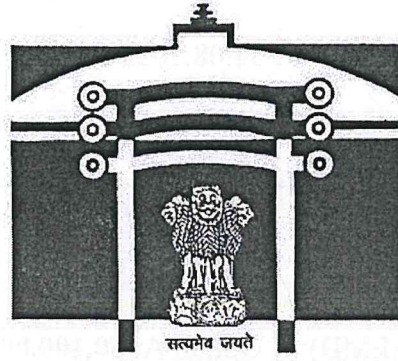


REQUEST FOR PROPOSAL

TOWARDS EXECUTION OF WORK, CONSERVATION TO VIRABHADRA TEMPLE,
INSCRIPTION AND ANCIENT SITE, GUDNAPUR, DIST. UTTAR KANNADA FOR THE
YEAR 2022-23.


REFERENCE No. : Sout/Dhar/Have/16V/12550849



प्रत्नकीर्तिमपावृणु

GOVERNMENT OF INDIA
MINISTRY OF CULTURE
ARCHAEOLOGICAL SURVEY OF INDIA
DHARWAD CIRCLE
DHARWAD

Contractors signature with seal


14.8.23
अधीक्षण पुरातत्वविद्
Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण
Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

1. Table A: Time and Work Frame


EXECUTION OF WORK, CONSERVATION TO VIRABHADRA TEMPLE, INSCRIPTION AND ANCIENT SITE, GUDNAPUR, DIST. UTTAR KANNADA, FOR THE YEAR 2022-23.

Manual bids shall not be accepted.

CRITICAL DATE SHEET

1.1	Date of issue of Tender	14.08.2023 18:30 Hrs
1.2	Bid Document Download/ Sale Start Date	14.08.2023 18:30 Hrs
1.3	Bid submission start date.	14.08.2023 18:30 Hrs
1.4	Bid submission end Date	30.08.2023 11:00 Hrs
1.5	Date of opening of Technical bid	31.08.2023 11.30 Hrs
1.6	Date of opening of Financial bid	After evaluation of technical bid
1.7	Validity of Bid/Date of Tender acceptance	120 days from the date of opening
1.8	Tender Cost	Rs. 20,02,467.00
1.9	Earnest Money Deposit(EMD): Three option- A or B or C	Option A: 50,100.00
1.9.1	Earnest Money Deposit(EMD): Three option- A or B or C Option A: Rs. 50,100.00 Demand draft in favour of the Superintending Archaeologist, ASI, (refundable) payable at Old Goa, Panaji (from Public Sector Bank or by any scheduled commercial bank acceptable to bank only) and the sealed cover should reach the office of the Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, Karnataka, 580008 before technical bid opening date and time as prescribed in the tender. EMD DD must be delivered in sealed cover and should either drop in the tender box or reach on or before 11.30 hrs of 31.08.2023 . Tender is liable for rejection for non-submission/non receipt of Original DD for EMD. The offer without EMD will be similarly rejected. Authority is not responsible for the postal/ courier delay in receiving the DD within the due date & time. DD for the EMD is valid only if it is drawn during the NIT notice period. Option B: The firm/unit/company those who are registered in MSME with Central Purchase Organization, National Small Industries Corporation (NSIC) or Ministry of Culture are exempted from paying EMD cost. But they should attach all copies of the MSME certificate, NSIC Registration certificate & Government Purchase Enlistment Registration Option C: The firm/unit/company those who are willing to avail the EMD exemption, should submit Bid Security Declaration (Annexure- III) in their company's letter head.	
1.10	Date of submission of Performance Guarantee Certificate	Within 15 days from the date of tender acceptance letter is issued; 5% of Order value. (Penalty will be attracted as per CPWD contract clause for late submission)
1.11	Work completion period	Within 120 days from the date of issuance of Work Order

Contractors signature with seal


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Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

Dear Madam/Sir,

Archaeological Survey of India, Dharwad Circle, invites Online Bids in the prescribed form under the Two Bid System for the execution of work under, Conservation to Virabhadra Temple, Inscription and Ancient site, Gudnapur, Dist. Uttara Kannada, for the year 2022-23.

The system of e-tendering shall be adopted comprising of Technical Bid and the Financial Bid.

Document Download: Tender Document can be downloaded from CPPP web site:<https://eprocure.gov.in/eprocure/appas> per the schedule given in CRITICAL DATE SHEET.

Technical Bid should, *inter alia*, contain all technical details of services and solutions to be provided along with such documentary proofs. Financial Bid should, *inter alia*, indicate item-wise price and other commercial / financial terms against the items mentioned in the Technical Bid.

2.0 Bid Submission:

Applicants/intending or interested Bidders are invited to submit their online proposal after carefully reading the Request for proposal (RFP) by providing (a) Technical Bid, and (b) Financial Bid, separately, clearly mentioning (i) 'Technical Proposal' and (ii) 'Financial Proposal' respectively. Such proposals are to be submitted online within the stipulated date and time as mentioned in the Bid document as given in CRITICAL DATE SHEET.

Bids shall be submitted online only at CPP Portal through web site:<https://eprocure.gov.in/eprocure/app>.

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

3.0 Earnest Money Deposit:

3.1 Mode of EMD submission for the Technical bid has three options: A or B or C.

Option A: Rs. 50,100.00 Demand draft in favour of Superintending Archaeologist, ASI, (**refundable**) payable at Old Goa, Panaji (**from Public Sector Bank or by any scheduled commercial bank acceptable to bank only**), and the sealed cover should reach the office of the Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, Karnataka, 580008 before technical bid opening date and time as prescribed in the tender. EMD DD must be delivered in sealed cover should reach on or before 11.30 hrs of 31.08.2023. **Tender is liable for rejection for non-submission/ non receipt of Original DD for EMD. The offer without EMD will be summarily rejected. Authority is not responsible for the postal / courier delay in receiving the DD within the due date & time. DD for the EMD is valid only if it is drawn during the NIT notice period. OR**

Option B: Copy of the certificates of The units registered under Single Point Registration Scheme of NSIC are only (*All MSEs having registration as per provision of the Policy i.e. registration with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Commission (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME*) eligible for exemption from payment of Earnest Money Deposit under "Public Procurement Policy for Micro & Small Enterprises Order 2012" As notified by the **Government of India Ministry of Micro Small & Medium Enterprises, New Delhi vide Gazette Notification dated 26.03.2012**. The firm/ unit/ company that is registered in MSME with Central Purchase Organisation, National Small Industries Corporation (NSIC) or Ministry of Culture are

exempted from paying EMD cost. But they should attach all copies of the MSME certificate, NSIC Registration certificate & Government Purchase Enlistment Registration **OR**

Option C: The firm/unit/company those who are willing to avail the EMD exemption, should submit Bid Security Declaration (Annexure-III) in their company's letterhead.

3.2 DD for EMD of all unsuccessful bidders will be returned after due process after opening the technical bid. The approved bidder's DD for EMD will be returned on receipt of security deposit.


3.3 The bid security may be forfeited:

- (i) If the bidder withdraws his bid during the period of bid validity specified by the bidder in the Bid form; or
- (ii) In case of successful bidder, if the bidder
 - (a) Fails to sign the contract in accordance with the terms of the tender document;
 - (b) Fails to furnish required performance security in accordance with the terms of tender document within the time frame specified by the Client;
 - (c) Fails or refuses to honour his own quoted prices for the services or part thereof.

Estimated Cost Of Tender: Rs. 20,02,467.00

Address for communication:

Contact Person	Superintending Archaeologist
Address for communication	O/o The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Behind Kannada Sahitya Bhavan, Near R. N. Shetty Stadium, Dharwad-580 008 Ph: 0836-2443678
	e-mail : circledharwad.asi@gov.in circledha.asi@gmail.com


4.8.23
अधीक्षण पुरातत्वविद्
Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण
Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

F.No.: Sout/Dhar/Have/16V/12550849
Government of India
Ministry of Culture
Archaeological Survey of India
Dharwad Circle, Dharwad

Date: 14.08.2023

4.0 BID NOTICE

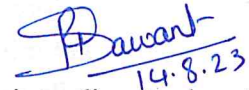
Online E-Tenders on behalf of the President of India, are invited under **Two Bid System** from reputed, well established and financially sound Contractors/Suppliers / Firms / registered with the **Archaeological Survey of India; CPWD, Karnataka Public Works, Port and Inland Water Transport Department and Department of Archaeology, Museum and Heritage, etc.** having experience in similar nature of works, for "Execution of work under, " Conservation to Virabhadra Temple, Inscription and Ancient site, Gudnapur, Dist. Uttar Kannada, for the year 2022-23."

Complete Bid Document can be downloaded from the portal <https://eprocure.gov.in/eprocure/app>.

Eligible and interested Companies/Firms/Agencies should upload the bid documents complete in all respects in the above portal as per the dates and time provided in the bid document. **Hard copy of the bid shall not be accepted and opened.**

The Technical Bids received online in the portal will be opened on **13.08.2023 from 11.30 hrs** in the presence of the bidder personally or his authorized representative.

ASI reserves the right to amend or withdraw any of the terms and conditions contained in the Bid Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Competent Authority in this regard shall be final and binding on all parties in all circumstances.


14.8.23

Superintending Archaeologist
Archaeological Survey of India
for and on behalf of the President of India

Copy to:

1. Notice Board
2. Website of ASI Department
3. All Ministries/ Departments.

5.0 GENERAL INSTRUCTIONS FOR BIDDERS :

Archaeological Survey of India, Dharwad Circle invites Online Bids in the prescribed form under the **Two Bid System** (Technical Bid and Financial Bid) from the reputed, experienced and financially sound Contractors registered with the Archaeological Survey of India, CPWD, Karnataka Public Works, Port and Inland Water Transport Department and Department of Archaeology, Museum and Heritage who have experience in similar nature of works for, “**Conservation to Virabhadra Temple, Inscription and Ancient site, Gudnapur, Dist. Uttar Kannada, for the year 2022-23.**”

5.1 The system of e-tendering shall be adopted, comprising of Technical Bid and the Financial Bid.

Document Download: Tender Documents can be downloaded from CPPP site: <https://eprocure.gov.in/eprocure/app> as per the schedule given in CRITICAL DATE SHEET.

Technical Bid should, inter alia, contain all technical details of services and solutions to be provided along with such documentary proofs. Financial Bid should, inter alia, indicate item-wise price and other commercial / financial terms against the items mentioned in the Technical Bid.

5.2 Bid Submission:

Applicants/ intending or interested Bidders are invited to submit their online proposal after carefully reading the Request for proposal (RFP) by providing (a) Technical Bid, and (b) Financial Bid, separately, clearly mentioning (i) ‘Technical Proposal’, and (ii) ‘Financial Proposal’ respectively. Such proposals are to be submitted online within the stipulated date and time as mentioned in the Bid document as given in CRITICAL DATE SHEET.

Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

5.3 Earnest Money Deposit:

5.3.1 Mode of EMD submission for the Technical bid has three options: A or B or C.

Option A: Rs. 50,100/- Demand draft in favour of Superintending Archaeologist, ASI, (**refundable**) payable at Old Goa, Panaji (**from Public Sector Bank or by any scheduled commercial bank acceptable to bank only**) and the sealed cover should reach the office of the Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, Karnataka, 580008 before technical bid opening date and time as prescribed in the tender. EMD DD must be delivered in sealed cover should reach on or before **11.30 hrs. of 31.08.2023.** **Tender is liable for rejection for non-submission/non receipt of Original DD for EMD. The offer without EMD will be summarily rejected. Authority is not responsible for the postal / courier delay in receiving the DD within the due date & time. DD for the EMD is valid only if it is drawn during the NIT notice period. OR**

Option B: copy of the certificates of The units registered under Single Point Registration Scheme of NSIC are only (*All MSEs having registration as per provision of the Policy i.e. registration with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Commission (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME*) eligible for exemption from payment of Earnest Money ~~Deposit~~ under “Public

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Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

Procurement Policy for Micro & Small Enterprises Order 2012” As notified by the **Government of India Ministry of Micro Small & Medium Enterprises, New Delhi vide Gazette Notification dated 26.03.2012.** The firm/unit/company those who is registered in MSME with Central Purchase Organisation, National Small Industries Corporation (NSIC) or Ministry of Culture are exempted from paying EMD cost. But they should attach all copies of the MSME certificate, NSIC Registration certificate & Government Purchase Enlistment Registration details as described in 4.8.2 **OR**

Option C: The firm/unit/company those who are willing to avail the EMD exemption, should submit Bid Security Declaration (Annexure- III) in their company's letter head.

5.4 Estimated Cost Of Tender: Rs. 20,02,467/- (Rupees Twenty Lakhs Two Thousand Four Hundred and Sixty Seven Only)

5.5 Time allotted for completion of work: 120 days from the day of issue of work order.


14.8.23
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Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण
Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle; Dharwad

F.No: Sout/Dhar/Hubl/7 Sm/11987621

Government of India
Ministry of Culture
Archaeological Survey of India
Dharwad Circle, Dharwad.

Dated: 14.08.2023

TENDER DOCUMENT

Name of work: Conservation to Virabhadra Temple, Inscription and Ancient site, Gudnapur, Dist. Uttar Kannada, for the year 2022-23.

Estimated Amount: Rs.20,02,467/-

E.M.D: Rs.50,100/-


Sl. No.	Description of work to be executed at site	Quantity	Place of work	Rate at which work to be executed (inclusive of every demand) in Rs	Unit	Amount in Rs.
1.	Removal of debris located in the exterior part of the monument, adjacent to the temple manually with due care without causing any damage to the ancient and hidden structure/ and shifting the same away from the site etc. complete.; all as per specification and as directed by the engineer-in-charge. (Work to be executed in presence/ as per the direction of Archaeologist)	186.64	Virabhadra Temple, Inscription and Ancient site, Gudnapur, Dist. Uttar Kannada	To be filled in BOQ only	Cu.m.	
2.	Earth work excavation in hard soil (red soil) manually, with due care to avoid damage to any hidded sculptures including disposing off the excavated soil away from the site complete; all as per specification and as directed by the engineer-in-charge. (Work to be executed in presence/ as per the direction of Archaeologist)	71.00			Cu.m.	

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14.8.23
अधीक्षक पुरातत्वविद् 8
Superintending Archaeologist
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Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

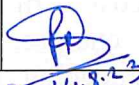
3	Providing and laying the Lime Concrete (1:2:4) for foundation of abutment wall using 1:2 Lime mortar and 20 mm down size bricks bats including, cost of materials, loading, unloading, conveyance charges, labour charges, mixing, laying, curing etc. complete; all as per the instruction of the engineer in-charge.	3.38			Cu.m.	
4	Construction of foundation wall (Below Ground level) with dressed laterite stone in Lime Mortar 1:1:1 including cost of materials, loading, unloading, conveyance charges, dressing, etc, complete; all as per specification & as directed by the engineer in charge. Note: The height of construction of each step varies at site condition.	14.06		To be filled in BOQ only	Cu.m.	
5.	Construction of abutment wall (Above ground level) with dressed laterite stone of average size 0.35mX0.25mX0.20m in Lime Mortar 1:1:1 including cost of materials, labour charges, loading, unloading, conveyance charges, dressing, etc, complete; all as per specification & as directed by the engineer in charge. Note: The height of construction of each step varies at site condition.	49.31			Cu.m.	
6	Resetting of the ancient brick structures as per the evidences of original alignment available at the site, resetting to be done properly in layers in precise manner in Lime Mortar 1:1:1 (1 Lime : 1 Sand: 1 Surkhi) including all cost of materials, labour charges, loading, unloading,	16.48			Cu.m.	

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 धारवाड मंडल, धारवाड
 Dharwad Circle, Dharwad

	conveyance charges, dressing, etc, complete; all as per specification & as directed by the engineer in charge.				
7	Pointing to the ancient structures (Exposed surfaces) and for abutment wall portion including all necessary work in Lime mortar 1:1:1 (1 Lime : 1 Sand: 1 surkhi) including all cost of materials, labour charges, loading, unloading, conveyance charges, dressing, etc, complete; all as per specification & as directed by the engineer in charge.	409.68			Sq.m.
8	Removing of old deteriorated weather proof coarse manually without causing any damage to the structural members and architectural member of the monument including cleaning and preparing the surface for laying of new weather proof coarse, wherever necessary by erecting and dismantling of scaffolding and disposing the removed debris away from the site, including all labour charges, conveyance charges etc; complete as directed by the engineer in charge.	18.60			Cu.m.
9	Filling and pointing to the joints between stone slabs at roof of monument / joints in between beam / other structural members including filling the void with brick jelly and Lime Mortar and levelling the surface for water proofing with lime mortar 1:1:1 (1 Lime : 1 Sand: 1 surkhi) (recessed pointing) to avoid leakage of roof slab including cost of materials, labour charges, loading,	62.01			Sq.m.

To be filled in BOQ only


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 धारवाड मंडल, धारवाड
 Dharwad Circle, Dharwad


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	unloading, conveyance charges, curing etc, complete; all as per specification & as directed by the engineer in charge.					
10	Providing and laying lime concrete 1:2:4 (1 Lime: 2 Sand : 4 Brick jelly (20mm and down)) for water tightening work to the roof of the monument & sub shrines for an average thickness of 150 mm with Lime plastering on top for finishing with lime mortar 1:1:1(1 Lime : 1 Sand: 1 surkhi) up to a thickness of 20mm including proper leveling in necessary gradient, ramming, compacting, curing up to 15 days or till setting, including cost of materials, labour charges, loading, unloading, conveyance charges, dressing, etc, complete; all as per specification & as directed by the engineer in charge.	18.60		To be filled in BOQ only		Cu.m.

6.0 TERMS AND CONDITIONS OF THE BID

- The authorized signatory of tender document will be deemed to have carefully read and understood the tender documents along-with the terms and conditions and thereafter he has filed the tender document for bid process.
- The right of acceptance of tender will rest with the Competent Authority of Archaeological Survey of India
- Archaeological Survey of India reserves the right to accept the whole or any part of the bid and successful bidder shall be bound to perform the same at the rates quoted.
- All the bids in which any of the prescribed conditions are not fulfilled or are incomplete in any respect shall be liable to be rejected.
- The tender will be processed as per the Public Procurement (Preference to Make in India) order 2017.
- **All the pages of this bid document, technical bid, attached documents to the technical bid and the Tender acceptance letter (printed on the letter head) should be signed either physically or digitally before uploading. Unsigned documents will not be considered and the bid will be rejected.**

Contractors signature with seal


 14.8.23
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 Superintendent Archaeologist
 भारतीय पुरातत्व सर्वेक्षण
 Archaeological Survey of India
 धारवाड मंडल, धारवाड

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- All correspondences regarding pre and post bid clarifications will be entertained only through the mail id circledharwad.asi@gov.in or circledha.asi@gmail.com
- Corrigendum in the terms and conditions of the bid will be uploaded only in <https://eprocure.gov.in/eprocure/app>. Please follow it carefully.
- Uploading of Ongoing Work Orders will not be considered and the work orders related to completed work along with competition certificates from the concerned authorities will only be considered.

6.1 Scope of Work and General Instructions for Tenderers

The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Behind Sahitya Bhavan, Near R N Shetty Stadium, Dharwad – 580008, invites online E-tender from reputed, well established and financially sound Contractors/Suppliers / Firms / registered with the Archaeological Survey of India, CPWD, Karnataka Public Works, Port and Inland Water Transport Department and Department of Archaeology, Museum and Heritage, having experience in similar nature of work i.e. Conservation / Other Work of Monuments/ Heritage Buildings.


6.2 Validity of bid

- 6.2.1 The validity of bid will be for a period of **90 days** and the time period for execution of the works will be for **120 days** from the date of award of contract. The decision of the Competent Authority is final and absolute in this regard.
- 6.2.2 The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, reserves the right to reject any or all received bids without assigning any reasons.
- 6.2.3 In case of breach of contract or in the event of not fulfilling the minimum requirements / statutory requirements, as per the mile stone the Client shall have the right to terminate the contract forthwith in addition to forfeiting the performance security amount deposited by the contractor and initiating administrative actions for black listing etc. solely at the discretion of the Competent Authority of the office of the Client. The Initial cost quoted by bidder for their defect maintenance liability charges of the Contract shall be valid for the entire contract period. No price escalation other than the statutory levies by Government shall be entertained by the client during the entire contract period.

6.3 RIGHT OF ACCEPTANCE

- 6.3.1 The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle reserves all rights to reject any bid including of those bidders who fail to comply with the instructions without assigning any reason whatsoever and does not bind it to accept the lowest or any specific bids. The decision of the Competent Authority of the O/o Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle in this regard shall be final and binding.
- 6.3.2 Any failure on the part of the bidder to observe the prescribed procedure and any attempt to canvass for the work shall render the bidder's bids liable for rejection.

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 Dharwad Circle, Dharwad

- 6.3.3 The Competent Authority of the office of the Superintending Archaeologist Archaeological survey of India, Dharwad Circle, reserves the right to award any or part or full contract to any successful agency/ agencies at its discretion and this will be binding on the bidders.
- 6.3.4 In case of failure to comply with the provisions of the terms and conditions mentioned, by the agency that has been awarded the contract, the Competent Authority of the O/o the Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, reserves the right to award the contract to the next higher bidder or any other outside agency and the difference of price shall be recovered from the defaulter agency who has been awarded the initial contract and this will be binding on the bidders.
- 6.3.5 The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, may terminate the Contract if it is found that the Contractor is black listed on previous occasions by any of the Government Departments / institutions / Local Bodies / Municipalities / Public Sector Undertaking etc.

6.4 Earnest Money Deposit

6.4.1 Mode of EMD submission for the Technical bid has three options: A or B or C. at **Clause 5.3**

6.4.2 DD for EMD of all unsuccessful bidders will be returned after due process after opening the technical bid. The approved bidder's DD for EMD will be returned on receipt of security deposit.

6.4.3 The bid security may be forfeited:

- (i) If the bidder withdraws his bid during the period of bid validity specified by the bidder in the Bid form; or
- (ii) In case of successful bidder, if the bidder,
 - (a) Fails to sign the contract in accordance with the terms of the tender document;
 - (b) Fails to furnish required performance security in accordance with the terms of tender document within the time frame specified by the Client;
 - (c) Fails or refuses to honour his own quoted prices for the services or part thereof.


6.4.4 The EMD shall be submitted in closed envelope duly super scribed with the name of the work.

6.4.5 The EMD DD may be handed over by hand/Speed Post/Couriers/any other means convenient to the bidder. However, the timely delivery of the same should be ensured by the bidder. The officers assigned the task of opening the bids shall not open the technical bids of those bids whose EMD DD was not received by the stipulated time. No representation in this regard will be entertained.

6.4.6 In the event of cancellation of bidding process by the Competent Authority, the EMD of all the bidders will be returned by Speed Post.

6.4.7 The offer without EMD will be rejected summarily.

Contractors signature with seal


14.8.23
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Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad


6.5 Security Deposit cum Performance Guarantee

- 6.5.1 Security deposit cum **Performance Guarantee @ 5% on total bid amount**, (rounded off to nearest hundred rupees) shall be submitted by the successful bidder (L1) within fifteen days of tender acceptance in the form of Fixed Deposit/ Bank Guarantee only. The FDR/ Bank Guarantee should be valid for **Six Months** from the date of acceptance of the work order. The instrument should be endorsed in favour of the Superintending Archaeologist, ASI, Dharwad Circle.
- 6.5.2 The work order will be cancelled in the event of delay in submission of Performance Guarantee or non-submission. The EMD DD will not be returned.
- 6.5.3 After the submission of Performance Security, the EMD DD shall be released to the successful bidder.
- 6.5.4 The Bank Guarantee can be forfeited by order of the Competent Authority of the Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle in the event of any breach or negligence or non-observance of any terms/condition of contract or for unsatisfactory performance or for non-acceptance of the work order. On expiry of the contract, such portion of the said Bank Guarantee as may be considered by the Superintending Archaeologist, Archaeological Survey of India, Dharwad sufficient to cover any incorrect or excess payments made on the bills to the firm, shall be retained until the final audit report on the account of firm's bill has been received and examined.
- 6.5.5 If the contractor is called upon by the Competent Authority of the Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle to deposit Security and the contractor fails to provide the security deposit within the period specified such failure shall constitute a breach of the contract and the Superintending Archaeologist of Archaeological Survey of India, Dharwad Circle shall be entitled to make other arrangements at the risk, cost and expense of the contractor.
- 6.5.6 On due performance and completion of the contract in all respects, the Security Deposit will be returned to the contractor without any interest on presentation of an absolute No Demand Certificate/ No defect liability certificate in the prescribed form and upon return in good condition of any specifications, samples or other property belonging to the purchaser, which may have been issued to the contractor

6.6 General Conditions

- 6.6.1 The tendering Contractors/Suppliers/Firms/Agencies are required to upload all the mandatory documents as per the technical eligibility criteria along with the signed tender documents, failing which their bids shall be summarily/ out-rightly rejected and will not be considered any further.
- 6.6.2 Before execution of work contractor must sign the agreement in this office.
- 6.6.3 The materials pertaining to this work should be checked by the competent officer.
- 6.6.4 Conditional bids shall not be considered and will be out rightly rejected.

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- 6.6.5 All entries in the tender form should be legible and filled in clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. No overwriting or cutting is permitted in the Financial Bid Form. In such cases, the tender shall be summarily rejected. However, corrections, if any, in the Technical Bid Application must be initialed by the person authorized to sign the tender bids.
- 6.6.6 In case of the above provision are violated, the company shall be liable to be blacklisted from the Government of India.
- 6.6.7 The tenders will be opened at office of Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, Behind Kannada Sahitya Bhavan, Near R N Shetty Stadium, Dharwad-580008
- 6.6.8 The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, reserve the right to cancel any or all the bids without assigning any reason.
- 6.6.9 **Tenders from Joint ventures are not acceptable.**


6.7 Submission of Bids

6.7.1 Eligibility Criteria

The tendering Company/Firm/Agency shall fulfill the following technical specifications for Technical Bid: -

Sl. No.	Eligibility Condition	Copies of relevant documents required
1	The Company /Firm /Agency should be registered with the appropriate registration authority. (CPWD/ PWD of State Govt./ Railways/ MES/ Public Works/Port and Inland Water Transport Department/Department of Archaeology Museum and Heritage, etc.)	Valid Registration certificate of the Company/Firm/Agency
2	The Company/Firm/Agency should be registered with the Income Tax and Service/GST Tax Department	Copy of the registration certificate with latest GST Returns and/or GST ECRs of latest quarter filed with the authority.
3	PAN Card in the name of the Company/Firm/Agency	Copy of the PAN Card in the name of the firm/ self-proprietorship etc. Else duly notarized affidavit confirming ownership/ self-proprietorship to be provided
4	Income Tax return for the last three financial years to be attached <u>assessment year 2021-22 for the financial year 2020-21, assessment year 2022-23 for the financial year 2021-22 and assessment year 2023-24 for the financial year 2022-23. (If ITR of FY 2022-23 is not filed then ITR FY 2019-20 will be considered)</u>	Copies of ITRs
5	The Company/Firm/Agency should be registered with labour department	Copy of Valid Registration Certificate/ Number

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 Dharwad Circle, Dharwad

6	The Company/Firm/Agency should be registered with Employees Provident Fund and Employees State Insurance Corporation	Copy of the registration certificates and ECRs of ESIC and EPF from March 2023 to June 2023.
7	The Average Annual Financial Turnover during the last three years ending 31 st March of the previous Financial Year should be at least 30% of the estimate cost.	Copies of certificate issued by the Chartered Accountant along with UDIN issued by the Competent Authority to the firm for Financial Year 2020-21, 2021-22 and 2022-23. If 2022-23 is not audited 2019-20 will be taken into consideration.
8	<p>Experience Criteria</p> <p>Experience of having successfully completed <u>similar works</u> during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following:-</p> <p>i) Three similar completed works costing not less than the amount equal to 40% of the estimated cost. Or</p> <p>ii) Two similar completed works costing not less than the amount equal to 50% of the estimated cost. Or</p> <p>iii) One similar completed works costing not less than the amount equal to 80% of the estimated cost.</p>	<p>Copies of Work Orders along with <u>Completion Certificates</u>.</p> <p>(Certified true translation of work order and work done certificate to be provided in case <u>the work orders and work done certificates are in regional languages</u>)</p>
09	EMD	Mode of EMD submission for the Technical bid has three options: A or B or C at Clause 5.3.1.

6.8 Method of Bidding

- 6.8.1 The bid is invited under Two bid system i.e. of Technical Bid and Financial Bid.
- 6.8.2 The technical bids of those bidders who have submitted the **EMD as per Cl. 5.3** before the stipulated time shall only be opened. No representation or other proof of posting/courier receipts/scanned copies will be accepted in this regard. Bidder should ensure that the EMD instrument reaches the O/o The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Behind Kannada Sahitya Bhavan, Near R.N.Shetty Stadium, Dharwad-580 008, well before the time given in the critical date section.
- 6.8.3 The technical bid and financial bid documents are uploaded in the <https://eprocure.gov.in/eprocure/app>. Detailed instructions are provided at the end of this document in this regard. The bidder should fill in all details and upload the supporting documents as requested in the technical bid section.

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 Dharwad Circle, Dharwad

6.9 Process of opening and evaluation of bid

- 6.9.1 The technical bids of those bidders who have submitted the EMD as per Cl. 5.3.1 will only be opened by the officers assigned to open the bids.
- 6.9.2 The opened technical bids will be evaluated by a duly constituted Technical Evaluation Committee. The committee will evaluate the documents provided in support of eligibility criteria. Therefore, the bidders are advised to provide all supportive documents as given above. The bidder may also upload more documents in support of their eligibility. The decision of the Technical Committee is final.
- 6.9.3 After evaluation of the technical bids, the report of the Technical Committee will be uploaded in the portal.
- 6.9.4 The financial bids of eligible bidders will be opened thereafter after two official working days for opening of the financial bid. This is tentative. The exact date and time will be informed in the uploaded Technical Committee Report.
- 6.9.5 **In case of tie in lowest rate, the contractor/ Firm/ Agency who has completed more work in last 3 years in same line of work in Archaeological Survey of India (in first instance) or in State Archaeological Departments shall be declared L1. (Copies of order and completion certificate from employer shall be provided along with Technical Bid.)**
- 6.9.6 The work shall be awarded to the L1 bidder. The L1 of the financial bid will be approved /recommended by the Competent Authority for approval.
- 6.9.7 The bidder or their authorized representative (with authorization letter and ID proof) may choose to be present during the opening of the technical bid and financial bid.

6.10 Issue of Work Order

- 6.10.1 After the approval of L1 by the Competent Authority, the successful bidder (L1) (hereafter contracting company/Firm/Agency) shall be given **Fifteen calendar days** to submit the Letter of Acceptance and Performance Security/ Security Deposit in the form of FDR/ Bank Guarantee endorsed in favour of The Superintending Archaeologist, ASI, Dharwad Circle, along with acceptance letter for execution of work. **No extension of time will be given in this regard.**
- 6.10.2 If the contracting company/ Firm/ Agency does not submit the Letter of Acceptance and Performance Security/Security Deposit FDR within the stipulated date or failed to provide the acceptance letter, the work order will not be issued and the EMD DD will be forfeited. Also, the agency will be black listed from participating in tender for future.
- 6.10.3 On receipt of the Letter of Acceptance of tender and Performance Security/ Security Deposit (FDR) along with the acceptance letter, the Work Order will be issued for the deployment of manpower.
- 6.10.4 The contracting company/ Firm/ Agency should complete execution of work/ supply of material within **120** days from the date of issue of the work order.

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6.11 Termination

In case of breach of any of terms and conditions of the Contract by the Contractor, the Competent Authority of the Client shall have the right to cancel the Contract without assigning any reason thereof, and nothing will be payable by the Client and in that event and the security deposit in the form of performance Bank Guarantee shall be forfeited. The agreement shall come to an end either on completion of the contract or shall be terminated due to breach of contractual obligations.

6.12 Signing of Contract Agreement

6.12.1 The successful bidder shall present himself for the signing of the contract within 15 days after receipt of the Letter of Acceptance and execution of the agreement. The successful Bidder shall enter into contract and shall execute and sign the Contract Agreement in accordance with the Articles of Agreement before commencement of the works/ services. *(For service contract-Client shall prepare the draft Articles of Agreement in the Performa included in this Document, duly incorporating all the terms of agreement between the two parties and send the same induplicate to the successful Bidder for their concurrence. The successful Bidder shall return the duly concurred copies of the draft Articles of Agreement within Seven (07) days of receipt of the draft Articles of Agreement from Client, duly printed on the correct amount of stamp paper, duly adjudicated by the registrar of stamps where the contract is proposed to be executed).*

6.12.2 The Competent Authority of the Client shall sign the Contract agreement and return a copy of the same to the successful bidder.

6.12.3 Contract Agreement has to be executed with Client within 15 days from the date of issue of tender acceptance letter.

6.12.4 Company should attach or upload copy of the written power of Attorney of the signatory of the Bid to commit the Bidder for signing NIT, agreement and all other documents related to the tender.

6.13 Commencement of Works/Services.

6.13.1 The Contract shall become legally binding and in force only upon: Submission of Performance Bank Guarantee in accordance with Clause 6.5. The Contractor shall commence the work within 15 days from the date of issue of Award of Contract.

6.14 FRAUD AND CORRUPTION

6.14.1 The Employer requires Bidders, suppliers, contractors, and Firms to observe the highest standard of ethics, during the procurement and execution of contracts. In pursuance of this policy, the Employer:

- a) Defines, for the purposes of this provision, the terms set forth below as follows:
- b) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution;

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- c) "fraudulent practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the Government, and includes collusive practices among bidders and consultants (prior to or after submission of bids and proposals) designed to establish prices at artificial, noncompetitive levels and to deprive the Government of the benefits of free and open competition;
- d) "collusive practices" means a scheme or arrangement between two or more bidders, designed to establish bid prices at artificial, non-competitive levels or to influence the action of any party in the procurement process or the execution of contract;
- e) "coercive practices" means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in the procurement process or affect the execution of a contract.;
- 6.14.2 will reject a bid and/or proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- 6.14.3 will respectively declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract funded by the Employer if it, at any time, determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, any contract.

6.15 Terms and conditions of contract

- 6.15.1 The contracting Company/ firm/ Agency shall not be allowed to transfer, assign, pledge or sub contract its rights and liabilities under this contract.
- 6.15.2 The tenderer will be bound by the details furnished by him/her to this Department, while submitting the tender or at subsequent stage. In case, any document furnished by him/ her is found to be false at any stage, it would be deemed to be a breach of terms of Contract making him/ her liable for legal action besides termination of contract.
- 6.15.3 ASI reserves right to terminate the contract during initial period also after giving three days' notice to the contracting agency in case of breach of terms of contract.
- 6.15.4 Whenever minimum wage is revised by the State Govt. of Karnataka/ Central Labour Commissioner (Central) as applicable, the rate in the contract and the consequential statutory payments shall automatically get revised keeping the Contractors Service Charge unchanged.
- 6.15.5 The Superintending Archaeologist, Archaeological Survey of India, Dharwad Circle, Dharwad, reserves the right to cancel any or all the bids without assigning any reason.
- 6.15.6 Labourers aged between eighteen to sixty years will only be engaged for work.
- 6.15.7 ASI shall have the full right to ask for removal/replacement of any person of the agency, who is not found to be fit/ suitable and orderly discharge his/ her duty.
- 6.15.8 Each page of the tender documents including NIT must be stamped and signed. All the bidders are hereby explicitly informed that the conditional bids

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or bids with deviations from the conditions of the contract, not meeting the minimum criteria, technical bids not accompanied with EMD of requisite amount or any other requirements, stipulated in the tender documents are liable to be rejected. **DD for the EMD is valid only if it is drawn during the NIT notice period.**

6.15.9 **All the registration certificates should be valid on the date of opening of the tender.**

6.16 Liabilities, Control Etc. of the Persons Deployed.

6.16.1 The Income tax (TDS), GST and Labour Cess or any other taxes levied by the government shall be deducted from the respective bills as per the provisions of the Government of India Notification/Income Tax Department & Labour Department, as amended from time to time and a certificate to this effect shall be provided to the agency by this Department.

6.16.2 Since it is a part of the conservation work to the centrally protected monument and not a modern work like CPWD, it is understood that **the bidder has inspected the site and assessed the volume and nature of work before bidding for the project**; no claim, whatsoever, will be entertained at any stage, in this regard.

6.16.3 The site is a National Monument and its ambience must be maintained without any damage to monument. As the sites are non-smoking area/non plastic area and hence the agency must be strictly comply with such requirement.

6.16.4 The agency has to bear with abrupt repeal of funds by the Government and has to wait till allotments are made. No interest for the delay in payment will be made by the ASI. The quantum of work can be modified as per availability of the funds and need of the work.

6.16.5 ASI reserves its right to regulate (scale down) the work as per the situation considering the nature and consequences in work progress and the payment will be as per actual executed work and the contractor will not have any claim beyond the actual.

6.16.6 Approved bidder should submit the complete work schedule/plan item wise, milestone for approval by employer before initiation of work.

6.16.7 Bidder shall abide by the Compliance of Public Procurement (Preference to Make in India), order 2017 and subsequent amendment time to time, circulated by Conservation Section vide file number T-15013/4/2021- CONS dated 4th August 2021, that: (a) The bidder is compliant to Public Procurement (Preference to Make in India) order 2017 and subsequent amendments dated 16th September 2020 as relevant and applicable; (b) The bidder is compliant to the Provision of Rule 144 (ix) of GFR 2017.

6.16.8 The contracting agency shall ensure that the individual manpower deployed is physically fit to discharge duties.

6.16.9 In case the persons employed by the successful Company/ Firm/ Agency commits any act omission/ Commission which amounts to misconduct/indiscipline/ incompetence, the successful Company/ Firm/ Agency will be liable to take appropriate disciplinary/ legal action against such persons, including their removal from site of work, if required by the Department.

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- 6.16.10 The tendering Company/ firm/ agency shall replace immediately any of its personnel who are found unacceptable to this Department because of security risks, incompetence, conflict of interest, improper conduct, etc., on instructions of this Department.
- 6.16.11 This Department shall not be responsible for any damages, losses, claims, financial or injury to any other person deployed by service providing agency in the course of their performing the functions/ duties, or for payment towards any compensation.
- 6.16.12 The tendering agency shall maintain all statutory registers under the applicable law. The agency shall produce the same, on demand, to the concerned authority. This Department or any other authority under law. A compliance certificate in this regard will be submitted along with the bills every month.
- 6.16.13 The tendering agency will be responsible for compliance of all statutory provisions relating to minimum wages, Service tax, Provident Fund and Employees State Insurance etc.
- 6.16.14 Conditional bids shall not be considered and will be rejected in the first instance.
- 6.16.15 The contracting Company/ Firm/ Agency shall not indulge in malpractices like charging of registration or consultation fee from the manpower deployed in ASI under the contract. Any such malpractice shall render the contracting Company/ Firm/ Agency liable for termination of contract.
- 6.16.16 The tender will be bound by the details furnished to the ASI while submitting the tender or at subsequent stage. In case, any of such documents furnished is found to be false at any stage, it would be deemed to be a breach of terms of Contract, making it liable for legal action besides termination of contract and forfeiture of Performance Security.
- 6.16.17 It will be the responsibility of the vendor to meet transportation, medical and any other requirements in respect of the persons deployed by it in the ASI. The ASI will have no liability in this regard.
- 6.16.18 The Service providing agency shall be solely responsible for the redressal of grievances/ resolution of disputes relating to person deployed. The ASI shall, in no way be responsible for settlement of such issued whatsoever.

6.17 LEGAL

- 6.17.1 Vendor will be responsible for timely payment to the supplied manpower and statutory authorities and compliance of all statutory provisions relating to minimum wages/ specified contract amount etc. in respect of the person deployed by it in the ASI. The Agency has to submit copy of deposit of EPF/ESI with concerned authorities every month as an evidence of payment in the accounts of persons deployed.
- 6.17.2 The tendering agency shall also be liable for depositing all taxes, levies, cess etc. on amount of service rendered by it to the ASI to the concerned tax collection authorities from time to time as per extant rules and regulations on the matter.

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6.17.3 The provisions of the Information Technology Act (IT Act) as amended from time to time will be applicable to the vendor and the assigned employees to ASI.

6.18 FORCE MAJEURE

1. Force majeure clause will mean and be limited to the following in the execution of the contract/purchase order placed by ASI:-
2. "If at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of any war, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (here in after referred to events) provided, notice of the happening of any such event is given by either party shall be reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against the order in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist, and the decision of the DG, ASI as to whether the deliveries have been so resumed or not, shall be final and conclusive, provided further that if the performance in whole or part or any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 30 days, either party may at its option terminate the contract".


7 ARBITRATION

ASI and the selected vendor shall make every effort to resolve amicably by direct negotiation, any disagreement or dispute arising between them under or in connection with the work order, If any dispute arises between parties on aspects not covered by this agreement, or the construction or operation thereof, or the right, duties or liabilities under these except as to any matters the decision of which is specially provided for by the general or the special conditions, such dispute shall be referred to the arbitrator as appointed by DG, ASI and the award of the arbitration, as the case may be, shall be final and binding on both the parties. The arbitrator with the consent of parties may modify the time frame for making and publishing the awards. Such arbitration shall be governed in all respects by the provision of the Indian Arbitration Act, 1996 or later and the rules there under and any statutory modification or re-enactment, thereof. The arbitration proceeding shall be held in courts at Dharwad.

8 APPLICABLE LAW

The work order will be governed by the laws and procedures established by the Govt. of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/processing.

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TECHNICAL BID

[Editable Word file will be sent by mail on request]

The bidding Manpower Company/ Firm/ Agency should fulfill the following ELEGIBILITY requirement and furnish self-attested copies of documents with technical bid.


A. Profile of Company/ Firm/ Agency

Sl.No	Particular	
1	Name of the Company/ Firm/ Agency (As given in the registration certificate)	
2	Registered Address	
3	Operating Address	
4	e-mail id (This will used for all correspondence from and with us. A delivered mail sent to this id is taken as receipt by the bidding Company/ Firm/ Agency)	
4	Name of Authorized signatory (Supported by required documents)	
5	All statutory numbers, id etc like PAN, GST, TAN, etc (Add rows)	

B. Eligibility Criteria

Sl. No.	Eligibility Condition	Copies of relevant documents required
1	The Company /Firm /Agency should be registered with the appropriate registration authority. (CPWD/ PWD of State Govt./ Railways/ MES/ Public Works/Port and Inland Water Transport Department/Department of Archaeology Museum and Heritage, etc.)	Valid Registration certificate of the Company/Firm/Agency
2	The Company/Firm/Agency should be registered with the Income Tax and Service/GST Tax Department	Copy of the registration certificate with latest GST Returns and/or GST ECRs of latest quarter filed with the authority.
3	PAN Card in the name of the Company/Firm/Agency	Copy of the PAN Card in the name of the firm/ self-proprietorship etc. Else duly notarized affidavit confirming ownership/ self-proprietorship to be provided
4	Income Tax return for the last three financial years to be attached <u>assessment year 2021-22 for the financial year 2020-21, assessment year 2022-23 for the financial year 2021-22 and assessment year 2023-24 for the financial year 2022-23. (If ITR of FY 2022-</u>	Copies of ITRs

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	<u>23 is not filed then ITR FY 2019-20 will be considered)</u>	
5	The Company/Firm/Agency should be registered with labour department	Copy of Valid Registration Certificate/ Number
6	The Company/Firm/Agency should be registered with Employees Provident Fund and Employees State Insurance Corporation	Copy of the registration certificates and ECRs of ESIC and EPF from March 2023 to June 2023.
7	The Average Annual Financial Turnover during the last three years ending 31 st March of the previous Financial Year should be at least 30% of the estimate cost.	Copies of certificate issued by the Chartered Accountant along with UDIN issued by the Competent Authority to the firm for Financial Year 2020-21, 2021-22 and 2022-23. If 2022-23 is not audited 2019-20 will be taken into consideration.
8	Experience Criteria Experience of having successfully completed <u>similar works</u> during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following:- i) Three similar completed works costing not less than the amount equal to 40% of the estimated cost. Or ii) Two similar completed works costing not less than the amount equal to 50% of the estimated cost. Or iii) One similar completed works costing not less than the amount equal to 80% of the estimated cost.	<u>Copies of Work Orders along with Completion Certificates.</u> <u>(Certified true translation of work order and work done certificate to be provided in case the work orders and work done certificates are in regional languages)</u>
09	EMD	Mode of EMD submission for the Technical bid has three options: A or B or C at Clause 5.3.1.

C. Details of Experience

Sl. No.	Year	Government or Public Sector Companies/ Banks etc	Work Order Reference	Quantity Executed	Total value executed

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D. Turnover

Sl. No.	Year	Turnover
1	2019-20	
2	2020-21	
3	2021-22	
4	2022-23	

E. List of Documents attached (Add rows. Pl enumerate all the documents)

Sl. No.	Criteria	Details of the document


I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them:

My agency has not been blacklisted/ debarred from participating in tender of any Ministry/ Department of Government of India and Government of India undertaking in the last Three (3) Years as on date of opening of this Tender.

The Information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief.

I/we are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law:

Place		Signature of the Authorized signatory
Date		


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Instructions for Online Bid Submission

The Bidders are required to submit soft copies of their Bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the Bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their Bids online on the CPP Portal.

More information useful for submitting online Bids on the CPP portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online Bidder Enrolment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the Bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the Bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / N-Code / e-Mudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a Bidder. Please note that the Bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate Bidders to search active tender by several parameters. These parameters could include Tender ID, Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the Bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the Bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the Bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The Bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification /help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their Bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the Bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the Bid.
- 3) Bidder, in advance, should get ready the Bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/ XLS/ RAR/ DWF/ JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every Bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the Bidders.

Contractors signature with seal

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धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a Bid, and need not be uploaded again and again. This will lead to a reduction in the time required for Bid submission process.


SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the Bid in time i.e. on or before the Bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The Bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee/ EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/ couriered/ given in person to the concerned official, latest by the last date of Bid submission or as specified in the tender documents. The details of the DD/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during Bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial Bids in the format provided and no other format is acceptable. If the price Bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the Bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the Bidder). No other cells should be changed. Once the details have been completed, the Bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the Bidder, the Bid will be rejected.
- 6) The server time (which is displayed on the Bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the Bids by the Bidders, opening of Bids etc. The Bidders should follow this time during Bid submission.
- 7) All the documents being submitted by the Bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of Bid opening. The confidentiality of the Bids is maintained using the secured socket layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any Bid document that is uploaded to the server is subjected to symmetric encryption using buyers/Bid opener’s public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized Bid openers.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized Bid openers.
- 9) Upon the successful and timely submission of Bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful Bid submission message & a Bid summary will be displayed with the Bid no. and the date & time of submission of the Bid with all other relevant details.
- 10) The Bid summary has to be printed and kept as an acknowledgement of the submission of the Bid. This acknowledgement may be used as an entry pass for any Bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online Bid Submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk Number - 0120-4001 002, 0120-4001 005, 0120-6277 787 Email :support-eproc(at)nic(dot)in or

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धरवाड मंडल, धरवाड
Dharwad Circle, Dharwad

TENDER ACCEPTANCE LETTER
(To be given on Company letter Head)

Date:

To,

Sub: Acceptance of terms & conditions of Tender.

Tender Reference no: _____

Name of Tender/ Work:-

Dear Sir,

1. I/We have download / obtained the tender document(s) for the above mentioned 'Tender/work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby the terms / conditions / clauses contained therein.

3. The corrigendum (s) issued from time to time by your department/ organization have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.


5. I/We do hereby declare that our firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall, without giving any notice or reason therefore or summarily, reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Contractors signature with seal


14.8.23
अधीक्षक पुरातत्वविद्
Superintending Archaeologist
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Archaeological Survey of India
धारवाड मंडल, धारवाड
Dharwad Circle, Dharwad

DECLARATION

1. I, _____ Son/ Daughter of Shri _____ signatory of the agency/ firm mentioned above, is competent to sign this declaration and execute this tender document:
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them:
3. My agency has not been blacklisted/ debarred from participating in tender of any Ministry/ Department of Government of India and Government of India undertaking in the last Three (3) Years as on date of opening of this Tender.
4. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
5. I/we are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.


Signature of authorized person(s)

Date:

Full Name:

Place:

Seal:


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Archaeological Survey of India
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Dharwad Circle, Dharwad

Form 7: Documents Relating To Bid Security

Note: Submit Form 7 as part of Technical bid, a Bid Securing Declaration in lieu of bid security in the following format. Bidders exempted from submission of bid security are also required to submit this.

Bid Securing Declaration

(on Company Letter-head)

Bidder's Name _____

[Address and Contact Details]

Bidder's Reference No. _____ Date.....

To

The President of India, through
The Superintending Archaeologist
Archaeological Survey of India
Dharwad Circle, Near R N Shetty Stadium,
Behind Kannada Sahitya Bhavan, Dharwad 580008.

Ref: Tender Document No. Tend No. _____; Tender Title: _____

Sir/ Madam,

We, the undersigned, solemnly declare that:

We understand that according to the conditions of this Tender Document, the bid must be supported by a Bid Securing Declaration in lieu of Bid Security.

We unconditionally accept the conditions of this Bid Securing Declaration. We understand we shall stand automatically suspended from being eligible for bidding in any tender in Procuring Organisation for 2 years from the date of opening of this bid if we breach our obligation(s) under the tender conditions if we:

1. withdraw/ amend/ impair/ derogate, in any respect, from our bid, within the bid validity; or
2. being notified within the bid validity of the acceptance of our bid by the Procuring Entity:
 - (a) refused to or failed to produce the original documents for scrutiny or the required Performance Security within the stipulated time under the conditions of the Tender Document.
 - (b) Fail or refuse to sign the contract.

We know that this bid-Securing Declaration shall expire if the contract is not awarded to us, upon:

- 1) receipt by us of your notification
 - (a) of cancellation of the entire tender process or rejection of all bids or
 - (b) of the name of the successful bidder or
- 2) forty-five days after the expiration of bid validity any extension to it.

Contractors signature with seal

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(Signature with date)

.....

(Name and designation)


Duly authorized to sign bid for and on behalf of.....

[name & address of Bidder and seal of company]

Dated on day of [insert date of signing]

Place.....[insert place of signing]

DA:.....


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