

GOVERNMENT OF GUJARAT
DIRECTORATE OF ARCHAEOLOGY

INVITATIONS FOR BIDS (IFB)

NATIONAL COMPETITIVE BIDDING
FOR SMALL WORKS

Date :

Bid No:

The Government of India has received a credit from the International Development Association/loan from the International Bank for Reconstruction & Development towards the cost of rehabilitation of earth quake damaged building project and intends as a part of the funds to cover eligible payments under the contracts for construction of works as detailed below. Bidding is open to all bidders from eligible source countries as defined in the *IBRD Guidelines for Procurement*. Bidders from India should, however, be registered with the Government of Gujarat or other State Governments/Government of India, or State/Central Government Undertakings. **Bidders are advised to note the minimum qualification criteria specified in Clause 3 of the Instructions to Bidders to qualify for the award of the contract.**

The Director of Archaeology invites bids for the works detailed in the table. The bidders may submit bids for any or all of the following works.

Bidding documents (and additional copies) may be purchased from the office of the Director of Archaeology from 21.11.05 to 4.12.05, for a non-refundable fee of Rs. 1,000/- (three sets) as indicated, in the form of cash or Demand Draft on any Scheduled bank payable at Gandhinagar in favour of Director of Archaeology. Interested bidders may obtain further information at the same address. Bidding documents requested by mail will be dispatched by registered/speed post on payment of an extra amount of Rs. 40/- The Director of Archaeology will not be held responsible for the postal delay if any, in the delivery of the documents or non-receipt of the same.

Bids should be valid for 45 days after the deadline date specified for submission.

Bids must be delivered to the Director of Archaeology on or before 17.00hours on 5.12.05 (date) and will be opened on the same day at ----- hours, in the presence of the bidders who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be received and opened on the next working day at the same time and venue.

Other details can be seen in the bidding documents.

TABLE

Package No.	Name of work	Approximate value of work (Rs)	Cost of document (Rs)	Period of completion
1	2	3	4	5
1.	Printing & Designing Of Book	10.00 lakh	1,000/-	45 days

Seal of Office

Name : Director of Archaeology

Address : Office of the
Director of Archaeology
Old Vidhansabha Building
2nd Floor, Sector – 17
Gandhinagar – 382 017.

Tel. No. 232 56740

Fax No. 232 56760

Instructions to Bidders

SECTION – A

1. Scope of works:

The Department of Archaeology, Gujarat State, Gandhinagar invites bids for the works as detailed in the table given below

Brief Description of the Works:

A. Printing of a Book with Design and Concept

Specification:

- i. Size : 8.5” X 11.5” (about 150 pages may vary as per design)
- ii. Paper Type : 150 GSM Matt Art Paper
- iii. Title shall be hard Bond or Title on 350 GSM Matt Art Card with Matt Lamination
- iv. Photo documentation of selected properties
- v. Preparation of illustration
- vi. Write up highlighting the details of the scheme and work carried out by the workers

B. Project Background and Detail:

In the devastating earthquake on January 26, 2001, a large number of private buildings having heritage features were damaged. The damage was in varying degrees. The structures included privately owned buildings of public use such as temples, mosques, churches, schools, libraries etc. and also private buildings for residential use or other purposes. Govt. of Gujarat announced a liberal scheme for giving financial and technical assistance for restoration of such buildings.

The buildings were first surveyed. 331 buildings were drawn up as per the advice of an Expert Committee. Assistance of varying financial amount was sanctioned to be provided in three instalments. Two instalments are already provided till date and payment of the third instalment is also in progress. The project has to come to close on March 31, 2006.

Director of Archaeology (DOA) has documented all the buildings through photography. Some archival material is also available with the private building owners as well as with DOA. Photo documentation for second and third phase is not completed.

The bidder will be required to publish a coffee table type book in the form of a success story. The book would use photographs and illustrations to demonstrate the devastation caused by the earthquake, the technical and financial inputs provided by DOA and also the enterprise shown by the private owner. The unique public private partnership would need to be highlighted. Some examples of individual buildings, their owners, their users and community could also be given to provide a human touch.

Normally DOA takes up conservation of protected monuments only. In this case the Govt. showed great sensitivity by adopting a holistic approach and an innovative scheme which has no precedence in the country, apart from stray exception.

The bidders would have to make detailed presentation either in Power Point or by dummy with their design concept as to how they would interpret the above points to make a publication, which is attractive, pleasing, aesthetic and effective. It should be of international standard to meet the interest of readers from different walks of society. The reader should be able to appreciate the role played by the Govt. and its sensitivity towards the victim of a natural disaster.

Approximate value of the works: Rs.10,00,000/-

Period of Completion: 45 Days

The successful bidder will be expected to complete the works by the intended completion date specified above

2. **Qualification of the bidder:** The bidder shall provide qualification information which shall include:-

- (a) Total monetary value of works performed for each year of the last 3 years;
- (b) Income tax clearance certificate from the concerned IT circle;
- (c) Report on his financial standing; and
- (d) Details of any litigation, current or during the last 3 years in which the bidder is involved, the parties concerned and disputed amount in each case.

3. **To qualify for award of the contract, the bidder:-**

- (a) should have satisfactorily completed as a prime contractor at least one similar work of value not less than Rs.5,00,000/- in the last three years.

4. **Bid Price**

- (a) The bid shall be for the whole work as described in drawings and technical specifications. Corrections, if any, shall be made by crossing out, initiating, dating and rewriting.
- (b) All duties, taxes and other levies payable by the bidder and shall be included in the total price.

5. **Submission of Bids**

5.1 The bidder is advised to visit the Office of the DOA at his own expense and obtain all information that may be necessary for preparing the bid.

5.2 Each bidder shall submit only one bid.

5.4. The bid submitted by the bidder shall comprise the following:-

- (a) Bid in the format given in section B
- (b) Signed Bill of Quantities; and
- (c) Qualification information form given in Section B duly completed.

5.5. The bidder shall seal the bid in an envelope addressed to the Director of Archaeology

5.6. (purchaser). The envelope will also bear the following identification:-

- Bid for Printing of Book (Name of the Contract)
- Do not open before __5.12.2005__(time and date of bid opening)

5.6 Bids must be received in the office of the Director of Archaeology not later than the time and date given in the letter of invitation. If the specified date is declared a holiday, bids shall be received upto the appointed time on the next working day.

5.7 Any bid received by the Director of Archaeology after the deadline for submission of bids will be rejected and returned unopened to the bidder.

6. **Validity of Bid**

Bid shall remain valid for a period not less than 45 days after the deadline date specified for submission.

7. **Opening of Bids**

Bids will be opened in the presence of bidders or their representatives who choose to attend on the date and time and at the place specified in sub-clause 5.6 above.

8. **Information** relating to evaluation of bids and recommendations for the award of contract shall not be disclosed to bidders or any other persons not officially concerned with the process until the award to the successful bidder is announced.

9. **Evaluation of Bids**

A Committee constituted for the purpose will evaluate and compare the bids determined to be substantially responsive i.e. which

- (a) meet the qualification criteria specified in clause 3 above;
- (b) are properly signed; and

10. **Award of contract**

The DOA will award the contract to the bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price and who meets the specified qualification criteria.

10.1 Notwithstanding the above, the DOA reserves the right to accept or reject any bids and to cancel the bidding process and reject all bids at any time prior to the award of contract.

10.2 The bidder whose bid is accepted will be notified of the award of contract by the DOA prior to expiration of the bid validity period.

11. Performance Security

Within 15 days of receiving letter of acceptance, the successful bidder shall deliver to the Director of Archaeology the performance security (either a bank guarantee or a bank draft in favour of the Employer) for an amount equivalent of 3% of the contract price. The Performance Security shall be valid till the expiry of the period of maintenance of the work, specified in clause 12.

SECTION -B

1. QUALIFICATION INFORMATION

1. For Individual Bidders

1.1 Principal place of business : _____

Power of attorney of signatory of Bid
(Attach copy)

1.2 Total value of work performed in the last three years (in Rs. Lakhs)

	2002-03 _____
	2003-04 _____
	2004-05 _____

1.3 Work performed as prime contractor (in the same name) on works of a similar nature over the last three years

Project Name	Name of Employer	Description of work	Contract No.	Value of contract (Rs.lakhs)	Date of issue of work	Stipulated period of completion	Actual date of completion	Remarks explaining reasons for delay and work completed

Existing commitments and on-going works:

Description of Work	Place & State	Contract No. & Date	Value of Contract (Rs.lakh)	Stipulated period of completion	Value of works* remaining to be completed (Rs. Lakhs)	Anticipated date of completion
1	2	3	4	5	6	7

* Enclose a certificate from Engineer concerned.

** Modify as appropriate

1.4 Proposed subcontracts and firms involved.

Sections of the works	Value of Sub-contract	Sub-contractor	Experience in Similar work
*	*	*	*
	*	*	
*	*	*	*
	*	*	
*	*	*	*
	*	*	

1.5 Evidence of access to financial resources to meet the requirement of working capital cash in hand, lines of credit, etc. List them below and attach copies of support documents.

1.6 Name, address and telephone, telex and fax numbers of the Bidders' bankers who may provide references if contacted by the Employer.

1.7 Information on litigation history in which the Bidder is involved.

Other party(ies)	Employer	Cause of dispute	Amount involved	Remarks showing Present status

2. BID FORM

*Description of the works:

To:

Subject : Work of Printing & Designing of Book on Private Heritage Buildings
.....

Reference : Letter No.....dated.....from.....

Sir,

We offer to execute the works described in your letter referred to above in accordance with the Conditions of Contract enclosed therewith at a total Fixed Contract Price of

Rs** _____ (in figures)

Rs. _____ (in words)

This bid and your written acceptance of it shall constitute a binding contract between us. We understand that you are not bound to accept the lowest of any bid you receive.

We hereby confirm that this bid is valid for 45 days as required in Clause 6 of the Instructions to Bidders.

Yours faithfully,

Authorized Signature : _____ Date : _____

Name & Title of Signatory : _____

Name of Bidder : _____

Address : _____

* To be filled in by the Employer before issue of the Letter of Invitation.

** To be filled in by the Bidder, together with his particulars and date of submission at the bottom of this Form.

BILL OF QUANTITIES

The approximate Bill of Quantities is indicated below to give an idea of the work which should be executed in accordance with the approved drawings and specifications to enable the bidder to furnish the lumpsum price. Bidders may, however, note that no variations in the lumpsum cost is acceptable (except where extra items are ordered by the Engineer).

Sr. No.	Description of Work	Unit	Qty.

We agree to execute the works in accordance with the approved drawings and technical specifications at a total fixed contract price of Rs.....(amount in figures) (Rs.....amount in words).

Signature of Contractor

Note : Where there is a discrepancy between the rate in figures and words, the rates in words will govern.

Format of Certificate

Certified that the works uptolevel in respect of construction ofat.....have been executed in accordance with the approved drawings and technical specifications.

Signature
Name & Designation
(Official address)

Place :

Date :

Office seal

BANK GUARANTEE FOR ADVANCE PAYMENT

To

_____ (Name of Employer)

_____ (Address of Employer)

_____ (Name of Contract)

Gentleman,

In accordance with the provisions of the Conditions of Contract, sub-clause 3.1 of the above mentioned Contract, _____ (name and address of Contractor) (hereinafter called “the Contractor”) shall deposit with _____ (name of Employer) a bank guarantee to guarantee his proper and faithful performance under the said Clause of the Contract in an amount of _____ (amount of guarantee) _____ (in words).

We, the _____ (bank of financial institution), as instructed by the Contractor, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to _____ (name of Employer) on his first demand without whatsoever right of objection on our part without his first claim to the Contractor, in the amount not exceeding _____ (amount of guarantee)1 _____ (in words).

We further agree that no change or addition to or other modification of the items of the Contract or of Works to be performed thereunder or of any of the Contract documents which may be made between _____ (name of Employer) and the Contractor, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment under the Contract until _____ - (name of Employer) receives full repayment of the same amount from the Contractor.

Yours truly,

Signature and Seal : _____
Name of Bank/Financial Institution _____
Address : _____
Date : _____

1 An amount shall be inserted by the bank or financial institution representing the amount of the Advance Payment and denominated in Indian Rupees.

PERFORMANCE BANK GUARANTEE

To

_____ (Name of Employer)
_____ (Address of Employer)

WHEREAS _____ (name and address of Contractor) (hereinafter called ‘the Contractor’) has undertaken, in pursuance of Contract No.....dated..... to execute (name of contract and brief description of works) (hereinafter called “the Contract”);

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of (amount of guarantee).....(in words) , such sum being payable in the types and proportions of demand and without cavil or argument, any sum or sums within the limits of(amount of guarantee)¹ as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the works to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until 28 days from the date of expiry of the Defects Liability Period.

Signature and seal of the guarantor _____
Name of Bank _____
Address _____
Dated _____

¹ An amount shall be inserted by the Guarantor, representing the percentage of the Contract Price specified in the Contract including additional security for unbalanced Bids, if any and denominated in Indian Rupees.

1. GATES:

➤ Navapura Gate	Zinzhuwada	Tal. Dasada	Dist. Surendranagar
➤ Rajeshwari Gate	-do-	-do-	-do-
➤ Jin Gate	-do-	-do-	-do-
➤ Dhama Gate	-do-	-do-	-do-
➤ Madapole Gate	-do-	-do-	-do-
➤ Juni Post Gate	-do-	-do-	-do-
➤ Rampole Gate	Ghumali	Tal. Bhanwad	Dist. Jamnagar
➤ Old Gate	Kanthkot	Tal. Bhachau	Dist. Kachchh

2. KUND/VAV:

➤ Zinanand Kund	Zinzhuwada	Tal.	Dist. Surendranagar
➤ Vikiya Vav (Stepwell)	Ghumali	Tal. Bhanwad	Dist. Surendranagar

3. TEMPLES :

➤ Navlakha Temple	Ghumali	Tal. Bhanwad	Dist. Jamnagar
➤ Ganesh Mandir	-do-	-do-	-do-
➤ Old Shiv Temple (Nr. Challeshwar Talav)	-do-	-do-	-do-
➤ Sonkansari Group of Temples (3 major Temples and 16 small Dori type structures)	-do-	-do-	-do-
➤ Shiv Temple	Kera	Tal. Bhuj	Dist. Kachchh
➤ Pureshwar Temple	Manzal	Tal. Nakhtarana	-do-
➤ Jain Temple	Kanthkot	Tal. Bhachau	-do-
➤ Sun Temple	-do-	-do-	-do-

1. Zinzhuwada Monuments(6 Gates & 1 Kund) - Rs.100/- lakhs
2. Ghumali Monuments(22 Temples +1 Vav + 1Gate - Rs.300/- lakhs
3. Kachchh Monuments (4 Temples + 1 Gate) - Rs.100/- lakhs

Rs.500/- lakhs

