



## **Grameen Sneh Foundation**

2B-21, Ground Floor, Sector2, Sadhna, Vaishali,  
Ghaziabad,U.P. Pin-201012

TENDER NOTICE FOR EMPANELMENT OF  
(A)CONSTRUCTION AGENCIES&(B)SUPPLY OF  
BUILDING CONSTRUCTION METERIALS AND  
VENDORS

Offers are invited from Construction firms for  
empanelment with Grameen Sneh Foundation  
for a period of five years. The tender document  
may be downloaded

from [www.grameensnehfoundation.org](http://www.grameensnehfoundation.org)

Last date of submission of tender is20.08.2019 at  
4.00 PM.

President,  
Grameen Sneh Foundation

**Grameen Sneh Foundation**  
**2B-21, Ground Floor, Sector2, Sadhna, Vaishali, Ghaziabad,U.P. Pin-201012**

**EMPANELMENT OF (A) BUILDING CONSTRUCTION AGENCIES AND (B) SUPPLY OF BUILDING CONSTRUCTION MATERIALS  
SUPPLIERS AND VENDORS**

**I.Type of work** :-Empanelment of (A) building construction agencies and (B) supply of building construction materials suppliers and vendors with Grameen Sneh Foundation for a period of five years.

**II.Last date for submission of tender:** -20.08.2019 at 4.00 PM.

**III.Pre Bid meeting:**12.08.2019 at 3.00 PM at **2B-21, Sector2, Sadhna, Vaishali,Ghaziabad,U.P. Pin-201012**

**IV. Date of Opening Technical Bid: 20.08.2019 at 4.30 PM**

**INTRODUCTION:**

Grameen Sneh Foundation ([www.grameensnehfoundation.org](http://www.grameensnehfoundation.org)) wishes to engage the services of eligible & competent agencies for constructing building and supply of building materials from conception to completion stage. An indicative scope of work is mentioned in the document and should be deliverable by the agency in its entirety.

**DATA SHEET:**

1	Name of assignment	Empanelment of agencies for (A) Constructing building (Hospital Building) and (B) Supply of building materials for 5 years w.e.f date of acceptance of offer letter
2	Communication Person & Address	President, Grameen Sneh Foundation 2B-21, Ground Floor, Sector2, Sadhna, Vaishali, Ghaziabad, U.P. Pin-201012
3	Place of issue of documents and Bid document fees	Rs.500/- (Rupees Five Hundred only) in form of DD/Cheque/Cash in favour of Grameen Sneh Foundation ( non-refundable )
4	Bid Validity	One hundred and Twenty (120) days from due date for submission of bid
5	Issue of Bid documents	To be downloaded from Website
6	Pre-bid meeting	12.08.2019 at 3.00 PM in the Grameen Sneh Foundation, 2B-21, Ground Floor, Sector2, Sadhna, Vaishali, Ghaziabad, U.P. Pin-201012
7	Submission of technical bid	Hard copy submission at Grameen Sneh Foundation, 2B-21, Ground Floor, Sector2, Sadhna, Vaishali, Ghaziabad, U.P. Pin-201012
8	Opening of the Technical Bids (Date & time)	20.08.2019 at 4.30 PM
9	Place of Opening of Bids	Grameen Sneh Foundation, 2B-21, Ground Floor, Sector2, Sadhna, Vaishali, Ghaziabad, U.P. Pin-201012
10	Presentation by shortlisted bidders only	Pre-qualified bidders may be intimated either in writing or on phone to make presentation for further evaluation, if required
11	Authority for appointing Arbitrator.	President, Grameen Sneh Foundation 2B-21, Ground Floor, Sector2, Sadhna, Vaishali, Ghaziabad, U.P. Pin-201012
12	Contact person for queries	Name: ( Mr. Sooraj Chaurasia, Assistant Manager) E mail: <a href="mailto:gsgdelhichapter@gmail.com">gsgdelhichapter@gmail.com</a>

**SCOPE OF WORK:****PART A- For construction Agency**

They shall be responsible for construction, supply of materials and its management.

- It includes delineation of scope, budgeting, scheduling, setting performance requirements, and selecting project participants.
- Maximizing the resource efficiency through procurement of labor, materials and equipment and it also includes Project Engineer, JE and Inspectors to be utilized on the project.

The brief scope of work includes the below items:-

- 1) Clearing of Site
- 2) Barricading the site area by using GI sheet supported suitably by MS structures up to 6MT Height
- 3) Name Boards for safety and site development/display
- 4) Excavation and Top soil preservation
- 5) Pile/open/Raft Foundation
- 6) Anti-termite Treatment
- 7) PCC and soling
- 8) Backfilling and Compaction
- 9) RCC Substructure and Superstructure including staircase
- 10) Plinth beam and plinth area construction
- 11) Masonry in AAC Blocks
- 12) Internal and External plaster
- 13) Water supply including water meters, sewage disposal system, plumbing fittings and sanitary fixtures
- 14) Waterproofing of toilets, terrace, chajjas, balconies, refuge area, and other sunk areas etc.
- 15) Flooring, Bathroom and kitchen tiling
- 16) Wooden Doors, Anodized Aluminum windows, ventilators including locks and associated accessories
- 17) Storm water drainage
- 18) Rain water harvesting
- 19) Internal and external painting,
- 20) Electrical Conducting, Wiring, switchboards, Electrical Fittings & fixtures
- 21) Firefighting wet riser, sprinkler, smoke detection system, Fire extinguishers, exit signage, Sand Buckets etc. as per Fire department NOC
- 22) HVAC system and Ducting etc.
- 23) Lifts with Machine room as per local municipality (NMC) norms

- 24) Roof top grid connected solar panel system. Developing and maintaining automatic dust cleaning system (like wiper or water sprinkler or automatic cleaning system along with sensors) on the inclined roof solar roofpanel.
- 25) Underground and overhead tanks including fire water tanks with associated plumbingworks
- 26) Telephone, DTH Cabling and data cablingworks
- 27) Fire Pumps, Water Supply pumps, panels and pumphroom
- 28) Meterroom,feederpillar,maincabling,Earthpits,andLightningarresteretc.
- 29) Stilt lighting, External lighting and electricalworks
- 30) Landscaping, Horticulture worketc.
- 31) GlassReinforcedConcrete(GRC)worksforductareasandexternalpart elevation
- 32) Site office, site laboratory, temporary store room, Construction Machineries, Firstaidbox,safetymaterial,sanitaryfacilitiesforlabour,temporarylighting for site area while executing works, water supplyarrangements.
- 33) Obtaining all statutory NOC/approvals as applicable in the State.
- 34) Prior approval from environment, Forest clearance, Airport Authority by the contractor is required if applicable.

Above items are only indicative and for guidance & brief description of jobs, but should not be considered limited to this list. Tenderer should refer to the detailed tender documents, technical specifications and drawings for detailed items and scope of work included in this project. Any discrepancy in the above shall be brought to the notice in the pre-bidmeeting.

#### **PART B- For Material suppliers/Vendors**

Materials required during construction are to be provided by the supplier/ vendor.They shall be responsible for supplied materials and its management,Loading and unloading on site.

## PROCEDURE FOR APPLICATION:

### FOREMPANELMENT OF (A)BUILDING CONSTRUCTION AGENCIES AND (B) SUPPLY OF BUILDING CONSTRUCTION MATERIALS SUPPLIERS AND VENDORS

#### AGENCIES FOR GRAMEEN SNEH FOUNDATION FOR FIVE YEARS

##### Tender Fee:

Rs. 500/- (Rs five hundred only) Non-Refundable in the form of Demand Draft infavour of Grameen Sneh Foundation , Vasundhara, Ghaziabad, UP

Tender Documents submitted without the requisite tender fee shall not be considered for evaluation and will be rejected out rightly.

##### EMD / SECURITY DEPOSIT:

An EMD for **Rs. 5,000/- (Rs Five Thousand only)** in the form of a Cash or Demand Draft from any Nationalized Bank in favour of Grameen Sneh Foundation, Vasundhara, Ghaziabad, UP should be enclosed along with the Technical bid. Failure to do so will automatically disqualify the agency. Five successful agency shall be empaneled for GSF to undertake such work. The EMD of the successful agencies shall be converted as Security Deposit. No interest shall be payable on this amount.

##### Method of physical submission of Tender Documents:-

1. **Part 1** Unconditional acceptance of Grameen Sneh Foundation tender conditions in its entirety duly signed by the applicant as given in tender document. This acceptance letter shall be submitted in this sealed cover.
2. **Part 2** Technical bid will be put in this envelope, super scribed as Technical Bid (duly signed and stamped on each page by the applicant). **In this sealed cover along with Tender Fee and EMD.**
3. **Part 3** All the above envelopes should be put in the third larger envelope which should be super scribed with “**EMPANELMENT OF (A) BUILDING CONSTRUCTION AGENCIES AND (B) SUPPLY OF BUILDING CONSTRUCTION MATERIALS SUPPLIERS AND VENDORS** separately **FOR** Grameen Sneh Foundation, 2B-21, Ground Floor, Sector 2, Sadhna, Vaishali, Ghaziabad, U.P. Pin-201012” along with the name, contact numbers and address of the agencies. It should be sent through **speed Post/ Courier/ Hand delivery and reach to GSF-HQ office by 20.08.2019 at 4.00 PM.** Address: Grameen Sneh Foundation, 2B-21, Ground Floor, Sector 2, Sadhna, Vaishali, Ghaziabad, U.P. Pin-201012.
4. If any agency wishes to apply for both then they should deposit Tender Fee & EMD separately.

## **ELIGIBILITY CRITERIA**

### **PART A: For construction agency**

The Construction agency and building construction firm should be in the construction field in National/state/District level and should have work experience to construct at least 1 project in the field of Building. It should be in the business of providing all the mentioned activities as scope of works, in significant construction of similar nature for at least 1 work with respect to the following:

1. The firm should have **experience of providing turnkey solutions in infrastructure, Construction and** has completed successfully for any Govt./ Semi- Govt/ Public Sector Organizations/Reputed organization in their own/local body/Municipal corporation/town/city anywhere in India.
2. A self-declaration Certificate to be enclosed that the firm should not have been **Debar/black listed** by any Central Govt/State Govt/ PSU.
3. The company must either be **exclusively** a construction agency or a company having exclusively defined construction division within the company.
4. Preference shall be given to those Construction agency and building construction material supply companies who have **constructed building** for Government Sector/PSU/Semi Govt /Reputed Private Sector.
5. **Consortium / joint venture shall be considered.**
6. Preferences will be given to the companies which have specialization in Hospital Building with equipped.

### **PART B- For Material suppliers/Vendors**

The construction material supply firm should be in the business of supplying construction materials at National/state/District level and should have sufficient manpower and equipment in managing construction material supply successfully for any Govt./ Semi- Govt/ Public Sector Organizations/Reputed organization in their own/local body/Municipal corporation/town/city anywhere in India. To be a vendor or material supplier the following eligibility criteria should be followed

1. The firm should have **experience of Supplying construction materials in infrastructure, Construction and** has provided material at construction site successfully for any Govt./ Semi- Govt/ Public Sector Organizations/Reputed organization in their own/local body/Municipal corporation/town/city anywhere in India.
2. A self-declaration Certificate to be enclosed that the firm should not have been **Debar/black listed** by any Central Govt/State Govt/ PSU.
3. The company must either be **exclusively** a construction material supplier vendor.
4. Preference shall be given to those building construction material supply companies who have **supplied construction materials** for Government Sector/PSU/Semi Govt /Reputed Private Sector.
5. **Consortium / joint venture shall be considered.**

## SELECTION CRITERIA:

### 1. Pre-qualification:

The details given by the applicants in the Application form will be evaluated as per tender terms & conditions and requirement at pre-qualification stage. Grameen Sneh Foundation reserves the right to restrict the list of firms to be enlisted to any number deemed suitable by it. Total 5 agencies will be empaneled. Decision of the President of GSF shall be final and binding to all of them.

### 2. Technical Evaluation

3. After pre-bid meeting, technical evaluation of the bidders shall be done and accordingly decision will be taken.

## OTHER TERMS AND CONDITIONS

1. Grameen Sneh Foundation reserves the right to accept or reject any application or its part without assigning any reasons thereof.
2. An agreement would be signed between Grameen Sneh Foundation and the empanelled firms.
3. Other terms and conditions (enclosed) including tender notice shall also be a part of this tender and binding upon the tenderer.
4. Tenders must be submitted in properly sealed envelope according to the directions given in the Tender-Notice.
5. Tenders must be submitted along with Copies of service tax registration, VAT registration (if any), labour registration (if any), PAN Card etc.
6. Tender form shall be filled in ink or typed. No. Tender filled in pencil shall be considered. The tender shall sign the tender form at each page and at the end in token of acceptance of all the terms & conditions of the tender.
7. Empanelment shall be valid for a period of five year from the date of acceptance of the tender.
8. After the pre-bid meeting Changes/suggestions if any in the tender will be notified in the website: [www.grameensnehfoundation.org](http://www.grameensnehfoundation.org)
9. Fixed deposit Receipt of a Schedule Bank (Fixed Deposit receipt should be valid for six months after the last date of receipt of tenders and shall be pledged in favour of the **President, Grameen Sneh Foundation**/Kisan Vikash Patra/Demand draft of a Schedule Bank issued in the favour of the **President, Grameen Sneh Foundation**, Post office savings bank pass book (one, two or three year post office time deposit)/ NSC issued within state/ 5 Yrs. Nation Development Bond/ State Development loan Certificate/ State Development Loan certificate/ Bank Guarantee (all shall be pledged in favour of the **President, Grameen Sneh Foundation**



**TECHNICAL BID FORM****PART A-****APPLICATION FOR EMPANELMENT OF CONSTRUCTION AGENCY**

Sl. No.	Particulars	
1	Name of the Firm	
2	Nature of Firm(construction company ,Ltd., Co./ Partnership etc.) (Attested copy of Partnership Deed/Certificationof incorporation)	
3	Year of Establishment	
4	Registration No./Trade Licence No.(Photocopy)	
5	Registered Office Address	
6	Address of Communication	
7	Telephone No. and E-mail of the ContactPerson	
8	Name of Director/Proprietor/Partners with Address and Telephone Nos.	
9	Annual business turnover for last three years (Attested copy of balance sheet for last three years)	
10	PAN/TAN No.	
11	GSTN No.	
12	Last Income Tax Clearance Certificate (Attested Photo copy)	
13	Name of Bankers with Full details	
14	Details of experience (with photocopies of work orders for last five years)	
15	Details of Civil Suit/Litigation, if any, in the contract executed during the last 5 years/being executed. If yes, please furnish the name of the contract, employer, nature of work, contract value, work order and date and brief details of litigation	
16	Customer Profile – Details of contract (Supporting documents to be attached with certificate regarding quality of articles and punctual execution of the Organization)	
17	Any other relevant information	
18	Bank account details- Account number/IFSC code/name/branch/Ac type- For making NEFTpayments	

This is to certify that I have read and understood the enclosed brief and other Terms & Conditions and all the supporting documents have been enclosed, and the information given by me is true to the best of my knowledge.

Date:

Signature of Tenderer  
(With Seal)

**TECHNICAL WORK EXPERIENCE**

The work experience of last 5 years in respect of assignments in other organizations

<b>Sr. No.</b>	<b>Name of Assignment</b>	<b>Organization</b>	<b>Nature of Job</b>	<b>Place of Work</b>	<b>Amount for the Work</b>	<b>Work Status Complete / Incomplete</b>	<b>Punctuality</b>	<b>Completion certificate Status</b>

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature

## **FINANCIAL BID**

### **Following Documents has to be submitted by construction Agency**

1. Balance sheet of Construction agency
2. Statement of Profit & loss of Construction agency
3. Last 3 Years company Turnover of the construction Agency
4. GST Clearance certificate

**FORM OF BANKERS CERTIFICATE FROM A NATIONALIZED BANK**

(Solvency certificate from a nationalized bank)

This is to certify that to the best of our knowledge and information, M/s/Sh. \_\_\_\_\_ (having marginally noted address), a customer of our bank are / is respectable and can be treated as good for any engagements up to a limit of INR \_\_\_\_\_ (INR \_\_\_\_\_).

(Signature) For the Bank

**NOTE:**

1. Banker's certificates should be on letter head of the Bank, sealed in cover addressed to President, Grameen Sneh Foundation, Delhi.
2. In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

**DECLARATION BY TENDERERS**

I/ We declare that I am / We are bonafide / Manufacturers / Whole Sellers / Sole distributor / Authorized dealer / dealers / sole selling / Marketing agent in the goods / Services / Stores / equipment's for which I / We have tendered. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my / our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Date:

Signature of the Tender

(With seal)

**PART B****Sub: APPLICATION FOR EMPANELMENT OF MATERIAL SUPPLIER AND VENDOR**

1	Name & Address of the firm, Tel/ Fax/Email Details	
2	Date of Establishment of Company (enclose evidence)	
3	Total no. of works done	
4	Office in Delhi, UP and Bihar (State). Details if any	
6	Is your firm a Proprietorship / Partnership or registered under the Companies Act. Please give details & enclose Certificate	
7	Branches (Enclose details with address & Telephone No.)	
8	Details of Income Tax Registration: (Enclose PAN Details and latest income tax clearance certificate.)	
9	Service Tax Registration Details and enclose copy of latest service tax clearance certificate	
10	Is your Agency currently listed in the panel for supplier of material at national/international level by the concerned Administrative Ministry? If yes, enclose copy of letter.	
11	Experience of providing construction materials, managing and transported materials successfully for any Govt., Semi-Govt, and Public Sector Organizations in their own. (Copies of work order to be enclosed)	
12	Nature of Company whether exclusive Company or Separate Division (enclose details)	
13	Any other information	

This is to certify that I have read and understood the enclosed brief and other Terms & Conditions and all the supporting documents have been enclosed, and the information given by me is true to the best of my knowledge.

Date:

Signature of Tenderer  
(With Seal)

**WORK EXPERIENCE**

Material supplied experience of last 5 years in respect of assignments in other organizations

S. N.	Name of Assignment	Organization	Type of Material Supplied	Place where material supplied	Amount	Work Status Complete / Incomplete	Certificate Issued by authority	Punctuality

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature

## **FINANCIAL BID**

### **Following Documents has to be submitted by Agency**

1. Balance sheet of Construction material supplier/vendor.
2. Statement of Profit & loss of Construction material supplier/vendor.
3. Last 3 Years company Turnover of the construction material supplier/vendor.
4. GST Clearance certificate



**FORM 'A'**

**FORM OF BANKERS CERTIFICATE FROM A NATIONALIZED BANK**

(Solvency certificate from a nationalized bank)

This is to certify that to the best of our knowledge and information, M/s/Sh. \_\_\_\_\_ (having marginally noted address), a customer of our bank are / is respectable and can be treated as good for any engagements up to a limit of INR \_\_\_\_\_ (INR \_\_\_\_\_).

(Signature) For the Bank

**NOTE:**

1. Banker's certificates should be on letter head of the Bank, sealed in cover addressed to Project President, Grameen Sneh Foundation, Delhi.
2. In case of partnership firm, certificate should include names of all partners as recorded with the Bank.

**DECLARATION BY TENDERERS**

I/ We declare that I am / We are bonafide / Manufacturers / Whole Sellers / Sole distributor / Authorized dealer / dealers / sole selling / Marketing agent in the goods / Services / Stores / equipment's for which I / We have tendered. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my / our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Date:  
Tenderer

Signature of the  
  
(With seal)