

PRE-QUALIFICATION OF CONTRACTORS

FOR

**CONSTRUCTION OF ACADEMIC, HOSTELS & RESIDENTIAL
BUILDINGS ALONG WITH NECESSARY INFRASTRUCTURE
FACILITIES AT THE PERMANENT CAMPUS OF IIT
HYDERABAD AT KANDI, NH-9, MEDAK DISTRICT, ANDHRA
PRADESH**

NIT NO:- IITH / EE /PQ/ dt 30/12/2011

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INDIAN INSTITUTE OF TECHNOLOGY

HYDERABAD

Pre-qualification document for
**CONSTRUCTION OF ACADEMIC, HOSTELS & RESIDENTIAL BUILDINGS
ALONG WITH NECESSARY INFRASTRUCTURE FACILITIES IN THE
PERMANENT CAMPUS OF IIT HYDERABAD AT KANDI, NH-9, MEDAK
DISTRICT, ANDHRA PRADESH**

(General Civil Works, Plumbing, Electrical, Fire Fighting, HVAC and other related services works)

1. This document contains 37 pages excluding cover pages.
2. The pre-qualification document in prescribed form, duly completed and signed, shall be submitted in a sealed cover. The sealed cover super scribed “ Pre-qualification of Contractors for Permanent Campus Works 2011” shall be received up-to **3.00 p.m.** on **23.01.2012**, at the office of Executive Engineer, Indian Institute of Technology Hyderabad, Ordnance Factory Estate, Yeddumailaram-502205, Medak District, Andhra Pradesh **and will be opened on the same day at 3.30 p.m.** The applicant shall mention on the sealed cover Company’s name, phone numbers & name of contact person.

For Indian Institute of Technology Hyderabad

Date: --30/12/2012

Press Notice

Invitation of Pre-Qualification of Contractors

1. **Indian Institute of Technology Hyderabad (IIT Hyderabad)**, invites pre-qualification applications for the following works:

S. No	Name of Work	Estimated cost	Period of Completion
	Pre-qualification of Contractors for Construction Of Academic, Hostels & Residential Buildings Along With Necessary Infrastructure Facilities at The Permanent Campus Of IIT Hyderabad at Kandi, Medak District, Andhra Pradesh (General civil works, plumbing, Electrical, fire fighting, HVAC and other related services works)	Rs. 750 Crores	18 Months

2. Estimated cost shown above is only indicative. This figure may vary at the time of actual bidding.
3. Contractors registered with CPWD/PWD/MES/IIT/Railways/Government Departments/Public Sector Undertakings who fulfill the following requirements shall be eligible to apply. Application from joint ventures shall not be accepted.
4. Further details of eligibility, mode of submission etc., can be seen at <http://www.iith.ac.in/notices.html>
5. The applicant must submit an undertaking that up to date tax returns have been filed along with copies of such returns submitted to the Department of Trade & Taxes.
6. The documents may be downloaded from the website from <http://www.iith.ac.in/notices.html> from December 30, 2011, 10.00 AM to January 22, 2012, 05.00 PM.
7. Applicants shall submit the processing fee of Rs 5000/- (at the time of submission of the Pre-Qualification document) in the form of a Demand Draft in favour of **Indian Institute of Technology, Hyderabad**, payable at Hyderabad. No application will be entertained if not accompanied with processing fee.

8. Application for pre-qualification supported by prescribed annexures shall be submitted in sealed envelope duly super-scribed with the name of work, name & phone nos. of the applicant and due date of opening. The applications will be received **up to 3.00 PM on 23.01.2012** in the office of **Executive Engineer Civil, Indian Institute of Technology**, Hyderabad. Those desirous of submitting the application through post may do so subject to the condition that IIT Hyderabad shall not be responsible for postal delay and applications received after 03.00 PM on 23.01.2012 will be treated as delayed and will not be entertained. All the applications received up to 03.00 PM on 23.01.2012 will be opened on the **same day at 3.30 PM**.
9. Applicants are advised to keep visiting the IIT Hyderabad's web-site from time to time (till the deadline for bid submission) for any updates in respect of the Pre-Qualification notice, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the Pre-Qualification application complete in all respect including updates thereof, if any. An incomplete application may be liable for rejection.
10. IIT Hyderabad reserves the right to verify the particulars furnished by the applicant independently. If any information furnished by the applicant is found incorrect at a later stage, he shall be debarred from tendering and taking up of any work in IIT Hyderabad.
11. IIT Hyderabad reserves the right to reject any or all prospective applicants without assigning any reason and to restrict the list of pre-qualified contractors to any number deemed suitable.

Executive Engineer
Indian Institute of Technology, Hyderabad

1.0 General

Salient details of the work for which pre-qualification applications are invited are as under:

- Name of Work: “Construction of Academic, hostels and residential Buildings along with necessary infrastructure facilities at the permanent campus of IIT Hyderabad at Kandi, NH-9, Medak District, Andhra Pradesh”
(General civil works, plumbing, Electrical, firefighting, HVAC and other related services works)
- Estimated cost: Rs. 750 Crore.
- Time of Completion: 18 Months

1.1 About the Project

IIT Hyderabad started functioning from August 2008 from its temporary campus located in Medak district. IIT Hyderabad wishes to make a dream campus, a campus that is built on state-of-the-art professional strategies of planning, architecture, design and construction, with equal emphasis on aesthetics, safety and comfort. It must stand befitting the status of a premier institute, offering a role model for other campuses to emulate. The infrastructure of the campus shall be so developed that it allows natural opportunities for interaction between academics of different disciplines to come together and undertake research on cutting edge interdisciplinary domains.

IIT Hyderabad is planned as a residential campus built on an area of 576 acres to eventually accommodate a total population of 30,000, including 20,000 students with a total built up area of 2.1 million square meters. The campus consists of academic area, residential area for students, residential area for faculty and staff and other support facilities. The growth

of the campus is planned in three phases with a corresponding increase in the physical infrastructure and support facilities to accommodate an increase in the number students in established programs and new programs of the future. IIT Hyderabad campus is envisioned as township that will be self-contained and based on concepts of sustainable development and living.

The master plan for IIT Hyderabad campus has been developed with modular flexibility for expansion to accommodate the future growth. The initial phase of construction to be completed by July 2013 is planned to accommodate 2000 students, and 200 faculty and 220 staff on the permanent campus. This will be further expanded to accommodate 6000 students by July 2017. Vision for building design is inspired by rapid growth of urban India and is reflective of rising confidence in the sustained growth and progress. The average height of the all-academic buildings is 30 meters and residential buildings is 60 meters.

The works are situated at permanent campus site of IIT Hyderabad on a 576 acre plot abutting NH-9 at Kandi village, Medak District, Andhra Pradesh.

1.2 Scope of Work

The proposed scope of work shall include Civil Construction works, Internal & External water supply and sanitary works, Fire Fighting works, Internal Roads, Storm Water Drains, Rain Water Harvesting, Internal & External Electrical Works, HVAC, and Development works etc.

2.0 Definitions:

In this document the following words and expressions have the meaning hereby assigned to them.

- Employer, Institute, Authority, IITH and IIT Hyderabad: Mean Indian Institute of Technology Hyderabad acting through its Director.
- Applicant: Means the individual, proprietary concern, partnership firm, private or public limited company applying for the pre-qualification.
- "Year": means "Financial Year" unless stated otherwise.
- "PQ": means pre-qualification

2.1 General Information:

- 2.1.1. Letter of transmittal and forms for pre-qualification are given in Section III.
- 2.1.2. All information called for in the enclosed forms shall be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact shall be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil/not applicable/no such case" entry shall be made in that column. If any particulars/ queries are not applicable in case of the applicant, it shall be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being automatically disqualified. Applications received late will not be entertained.
- 2.1.3. The application shall be page numbered and each page shall be signed.

- 2.1.4. Overwriting shall be avoided. Correction, if any, shall be made by neatly crossing out, initialling, dating and rewriting. Pages of the pre-qualification document shall be numbered. Additional sheets, if any added by the contractor, shall also be numbered.
- 2.1.5. References, information and certificates from previous clients certifying suitability, technical knowhow or capability, quality of work of the applicant shall be signed by an officer not below the rank of Executive Engineer or equivalent.
- 2.1.6. The applicant may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is, however, advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification document unless the specifically required by and asked for by IIT Hyderabad.
- 2.1.7. Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him automatically disqualified.
- 2.1.8. The pre-qualification document in prescribed form duly completed and signed shall be submitted in a sealed cover. The sealed cover shall be super scribed “Pre-qualification of Contractors for Construction of Academic and Residential Buildings along with necessary infrastructure facilities at the permanent campus of IIT Hyderabad at Kandi, NH-9, Medak District, Andhra Pradesh”.
- 2.1.9. The documents may be downloaded from the website www.iith.ac.in/notices.html from December 30, 2011, 10.00 AM to January 22, 2012, 05.00 PM.
- 2.1.10. Applicants shall submit the processing fee of Rs 5000/- (at the time of submission of the PQ document) in the form of a Demand Draft in favour of Indian Institute of Technology, Hyderabad, payable at Hyderabad. No application will be entertained if not accompanied with processing fee.
- 2.1.11. Application for pre-qualification supported by prescribed annexures shall be submitted in sealed envelope duly super-scribed with the name of work, name & phone nos. of the applicant and due date of opening. The applications will be received up to 3.00 PM on 23.01.2012 in the office of Executive Engineer Civil, Indian Institute of Technology, Hyderabad. Those desirous of submitting the application through post may do so subject to the condition that IITH shall not be

responsible for postal delay and applications received after 03.00 PM on 23.01.2012 will be treated as delayed and will not be entertained. All the applications received up to 03.00 PM on 23.01.2012 will be opened on the same day at 3.30 PM.

- 2.1.12. Applicants are advised to keep visiting the IIT Hyderabad's web-site from time to time (till the deadline for PQ bid submission) for any updates in respect of the PQ notice, if any. Failure to do so shall not absolve the applicant of his liabilities to submit its PQ application complete in all respect including updates thereof, if any. An incomplete application may be liable for rejection.
- 2.1.13. IIT Hyderabad reserves the right to verify the particulars furnished by the applicant independently. If any information furnished by the applicant is found incorrect at a later stage, he shall be debarred from tendering and taking up of any work in IIT Hyderabad.
- 2.1.14. IIT Hyderabad reserves the right to reject any or all prospective applicants without assigning any reason and to restrict the list of pre-qualified contractors to any number deemed suitable.
- 2.1.15. Documents submitted in connection with pre-qualification will be treated confidential and will not be returned.
- 2.1.16. Prospective applicants may request clarification, in writing (e-mail or telephonic enquiries will not be entertained), of the project requirements and pre-qualification document. Any clarification given by the Employer will be displayed on the website of IITH. No request for clarification will be considered after 16-01-2012.
- 2.1.17. Applications from Joint Venture companies will not be accepted or considered for evaluation.**
- 2.1.18. After the technical evaluation, IIT Hyderabad is expected to announce a short-list of suitable qualified applicants who shall be eligible for issuance of tender documents for participation in the bidding process. IITH is likely to provide a comparatively short time span for submission of the Bids for the Project. The Applicants are, therefore, advised to visit the site and familiarize themselves with the Project.

2.2 Method of Application:

- 2.2.1. If the applicant is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.
- 2.2.2. If the applicant is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney shall accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm shall accompany the application.
- 2.2.3. If the applicant is a limited company, the application shall be signed by a duly authorised person holding power of attorney for signing the application accompanied by a certified copy of the power of attorney. The applicant shall also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

2.3 Final Decision Making Authority

Director, IIT Hyderabad reserves the right to accept or reject any application, to annul the pre-qualification process and reject all applications at any time, without assigning any reason or incurring any liability to the applicants.

IITH reserves the right to reject any or all prospective applicants without assigning any reason and to restrict the list of pre-qualified contractors to any number deemed suitable.

2.4 Particulars Provisional

The particulars of the work given in “Section I” are provisional. They are liable to change and must be considered only as advance information to assist the applicant to apply for proposed work.

2.5 Site Visit

The applicant is advised to visit the site of work, at his own cost, and examine it and its surroundings by himself, collect all information that he considers necessary for proper assessment of the prospective assignment.

2.6 Criteria for Eligibility of Pre-Qualification:

- 2.6.1 The Applicant shall have been involved in the Civil Engineering Construction Business for last seven years or more.
- 2.6.2 The applicant shall have satisfactorily completed following works during last seven years commencing from 01.01.2005 and ending on 31.12.2011:
- a) Three similar works each costing not less than Rs.300 crores or
 - b) Two similar works each costing not less than Rs.450 crores or
 - c) One similar work costing not less than Rs.600 crores.

Note: Experience prior to 01.01.2005 and after 31.12.2011 will not be considered for determining eligibility.

- 2.6.3 Similar work shall mean “Development and Construction of multi-storied Residential/Commercial/ Institute/Office Buildings with RCC framed structure, including Public Health, Internal and external Electrical works, fire fighting works, security systems. HVAC, lifts and development works” executed in India.
- 2.6.4 **At least one completed work costing not less than Rs.300 crores should be with Central/State Government or Central/State Autonomous Body or Central/State Public Sector Undertaking. For example, an applicant having three similar works of not less than Rs.300 crores or two similar works costing not less than Rs.450 crores or one similar work costing not less than Rs.600 crores - would become eligible only if he has one similar work costing not less than Rs.300 crores with Central/State Government or Central/State Autonomous Body or Central/State Public Sector Undertaking. An applicant will not be eligible for pre-qualification if he does not have at one similar work costing not less than Rs.300 crores with Central/State Government or Central/State Autonomous Body**

or Central/State Public Sector Undertaking even if he fulfils one or more or all the criteria laid down in para 2.6.2 above.

- 2.6.5 The applicant shall have executed at least one works of Services (MEP) costing Rs.100 crores against a single contract during seven years commencing from 01.01.2005 and ending on 31.12.2011 and shall provide a documentary proof of the same. One such completed work costing not less than Rs.33 crores shall be with some Central/State Government/ Central Autonomous Body/ Central Public Sector Undertaking in a single contract.
- 2.6.6 Shall have had average annual financial gross turnover of Rs. 225 Crores (excluding the turnover of the associate for MEP works, if any) on similar works in any two financial years during the last five years ending 31st March 2011. Further, the Financial a price updation of 7% per annum shall be applied to the turnover of the Previous Years to bring them to 2010-2011 Price Level.
- 2.6.7 Shall not have incurred any loss in more than two years during the last five years ending 31st March, 2011.
- 2.6.8 Shall have a solvency of Rs.350 crores. The applicant shall submit the solvency certificate, not older than three months prior to 31st December 2011, issued by any scheduled bank **in original**.
- 2.6.9 Shall have average net worth of Rs. 190 crores.

Certificate(s) from Chartered Accountant/statutory auditors specifying the net worth of the Applicant(s), as at the close of the preceding financial year, and also specifying that the methodology adopted for calculating such net worth conforms to the provisions of this Clause. For the purpose of this pre-qualification, net worth (the "Net Worth") shall mean the sum of capital (paid up capital in case of companies) and reserves from which shall be deducted the sum of revaluation reserves, miscellaneous expenditure not written off and reserves not available for distribution to equity share holders (in case of companies).

- 2.6.10 Shall not be black listed by any State/Central Department or PSU or Autonomous bodies. The applicant must submit a duly notarized affidavit to this effect.

Applications received without this declaration in original shall stand automatically rejected.

- 2.6.11 The bidding capacity of the contractor shall be equal to 75% or more than the cost of the work. The bidding capacity shall be worked out by the following formula:

$$\text{Bidding Capacity} = \frac{A \times N \times 2}{B}$$

where

A= Maximum value of construction works executed in any one year during the last seven years (up dated to 2011 price level) taking into account the completed as well as works in progress.

N= Number of years prescribed for completion of work for which pre-qualification application has been invited. *(18 Months)*

B = Value at the year 2011 price level of existing commitments and on-going works to be completed during the period of completion of work for which pre-qualification has been invited. *(next 18 months)*

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

2.7 Desirable Criteria

- 2.7.1 Execution of Institutional facilities which includes experience with wet labs, laboratories and class rooms of educational institutes/universities of national eminence or national labs or medical institutions of national repute is preferred and will bear higher weightage for evaluation.
- 2.7.2 It is desirable that the applicant does not have any litigation(s) in process. The applicant must submit information of on-going litigations and litigations had in the past seven years. In the event that the applicant has no litigations either in process or in the past 7 years, **an affidavit to this effect, duly notarized must be submitted in original.**
- 2.7.3 It is desirable that the applicant has at least one of the valid certifications, namely ISO 9001 -2000 valid on the date of application.

2.7.4 It is desirable that the applicant has specific experience of the following works. This will enable the applicant to score higher credits:

- i. Exposed concrete work for an area of 9000 sqm.
- ii. Execution of PT Slabs for an area of 32000 Sqm.
- iii. Completion of high rise structures above 18 floors for a built up area of 60000 Sqm within a period of 18 months.
- iv. Having completed at least one building of 20000 Sqm which obtained GRIHA 4 certification.
- v. Execution of multi –disciplinary works such as MEP and HVAC works, fire fighting, structural glazing works under a single composite agreement for value not less than 150 Crore during last seven years.
- vi. District cooling system of plant capacity: 5000 TR
- vii. Radiant Cooling system with capacity not less than 1500 TR
- viii. Execution of flexible/rigid pavements or urban roads 70000 Sqm.

2.7.5 The value of works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum: calculated from the date of completion to last date of receipt of applications for PQ documents.

2.7.6 For this purpose, cost of work shall mean gross value of the completed work including the cost of materials supplied by the Govt. /Client, but excluding those supplied free of cost.

2.8 Essential Submissions and Information

2.8.1 The bidder shall provide copies of work orders as well as completion certificates from the Employer as documentary proof for having executed similar works. However, decision with regard to eligibility of the applicant will be taken by the Employer, only after necessary documents provided by the applicant have been examined.

- 2.8.2 The applicant's performance for each work completed in the last seven years and works in hand shall be certified by an officer not below the rank of Executive Engineer or equivalent and shall be obtained in sealed cover. (**Form 6**)
- 2.8.3 The applicant must submit an undertaking that up to date tax returns have been filed along with copies of such returns submitted to the IT department/ Department of Trade & Taxes.
- 2.8.4 The applicant shall own construction equipment as per list (**Form 8**) required for the proper and timely execution of the work. Else, he shall certify that he would be able to manage the equipment by hiring etc. and submit the list of firms from whom he proposes to hire.
- 2.8.5 The applicant shall have sufficient number of Technical and Administrative employees for the proper execution of the contract work. The applicant shall submit a list of the employees stating clearly how they would be involved in this work. – (**Form 7**)
- 2.8.6 Minimum requirement of Technical Staff for this work furnished as under which shall be assessed for evaluation:
Applicant shall submit the supporting Documents such as:
- a) List of full time Technical staff he proposes to deploy against the work with name qualification and experience each along with complete CV.
 - b) Attested copies of Degree/Diploma & Experience certificate.
 - c) Declaration from the Technical staff that they are employed with the applicant
 - d) Documents like PF subscription, copy of Income Tax return with IT Form 16
- 2.8.7 In case the applicant has himself not executed any works of Services (MEP), he can have a sub-contractor who meets the condition laid down in Section 2.6.5 above in respect of works of MEP Services. In such case, the applicant will have to produce an MOU in original (on a stamp paper) with the party whom the applicant would like to take as a sub-contractor for execution of works of Services (MEP). The applicant will be the lead partner in MOU and responsible to the Employer, in case his firm gets prequalified and awarded the work. In such cases, documentary proof of the proposed associate party meeting the eligibility criteria should be enclosed.

2.8.8 Applicant shall submit the all the information in digital format also in addition to hard copies in CD/DVD.

2.9 Evaluation Criteria For Pre-Qualification

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

2.9.1 The initial criteria prescribed in Section 2.6 above in respect of experience of similar works completed, financial turn over, bidding capacity, and certifications etc. will first be scrutinized and the applicant's eligibility for pre-qualification for the work shall be determined. Only those Applicants who meet the eligibility criteria specified in Section 2.6, above shall qualify for evaluation under this Section and all other applications shall automatically stand disqualified.

2.9.2 Physical inspection of completed projects of applicants found eligible in Section 2.9.1 will be performed by an Evaluation Committee appointed by IIT Hyderabad for evaluating quality of work. The evaluation committee shall visit similar works done by the applicant in the past i.e., works pertaining to Civil works, Plumbing, Electrical, Fire Fighting, HVAC works. The exact number and the works visited shall be decided by IIT Hyderabad.

2.9.3 Further evaluation will be done by a committee of experts constituted by IIT Hyderabad. The Committee at its discretion may call for information from clients of similar works carried out or in progress by applicants and evaluate the previous completed projects regarding all submission including litigations. The Applicant's competence and capability is proposed to be established by the following parameters:

- (a) Quality of previous work, litigation history and comments of the evaluation committee (40 points);
- (b) Financial Capabilities - Turnover, Solvency and bid capacity (30 points); and
- (c) Fulfilment of desirable criteria (in Section 2.7) -- (30 points).

2.9.4 Committee of experts will invite firms for a presentation of methodology for the proposed project. The number of firms called for the presentation shall be decided by

the committee of experts based on the combined score in 2.9.3 (a), (b) and (c) above. The firms recommended for pre-qualification shall be determined by the committee of experts after an evaluation of the presentation based on an understanding of scope of work and proposed methodology and an explanation of methodology of completed similar works. The expert committee shall determine recommend firms for prequalification.

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

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

2.10 Organization Information

Applicant is required to submit the following information in respect of his organisation (*Form 1*).

2.11 Construction Plant & Equipment

Applicant shall furnish the list of construction plant and equipment including steel shuttering, centring and scaffolding likely to be used in carrying out the work (in Form "8"). Details of any other plant & equipment required for the work (not included in Form H and available with the applicant may also be indicated.)
Facilities of field lab and test equipment shall also be furnished.

2.12 Letter of Transmittal

The applicant shall submit the letter of transmittal attached with pre-qualification document.

2.13 Tender Submission After evaluation of pre-qualification applications, a list of qualified agencies will be prepared. Short listing of the bidders shall be done after thorough verification of their credentials and inspection of similar works carried out/in progress by them, through a Committee of experts to be constituted by IIT Hyderabad. Thereafter, pre-qualified agencies only would be invited to submit tenders for the work.

2.13.2 IITH reserves the right, without being liable for any damages or obligation or informs the applicant, to :

(a) Amend the scope of work and/or value of contract to the applicant.

(b) Reject any or all the applications without assigning any reason.

2.13.3 Any effort on the part of the applicant or his agent to exercise influence or to pressurise the employer would result in automatic rejection of his application. Canvassing of any kind is strictly prohibited.

2.14 Tender Format for Execution of Works

Work shall be executed according to General Conditions of Contract for CPWD Works GCC 2010 with up to date amendments. IITH reserves the right to modify any of the conditions to suit to its specific requirements.

2.15 *Miscellaneous*

- 2.15.1 The Bidding Process shall be governed by, and construed in accordance with, the laws of India and the Courts in Andhra Pradesh shall have exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the Bidding Process.
- 2.15.2 IITH, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
- (a) suspend and/ or cancel the Bidding Process and/ or amend and/ or supplement the Bidding Process or modify the dates or other terms and conditions relating thereto;
 - (b) consult any Applicant in order to receive clarification or further information;
 - (c) pre-qualify or not to pre-qualify any Applicant and/ or to consult any Applicant in order to receive clarification or further information;
 - (d) retain any information and/ or evidence submitted to the Authority by, on behalf of, and/ or in relation to any Applicant; and/ or
 - (e) Independently verify, disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Applicant.
 - (f) Call for information from previous clients and evaluate the previous completed projects regarding all submission including litigations.
 - (g) undertake physical verification of completed projects and interact with clients.
- 2.15.3 It shall be deemed that by submitting the Application, the Applicant agrees and releases the Authority, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/ or performance of any obligations hereunder and the Bidding Documents, pursuant hereto, and/ or in connection with the Bidding Process, to the fullest extent permitted by applicable law, and waives any and all rights and/ or claims it may have in this respect, whether actual or contingent, whether present or in future.

Letter of Transmittal

From:

To
The Director,
IIT Hyderabad,
Ordnance Factory Estate,
Yeddumailaram- 502205
Medak District
Andhra Pradesh

Subject: Submission of pre-qualification application for the work of “Construction of Academic and residential Buildings along with necessary infrastructure facilities at the permanent campus of IIT Hyderabad at Kandi, NH-9, Medak District, Andhra Pradesh”

Sir,

Having examined the details given in pre-qualification press Notice and pre-qualification document for the above work, I/We hereby submit the pre-qualification document and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms “1” to “8” and accompanying statement are true and correct.
2. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.
3. I/We submit the requisite certified solvency certificate and authorise IIT Hyderabad, to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/we also authorise IIT Hyderabad to approach individuals, employers, firms and corporation to verify our competence and general reputation.
4. I/We submit the following certificates in support of our suitability, technical knowhow and capability for having successfully completed the following works:

SI No	Name of work	Certified by/from	Contact particulars of the certifying agency with Telephone & Fax numbers, e mail id etc.

* The applicant shall furnish all contact information such as postal address, telephone and fax numbers, e mail ids etc. In complete information will make the application liable for rejection.

2 List of Enclosures.

Seal of applicant

Date of submission:--

Signature(s) of Applicant(s)

STRUCTURE AND ORGANIZATION**INFORMATION ABOUT APPLICANT****1. IN CASE OF INDIVIDUAL**

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

2. IN CASE OF PARTNERSHIP –

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

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

i	Amount of paid up capital	
ii	Names of Directors	
iii	Date of Registration of Company	
iv	Certified copies of Memorandum and Article of Association of company	

4.	Name of directors & Officers with designation, concerned with the work.	
5.	Designation of individuals authorized to act for the Organization.	
6.	Was the applicant ever required to suspend construction for a period of more than six months continuously after commencement of the construction? If so, give the name of the project & reasons of suspension of work.	
7.	Has the applicant, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.	
8.	Has the applicant, or any constituent partner in case of partnership firm ever been debarred / black listed for tendering in any organization at any time? If so, give details.	
9	Has the applicant, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.	
10	Registration details:	
	a) Registration with CPWD/ MES/ Railways/ BSNL/ State PWD	
	b) Electrical licence	
	c) EPF No. valid up to	
	d) Sales Tax No. valid up to	
	e) Clearance of Sales Tax up to	
	f) ITCC valid up to <i>(Copies to be enclosed)</i>	
11	Any other information considered	

	necessary but not included above.	
	Seal of the Applicant	Signature of the Applicant

FORM '2'
FINANCIAL INFORMATION

Part 1: Bankers Details

a)	Name of Bank	
b)	Address	
c)	City	
d)	PIN	
<i>Details of Contact Person for Verification of Particulars</i>		
e)	Name & Designation	
f)	Phone No.1 with STD Code	
g)	Phone No.2 with STD Code	
h)	E mail	
i)	Fax No	

Part 2: Details of Chartered Accountant

a)	Name of Bank	
b)	Address	
c)	City	
d)	PIN	
<i>Details of Contact Person for Verification of Particulars</i>		
e)	Name & Designation	
f)	Phone No.1 with STD Code	
g)	Phone No.2 with STD Code	
h)	E mail	
i)	Fax No	

Part 3: Financial Information

- I. Financial Analysis: Details to be furnished duly supported by figures in Balance Sheet / Profit & Loss Account for the last 5 years duly certified by the chartered Accountant, as submitted by the applicant to the Income Tax department (copies to be attached)

		FY ...					Average annual turnover.
		1	2	3	4	5	
(i)	Gross Annual turnover on construction works.						
(ii)	Construction Works Turnover						
(iii)	Net Profit/ Loss						
(iv)	Net Worth						
(v)	Assets (Plant & Machinery only)						
(vi)	Working Capital						

* Calculation of Net Worth to be shown in separate sheet.

- II. Financial arrangements for carrying out the works. -
- III. The following certificates are to be enclosed.
- (a) Tax deducted at source, certificates from the clients for the last five years. -
- (b) Latest Income Tax Clearance Certificate. -
- (c) Solvency, Cash Credit, Bank guarantee limit certificate from Bankers of Applicant. -

**Signature of Chartered Accountant
with Seal**

**Seal and signature of
Applicant**

SOLVENCY CERTIFICATE FROM APPLICANT'S BANKERS

This is to certify that to the best of knowledge and information M/s. /Shri
.....(with address), a customer of
our bank, are/ is respectable and can be treated good for engagement upto a limit of
..... Lakhs (RupeesLakhs).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature)
For the bank

NOTE:

1. Bankers certificated shall be on letter head of the Bank sealed in cover addressed to tendering authority.
2. In case of partnership firm, certificate shall include names of all parameters as recorded with the Bank.

FORM '4'

DETAILS OF ALL WORKS OF SIMILAR NATURE COMPLETED DURING THE LAST SEVEN YEARS ENDING LAST DAY OF THE MONTH DECEMBER 2011.

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

****Updated Value of Completion cost = $Cx(1+7\%)^n$**

Where C is the cost of completion and n is the number of years after completion.

Multiplying factors for Cost Updation:

Year of Completion	Multiplying Factor
2010-11	0.00
2009-10	1.07
2008-09	1.14
2007-08	1.23
2006-07	1.31
2005-06	1.40
2004-05	1.50

Signature of Applicant(s)

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

FORM '5'
PROJECTS UNDER EXECUTION OR AWARDED

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

Signature of Applicant(s)

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

FORM '6'
PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM "4" & "5"

CLIENT'S CERTIFICATE REG PERFORMANCE OF CONTRACTOR

Name & address of the Client

.....

Details of Works executed by

.....

1. Name of work with brief particulars	
2. Agreement No. and date	
3. Date of commencement of work	
4. Stipulated date of completion	
5. Actual date of completion	
6. Details of compensation levied for delay, if any	
7. Tendered amount	
8. Gross Amount of the work completed	
9. Name and address of the authority under whom works executed.	
10. Whether the contractor employed qualified Engineer/Overseer during execution of work ?	
11. I) Quality of work (indicate grading)	

ii) Amount of work paid on reduced rate basis, if any.	
12. I) Did the contractor go for arbitration ? ii) If yes, total amount of claim iii) Total amount awarded	
13. Comments on the Capabilities of the contractor. a. Technical Proficiency b. Financial Soundness c. Mobilization of adequate T&P d. Mobilization of manpower e. General behaviour	Outstanding/ V.Good/ Good/ Poor Outstanding/V.Good/Good/Poor Outstanding/V.Good/Good/Poor Outstanding/V.Good/Good/Poor Outstanding/V.Good/Good/Poor

Note: All columns shall be filled in properly.

Signature of the
Reporting Officer with
Official seal

“Countersigned”

Officer of the rank of
Superintending Engineer
or equivalent.

FORM '7'(Part I)

DETAILS OF TECHNICAL PERSONNEL TO BE EMPLOYED FOR THE WORK

An abstract shall be submitted and CVs of proposed staff shall be enclosed.

FORM '7'(Part II)

DETAILS OF ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THE WORK

An abstract shall be submitted and CVs of proposed staff shall be enclosed.

KEY PERSONNEL – 1

1. Name :
2. Father's Name :
3. Nationality :
4. Address :
5. Date of Birth. :
6. Educational Qualification :
7. Experience :

A.	General Building works. :	
B.	Institutional/ Industrial structures, Commercial Buildings:	
C.	High Rise Structures :	
D	Other infra-structure projects	

FORM '8'

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

Sr No	Name of Equipment	No.	Capacity	Age & Condition	Ownership status	Remarks

Details shall be submitted separately for:

- Earth moving equipment
 1. Excavators (various sizes)
- Equipment for hoisting/ lifting
 1. Tower crane
 2. Builders hoist
 3. Mobile cranes
 4. Telescopic cranes
- Equipment for concrete work
 1. Concrete batching plant (Fully/Semi Automatic)
 2. Concrete pump
 3. Concrete transit mixer
 4. Concrete mixer (diesel)
 5. Concrete mixer (electrical)
 6. Needle vibrator (electrical)
 7. Needle vibrator (petrol)
 8. Needle vibrator (elect/petrol)
 9. Placer boom
 10. Pre-stressing equipment

- Equipment for building work
 1. Block making machine
 - 3 Bar bending machine
 - 4 Bar cutting machine
 - 5 Wood thickness planes

 - 6 Drilling machine
 - 7 Circular saw machine
 - 8 Welding generators
 - 9 Welding transformers
 - 10 Cube testing machines
 - 11 Steel shuttering

- 12 Steel scaffolding
- 13 Grinding/polishing machines

Documents Attached

Sl No	Information	Confirmation of Submission	Page No.
1	Proof of constitution :	Yes /No	()
	a) In case of sole proprietorship/HUF : an affidavit executed before a 1 st Class Magistrate that the applicant is the sole proprietor of the firm/Karta of HUF.		
	b) In case of partnership firm: (Submit attested copies)		
	Partnership deed attested by Notary Public		
	Form "A" or equivalent form issued by Registrar of Firms Form "B" or equivalent form issued by Registrar of Firms Form "C" or equivalent form issued by Registrar of Firms		
	In case of Private/Public Ltd Co. Article of Association duly attested by Notary Public		
	Power of attorney, if any , attested by Notary Public		
2	Certificates of Registration as contractor		
3	Certification of Registration with taxation authorities		
4	Certificates of Tax Clearances (ITCC, VAT, Service Tax etc)		
5	Details of requisite licences		
5	Registration with EPF		
6	Proof of eligibility of essential Criteria	Yes /No	
7	Proof of eligibility of Services Works	Yes /No	
8	Proof of eligibility of Desirable Criteria	Yes /No	
9	Financial Information		
	a) Balance Sheets for last 5 years	Yes /No	
	b) Calculation sheets of net worth	Yes /No	
	c) Solvency Certificate in original	Yes /No	
	d) Calculation sheet of bid capacity	Yes /No	
10	Details of Completed Works as given in Form 4	Yes /No	
11	Attested Copies of award letters/ work Orders/ LOI for completed works		
12	Original or attested copies of certificates for works done, from concerned clients	Yes /No	
13	Performance report of completed works as given in Form 6.	Yes /No	
14	Details of On-going works	Yes /No	
15	Attested Copies of award letters/ work Orders/ LOI for on-going works	Yes /No	
16	Details of key personnel as given in Form 7.	Yes /No	
17	Details of machinery as given in form 8.	Yes /No	
18	Affidavit of affirmation, in original, (duly notarized) on litigations as per Clause 2.7.2	Yes /No	
19	Affidavit of affirmation, in original, (duly notarized) to the effect that the firm has not been blacklisted as given in Clause 2.6.10	Yes /No	
20	Undertaking that all taxes are clear and there are no outstanding dues.	Yes /No	
21	CD/DVD containing all submittals in digital format.	Yes /No	