information and Instructions for Tenderers posted on Website(s) shall form part of Tender Document.

- 6.0 Those intending tenderers/contractors not registered on the website i.e. <http://eprocure.gov.in/eprocure/app> mentioned above with CPP / Govt. of India are required to get registered beforehand. If needed they can be imparted training on online tendering process as per details available on the website i.e. <http://eprocure.gov.in/eprocure/app>. The intending tenderer must have class-III digital signature to submit the tender.

- 7.0 The Tender Document as uploaded can be viewed and downloaded free of cost by anyone including intending tenderer. But the tender can only be submitted after uploading the mandatory scanned documents such as a) Demand Draft / Pay order or Banker`s Cheque towards cost of tender document, b) proof of deposit of e-Tender Processing Fee, c) Demand Draft/Pay Order or Banker`s Cheque of any Nationalized or all Commercial Scheduled Bank against EMD & All other documents shall be as per Notice Inviting e-tender.

#### **8.0 Security Deposit:**

The successful Bidder shall submit Security Deposit within 15 days from the date of issue of Letter of Intent / Order **in the form of Demand Draft for a sum of Rs. 3.30 Lakhs** (Rupees Three Lakhs Thirty Thousand only **from any Indian Nationalized/Scheduled Bank (except Cooperative Banks)** in favour of '**Hindustan Steelworks Construction Limited**' payable at Bokaro Steel City). Security Deposit shall be released upon successful bidder's request after having fulfilled all their contractual obligations and on production of No Objection Certificate.

- 9.0** The acceptance of Tender and award of contract (AOC) to one and more than one Contractor, if considered necessary, will rest with the HSCL who does not bind himself to accept the lowest Tender and will reserve to himself the authority to accept a Tender in whole or in part or reject any or all the Tenders received without assigning any reasons and no explanation can be demanded for the cause of rejection of his Tender by any Tenderer, neither any claim whatsoever on this score is tenable.

## **10.0 Set of Contract/Tender Documents:**

The following documents will constitute set of tender documents:

- a) Notice Inviting E-Tender
- b) Quoting Sheet for Tenderer
- c) Instructions to Tenderers (ITT) and AITT
- d) Special conditions of Contract (SCC)
- e) Form – A to Form – I of GCC 2019 (Revised on 01<sup>st</sup> June, 2020) (Ref. Co's Website <http://hsclindia.com>) of HSCL
- f) Acceptance of Tender Condition (Annexure – II)
- g) Integrity Pact (Annexure – III)
- h) Undertaking (Annexure – V)
- i) Corrigendum / Addendum / Other documents, if any
- j) Pre-bid clarifications, if any

**11.0** The tenderers are required to quote strictly as per terms and conditions, specifications, standards given in the tender documents and not to stipulate any deviations.

**12.0** The bidders are advised to submit complete details with their bids as Technical Bid Evaluation will be done on the basis of documents uploaded on website by the bidders with the bids. The information should be submitted in the prescribed proforma. Bids with Incomplete /Ambiguous information will be rejected.

**13.0** The bidders are advised in their own interest to submit their bid documents well in advance from last date/time of submission of bids so as to avoid problems which the bidders may face in submission at last moment /during rush hours.

However, after submission of the tender the tenderer can re-submit revised tender any number of times but before last time and date of submission of tender as notified.

**14.0** When it is desired by HSCL to submit revised financial tender then it shall be mandatory to submit revised financial tender. If not submitted then the tender submitted earlier shall become invalid.

**15.0** On opening date, the tenderer can login and see the tender opening process.

**16.0** Contractor can upload documents in the form of JPG format and PDF format.

**17.0** Contractor to upload scanned copies of all the documents including valid Regn. under Private Security Agencies (Regulation) Act, 2005, GST registration, Contract Labour Licence, EPF registration, ESIC Registration, Income Tax, PAN, TAN, Labour License, as stipulated in the tender document.

**18.0** If the bidder is found ineligible after opening of tenders, his tender shall become invalid and cost of tender document and processing fee shall not be refunded.

**19.0** If any discrepancy is noticed between the documents as uploaded at the time of submission of tender and hard copies as submitted physically by the contractor the tender shall become invalid and cost of tender document and processing fee shall not be refunded.

**20.0** Notwithstanding anything stated above, HSCL reserves the right to assess the capabilities and capacity of the tenderer to perform the contract, in the overall interest of HSCL. In case, tenderer's capabilities and capacities are not found satisfactory, HSCL reserves the right to reject the tender.

## **21.0 Certificate of Financial Turn Over:**

At the time of submission of tender, the tenderer shall upload Affidavit/Certificate from Chartered Accountant mentioning Financial Turnover of last 03 financial years or for the period as specified in the tender document. There is no need to upload entire voluminous balance sheet. However, one page of summarised balance sheet (Audited) and one page of summarised Profit & Loss Account (Audited) for last 03 F.Y. shall be uploaded and submitted in hard copy also.

- 22.0** In case of Percentage Rate Tender, Contractor must ensure to quote single percentage rate. The column meant for quoting rate in figures appears in **sky blue colour**. The Rate shall be Quoted up to 2 Decimals.

In case of Item Rate Tender, price shall be entered against each item in the Bill of Quantities / Schedule of Quantities. The cost of item against which the contractor has failed to enter a rate or price shall be deemed to be covered by rates and prices of other items in Bill of Quantities / Schedule of Quantities and no payment shall be made for the quantities executed for items against which rate has not been quoted by the contractor. The column meant for quoting rate in figures appears in **sky blue colour**. The Rate shall be Quoted upto 2 Decimals.

In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as "0". Therefore, if any cell is left blank and no rate is quoted by the tenderer, rate of such item shall be treated as "0" (ZERO).

- 23.0 Tenderer(s) are required to quote his Service Charge Percentage(%) on BASIC WAGES in the Price Bid format in 'xls sheet' which shall include all taxes (excluding GST), cost of necessary equipments, guards' outfits etc. which will be uploaded in the portal. GST (as applicable) shall be extra. In no case, Price bid shall be submitted in hard copy. However, Financial Evaluation shall be done based on the Percentage(%) quoted Service Charges in numeric form shown as BASIC RATE in the BOQ as quoted service charge and TOTAL AMOUNT in Words appears will be ignored.**

- 24.0** The tenderer(s) if required, may submit queries, if any, through E-mail and in writing to the tender inviting authority to seek clarifications within 7 days from the date of uploading of Tender on website but latest by so as to reach HSCL office not less than 2 days prior to the date of Pre-bid meeting (if to be held as per NIT). HSCL will reply only those queries which are essentially required for submission of bids. HSCL will not reply the queries which are not considered fit like replies of which can be implied /found in the NIT/ Tender Documents or which are not relevant or in contravention to NIT/Tender Documents, queries received after 7 days from the date of uploading of Tender on website, request for extension of time for opening of technical bids, etc. Technical Bids are to be opened on the scheduled dates. Requests for Extension of opening of Technical Bids will not be entertained.

The Pre-Bid meeting shall be attended by the intending bidders only and not by vendors/manufacturers. Further, the intending bidders should depute their authorized person with authorization letter in original to attend the pre-bid meeting.

- 25.0 Integrity Pact (For all contracts valuing Rs.5.00 Crores and above)**

Integrity Pact duly signed by the tenderer shall be submitted. Any tender without signed integrity Pact shall be liable for rejection.

### **Independent External Monitors**

- (i) In respect of this project, the Independent External Monitors (IEMs) would be monitoring the bidding process and execution of contract to oversee implementation and effectiveness of the Integrity Pact Program.

(ii) The Independent External Monitor(s) (IEMs) have been appointed by HSCL in terms of Integrity Pact (IP)-Section 6, which forms part of the tenders /Contracts. The contact details of the Independent External Monitor (s) are posted on the HSCL's website i.e. [www.hsclindia.com](http://www.hsclindia.com).

Name : Smt Pravin Tripathi , IA & AS (Retd.)  
Date of Birth : 23.12.1949  
Permanent Address : D, 243 Anupam Garden, Sainik Farm,  
New Delhi – 110068  
Phone No. : 011 – 29531715  
Mob No. : 9811299200  
Email Address : [pravin.tripathi@gmail.com](mailto:pravin.tripathi@gmail.com)

(iii) This panel is authorized to examine / consider all references made to it under this tender in terms of Integrity Pact. The Independent External Monitors (IEMs) shall review independently, the cases referred to them to assess whether and to what extent the parties concerned comply with the obligations under the Integrity Pact entered into between HSCL and Contractor.

(iv) The Independent External Monitors (IEMs) has the right to access without restriction to all Project documentations of the Employer including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his Project Documentations. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder / Contractor / Sub-Contractors etc. with confidentiality.

**26.0 List of Documents to be scanned, uploaded and also to be submitted in hard copy within the period of tender submission:**

- a) Demand Draft / Pay Order / Bank Guarantee of any Nationalized or all Commercial Scheduled Bank (except Cooperative Bank) against EMD
- b) Demand Draft from any Nationalized or all Commercial Scheduled Bank (except Cooperative Bank) towards cost of Tender Document and e-Tender Processing Fee
- c) ~~Memorandum Annexure I.~~
- d) Unconditional Letter of Acceptance of Tender Conditions (in original) (**Annexure-II**) (On Letter Head of the Applicant/ Bidder).
- e) ~~Integrity pact duly signed by the contractor (**Annexure-III**) (for all contracts valuing Rs.5.00 Crores & above). The bidders are required to download the Integrity Pact as uploaded in the tender documents, and sign on the same, put rubber stamp/seal and upload the signed copy on e-tendering websites.~~
- f) Details of Work Experience Certificates – **Form – A**
- g) Details of Similar Works - **Form – B**
- h) Financial Details- **Form – C**
- i) TDS details for Private Sector Projects – **Form – D**
- j) ~~Self-certified copy of Bank Solvency Certificate Form – E~~
- k) ~~Documents regarding Net Worth of the Company Firm.~~
- l) **Form – H** of GCC-Affidavit duly notarized by Notary Public on Non Judicial Stamp Paper of Rs. 100 for correctness of Documents /Information.
- m) Power of Attorney of the person authorised for signing/submitted the tender.
- n) ~~E-payment Transaction details towards cost of processing fees.~~



- o) **Valid registration details of GST, PAN / TAN / Income Tax, EPFO, ESI, Labour License, Contract Labour Act and Trade License.**
- p) All pages of the entire Corrigendum (if any) **including NIT & SCC** duly signed by the authorized person.
- q) Pre-bid clarifications, if any.
- r) General Information – **Form – F**
- s) Work Experience Certificates consisting of details as mentioned in **Form – G**
- t) Registration Details of the contractor in the GST Act– **Form – I**
- u) **The Bidder should also provide an undertaking (as per the format enclosed at Annexure - V)** that it will comply with all the applicable / prevailing statutory provisions, law, acts and Government Orders amended / notified during the period of agreement, the agency shall be solely responsible for payment of wages / salary and statutory dues to provide all the benefits as per the prevailing laws, acts and guidelines.

**NOTE:**

1. All the uploaded documents should be in readable, printable and legible form failing which the Bids are liable for rejection. The document submitted in hard copy should be indexed and duly page numbered.
2. The Contract agreement shall be signed only after meeting out all such requirements. No payment shall be released till such registration(s). In case of non-fulfilment of any such requirement by the bidder in due course of time, EMD shall be forfeited and the party will be put under holiday list.

**27.0** (a) No Clarification will be sought in case of non-submission of Cost of tender document or EMD of requisite amount or Unconditional letter of acceptance or Affidavit for correctness of document/information. In such cases the bid shall be rejected out rightly without seeking any further clarification/document.

(b) All the uploaded and submitted documents shall be considered as duly signed by contractor/ authorized representative.

**28.0** HSCL reserves the right to reject any or all tenders or cancel/withdraw the invitation for bid without assigning any reasons whatsoever thereof. HSCL does not bind itself to accept lowest tender. HSCL reserves the right to award the work to a single party or to split the work amongst two or more parties as deemed necessary without assigning any reason thereof. The contractor is bound to accept the portion of work as offered by HSCL after split up at the quoted/ negotiated rates. No claim of the contractor whatsoever shall be entertained by HSCL on this account.

**29.0** Canvassing in connection with the tender is strictly prohibited, and such canvassed tenders submitted by the contractor will be liable to be rejected and his earnest money shall be absolutely forfeited.

**30.0** In case of any query, please contact Shri Kamlesh Kumar Mishra, Sr. Site Engineer /TC & Cont.(I/c)/HSCL/Bokaro, Ph. No.06542-240015, during Office hours.

**(Zonal Head)**  
**HSCL / Bokaro**