



# ENGINEERS INDIA LIMITED

(BIDDING DOCUMENT NO. **DC/8574-000-SE-T-0029/33**)

(DOMESTIC COMPETITIVE BIDDING)

## BIDDING DOCUMENT FOR

**Engaging agencies for behavioral Competency based and skill-based Training Programs**

**Prepared & Issued by:**



**MASTER INDEX**

**NAME OF WORK** : **Engaging agencies for behavioral Competency based and skill-based Training Programs**

**BIDDING DOCUMENT NO.** : **DC/8574-000-SE-T-0029/33**

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## INVITATION FOR BIDS (IFB) FOR

### Engaging agencies for behavioral Competency based and skill-based Training Programs

**BIDDING DOCUMENT NO. DC/8574-000-SE-T-0029/33**

(DOMESTIC COMPETITIVE BIDDING)

#### 1.0 **INTRODUCTION**

Engineers India Ltd. (EIL), a Government of India Public Sector Undertaking is a premier consultancy organization having registered office at 1, Bhikaiji Cama Place, R.K. Puram, New Delhi – 110066.

EIL invites e-bids through Government of India's e-tendering portal on "**Zero deviation bidding**" basis for the subject work from competent agencies with sound technical and financial capabilities and meeting the Bidder's Qualification Criteria as stated in this document.

#### 2.0 **BRIEF SCOPE OF WORK**

The Scope of Work covered in the work order (Engaging Institutes/Agencies for Behavioural based competency Based and Skill Based Training Programs) shall include end to end design & delivery of training programs as well as pre & Post-evaluation of learning of participants.

The Institute/Agency shall provide all props and training aids to make training program effective, including providing pre-program reading materials, program workbooks/exercise books and post training reading materials, in soft/hard copies to all participants depending on the mode of training i.e., Online or Offline.

For detailed scope of work, please refer Bidding Document.

#### 3.0 **CONTRACT PERIOD**

The duration of the Contract shall be 03 (Three) years from the date of issuance of Detailed Letter of Acceptance (DLOA).

#### 4.0 **SALIENT FEATURES OF BIDDING DOCUMENT**

i.	Procurement Mode & Portal	:	<p>e-Procurement through Government of India's e-Tendering portal.  <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>            Bids submitted only through the above-mentioned E Procurement/Tendering portal on or before the Bid-Submission Date &amp; Time shall only be considered for evaluation. No Manual Bids/Offeres shall be permitted, Bids submitted in physical form or sent in any other form such as through Fax/E-Mail/CD/DVD/Pen Drive etc. shall not be accepted. In order to perform e-procurement activities bidder</p>
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			shall visit the e procurement portal for e-tendering guidelines, (Refer <a href="#">Annexure-I</a> to ITB). The bidders are required to enroll/register themselves at above mentioned portal. No enrollment/registration fee would be charged from the bidders for the same.
ii.	Bidding Document on website	:	From <b>17.07.2025 to 31.07.2025</b>
iii.	Earnest Money Deposit (EMD) / Bid Security	:	<b>INR 72,000.00</b>
iv.	Cut-off date and time for submission of pre bid Queries in CPP Portal	:	Up to <b>18:00 Hrs (IST) on 21.07.2025</b> Bidder to submit their Pre bid queries via email only to the below mentioned email id's within the cut-off date mentioned above.: - <a href="mailto:d.chatterjee@eil.co.in">d.chatterjee@eil.co.in</a> <a href="mailto:rohit.srivastava@eil.co.in">rohit.srivastava@eil.co.in</a> <a href="mailto:ritu.bharti@eil.co.in">ritu.bharti@eil.co.in</a> <b>Any pre bid queries submitted through other modes shall not be entertained.</b>
v.	Pre-Bid Meeting	:	Pre-Bid Meeting shall be held at <b>1400 Hrs (IST) on 22.07.2025</b> through Microsoft Teams Details of meeting is given below; Link: <a href="https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGM5OTM0NTYtZjY4Yy00ZjNhLThtjM2ItOGVIYmJlZmY1ODk0%40thread.v2/0?context=%7b%22Tid%22%3a%226d8d019c-084b-4eb0-8615-09848b9a7d64%22%2c%22Oid%22%3a%22547b6814-c113-4813-9290-97723bd1811e%22%7d">https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGM5OTM0NTYtZjY4Yy00ZjNhLThtjM2ItOGVIYmJlZmY1ODk0%40thread.v2/0?context=%7b%22Tid%22%3a%226d8d019c-084b-4eb0-8615-09848b9a7d64%22%2c%22Oid%22%3a%22547b6814-c113-4813-9290-97723bd1811e%22%7d</a> <b><a href="#">Join the meeting now</a></b> Meeting ID: 468 185 804 859 8 Passcode: Wu7fV2iJ
vi.	Contact person	:	1. Mr. D. Chatterjee – GM (SCM), Tel. No.: 011-2676 2277 Email ID: <a href="mailto:d.chatterjee@eil.co.in">d.chatterjee@eil.co.in</a> 2. Ms. Ritu Amb- AGM (SCM) Tel. No.: 011-2676 2169 Email ID: <a href="mailto:ritu.bharti@eil.co.in">ritu.bharti@eil.co.in</a> 3. Mr. Rohit Srivastava- Dy. Manager (SCM) Email ID: <a href="mailto:rohit.srivastava@eil.co.in">rohit.srivastava@eil.co.in</a>

vii.	Last Date and time of submission of Bids	:	<b>1400 Hrs. (IST) on 31.07.2025</b> Bidder to refer e-Tendering Portal in case of any extension of due date for submission of bids.
viii.	Opening of Techno-Commercial (Un-priced) Bid	:	<b>1400 Hrs. (IST) on 01.08.2025</b> Bidder to refer e-Tendering Portal in case of any extension of opening date of techno commercial (un-Priced) bid.
ix.	Date of Opening of Price Bid	:	Shall be notified through the Portal to all the Techno Commercially Acceptable bidders at a later date.
x.	Bid Validity	:	3 Months from the date of opening of Unpriced Part of Bid.
xi.	CPBG	:	5% of Contract value to be submitted within 15 days from the date of award of contract in line with clause no 6.2 of CTC.
xii.	Payment Terms	:	Payment Terms shall be as per <b>clause no 7.0 of Scope of Work.</b>
xiii.	Penalty Clause	:	Penalty Clause shall be as per <b>clause no 7.0 of Scope of Work.</b>
xiv.	Reverse Auction	:	Not Applicable
xv.	MSE Preference	:	Purchase Preference on account of MSE policy is not applicable being the tender is evaluated on QCBS basis
xvi.	Procurement from a Bidder from a Country Sharing Land Border with India	:	Applicable Bidder to note the instructions provided under <b>Annexure-V to IFB</b> regarding compliance to Land Border sharing Policy and to submit the requisite declaration/certificate as per <b>Form - IA/ IB or Form - II</b> (as applicable) of IFB.
xvii.	Integrity Pact	:	Not Applicable
xviii.	EIL Banker Details	:	Beneficiary Name : Engineers India Limited Account No : 10813604212 IFSC Code : SBIN0017313 Bank Name : State Bank of India Branch address : CAG Branch-II, 4 <sup>th</sup> & 5 <sup>th</sup> Floor, Redfort Capital, Parsvanath Towers, Gole Market, New Delhi-110001
xix.	Name Address for submission of original EMD and other documents as per Provisions of Bidding Document.	:	<b>Attn:</b> <b>Sh. Diptiman Chatterjee – GM (SCM)</b> 2 <sup>nd</sup> Floor Engineers India Ltd. 1, Bhikaji Cama Place, New Delhi-110066.

If any of the days mentioned above happens to be EIL holiday, the next working day shall be implied.

5.0 **BID SECURITY/ EARNEST MONEY DEPOSIT (EMD)**

5.1 Bids must be accompanied with the Bid Security / Earnest Money Deposit (EMD) as mentioned above. EMD shall be submitted in the form of crossed **Net banking /Demand Draft /Fixed Deposit Receipt along with Fixed Deposit Confirmation Letter by Bank as per Annexure-VI to IFB / Bank Guarantee (BG) as per format provided in Bidding Document**. BG/FDR shall be **valid for 2 months beyond bid validity of 3 months from the due date of opening of Techno-commercial Bids** and shall be submitted from any Indian Scheduled bank or from any Indian Branch of an International Bank as per Bidding Document. **Bids without the requisite EMD as mentioned above shall be rejected.**

5.2 Bidder shall be required to submit/upload the scan copy of the EMD / Bid security or authenticated exemption Certificate, whichever applicable along with the bid (meeting the requirements for the same specified in the bidding document) in the first instance itself in e-tendering portal, else bidders offer shall be rejected.

5.3 Bidders shall also be required to submit the original DD/ PO/ BG to EIL, **preferably before the final extended bid due date and time but not later than the final extended bid due date and time**. If the Bidder fails to submit Bid Security (BG/PO/ DD) physically in original within the above cut-off date, his bid shall be rejected and not considered for further evaluation, irrespective of their status/ ranking in tender and notwithstanding the fact that a copy of Bid Security was earlier uploaded by the bidder on the e-tendering portal.

5.4 Apart from hard copy submission of BG towards EMD, it shall be preferred that same is routed through SFMS (Structured Financial Messaging System) platform for Bank Guarantee issuance and verification. The information/ messaging (as per SFMS) platform) shall be sent by BG issuing bank branch to EIL's Banker as per details provided in the tender document. Therefore, bidders shall be advised to switchover their banking following above platform for issuance of BGs.

5.5 **Submission of EMD is exempted for the following.**

- i. Indian Central Public Sector Undertakings / Enterprises subject to submission of required declaration in this regard.
- ii. Micro or Small Enterprises excluding traders are exempted subject to submission of valid Udyam Registration Certificate.
- iii. Medium Enterprises, for which status had been upgraded/reclassified from Micro/Small in last three years from the final bid due date subject to submission of valid Udyam Registration Certificate. Year-wise classification status of such bidder as visible online in UDYAM verification portal shall be considered.
- iv. Start-ups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT) are exempted subject to submission of the following. However, bidder to ensure that turnover for any of the financial years has not exceeded beyond limits prescribed in the certificate / Start Up scheme of DPIIT.

Bidder shall be required to submit a copy of Certificate of recognition towards Startup enterprise registration issued by Department for Promotion of Industry and Internal Trade (DPIIT) Ministry of Commerce & Industry.

Bidder shall submit an undertaking that Startup enterprise registration issued by DPIIT neither been revoked nor the status of Bidder as Start-up has been modified based on the definition specified in the prevailing gazette notification by DPIIT.

The start-up certificates submitted by the bidder shall be verified from the website (<https://www.startupindia.gov.in/>).

- 5.6 It shall be MSE Bidder's responsibility to submit correct, genuine and authentic documents to support their claim. However, EIL shall reserve the right to cross verify the bidder's claim by itself or seeking additional supporting documents from the bidders.

In case at any stage, if it is found the bidder has claimed / availed the benefits by providing false / forged details, their bid shall be rejected and bidder shall be placed on suspension / banning. However, if this is found after order placement, bidder shall also be liable for encashment of PBG. Bidder's organisation is responsible for any and all actions of their employees. Any claims seeking to pin point/shift the blame on any employee and consequently attempting to absolve the bidder's organisation will not be entertained.

- 5.7 The Udyam Registration Certificate submitted by a MSE shall be accepted provided the details of the same could be verified from the Government portal ([https://udyamregistration.gov.in/Udyam\\_Verify.aspx](https://udyamregistration.gov.in/Udyam_Verify.aspx)).

- 5.8 In case, a MSE bidder doesn't submit the MSE document or submits invalid document, such bidders shall not be considered for providing benefits under MSE Policy.

- 5.9 As per Ministry of Micro, Small & Medium Enterprises (MoMSME) OM F.No.21(6)/2020-MA(E-4016565) dated 31.08.2023, benefits to MSEs shall be given as per the following:

- i. If the major activity of the MSE is Services or Manufacturing then the unit is eligible to avail the benefits of Public Procurement Policy for MSEs Order, 2012. **MSEs registered as a Trader (Major Activity) cannot avail the benefits of the said policy.**
- ii. If the major activity of the MSE is Services (Trading) then the unit is not eligible for availing the benefits of the Public Procurement Policy for MSEs Order, 2012. **MSMEs under such categories are eligible only for availing Priority Sector Lending benefits.**
- iii. **If the major activity of the MSE is trading then the unit is a trader** and is not eligible for availing the benefits of the Public Procurement Policy for MSEs Order, 2012.
- iv. **Irrespective of the product category, the benefits of Public Procurement Policy, such as, exemption from payment of EMD, free tender document shall be given to all eligible MSEs, except for Traders and in Works contracts**

- 5.10 Bids Submitted with Bid Security for an amount less than the specified amount or Bid Security submitted in favour of beneficiary other than as specified in Enquiry Document or from other than the prescribed bank shall be rejected outrightly and shall not be considered for unpriced bid opening. Further, in case Bank Guarantee / DD submitted by the bidder is found to be fake, the bid will be rejected and a suitable action as per provision of Fraudulent Practice shall be initiated. But, minor typographical deficiencies in the BG, etc may be allowed to be corrected.

- 5.11 Envelope containing Bid Security (EMD) in physical form shall indicate name and address of the Bidder to enable the bid to be returned unopened, if required.

- 5.12 If the envelope is not sealed and marked as above, EIL will assume no responsibility for the misplacement or premature opening of the EMD/Bid Security.

6.0 **BIDDER QUALIFICATION CRITERIA [BQC]:**

6.1 **Technical Criteria**

The bidders shall meet the Technical Qualification Criteria as per the BQC -Technical enclosed as **Annexure-I** to IFB herewith.

6.2 **Financial Criteria:**

6.2.1 **Annual Turnover**

The annual turnover of Bidder shall not be less than **INR 12,00,000.00 (Indian Rupees Twelve Lakh only)** as per audited annual financial results in at least one of the immediate preceding three financial years as on due date of submission of Bid.

6.2.2 **Net-Worth**

The Net-worth of the bidder as per the immediate preceding year's audited financial results should be positive.

For Indian Central Public Sector Undertakings / Enterprises, having negative net worth shall not a rejection criteria. Contract award shall be purely on competitive basis and CPSEs having negative net worth shall furnish an undertaking in their bid that performance shall not be compromised.

6.2.3 **Working Capital**

The minimum Working Capital of the Bidder as per immediate preceding year's Audited Financial Statements shall be **INR 1,20,000.00 (Indian Rupees One Lakh Twenty Thousand Only).**

- (i) In case, Bidder is unable to meet the Working Capital (WC) requirement as above, the Bidder can supplement the WC with a Fund based Line of Credit (LOC) from any Scheduled Commercial Bank in India having Net worth more than equivalent INR 1000 million. In such a case, Bidder shall furnish a declaration from the bank for availability of unutilized fund-based line of credit for the shortfall in WC below the specified Working Capital value, in the format enclosed in the bidding document. The letter shall provide the status of Fund based Line of Credit as on any date between the date of Enquiry and Bid Due Date.
- (ii) The LOC for the shortfall of Working Capital shall be from a single bank only. However, banking syndicate shall also be allowed wherein a group of Banks can jointly underwrite and jointly lend money to the Bidder. In case of Banking syndicate also, declaration letter for meeting WC shall be from a single bank only.
- (iii) In case a Bidder submits Letters from multiple banks, the highest Working Capital amongst all the Banks shall only be considered for BQC evaluation.
- (iv) **In case the Bidder is not meeting the required Working Capital amount even from the line of credit certificate submitted along with the e-Bid, no further opportunity shall be given to Bidder to modify or replace the certificate by any subsequent certificate from the same bank or any other bank.**

However, if the bank certificate submitted in the Bid is carrying certain inaccuracies in the



language of the certificate as per the format enclosed in the Bidding Document, Bidder shall be asked to clarify or make corrections in the language of the bank letter. In case of such clarifications/ corrections, the same shall be submitted as an amendment to the line of credit from the Bank submitted in the Bid. In no case alterations in the amount of line of Credit as already submitted in the Bid shall be allowed.

- (v) If any bidder is not meeting the working capital requirement as per its audited financial statement and also has not submitted the required line of credit certificate from bank in the bid, the bidder shall be rejected and no opportunity to submit the certificate shall be provided to bidder.
- (vi) Bidder shall be required to upload the copy of line of credit certificate along with the bid in the e-tendering portal itself. Bidder shall not be required to submit the original of the line of credit certificate to EIL separately.
- (vii) Currency for seeking the amount of line of credit from the bank shall be in the currency as per the IFB / Bidding Document requirement.
- (viii) **Example:** If the WC required is INR 50 Crore and the Bidder has WC of INR 30 Crore as per the Audited Financial Statement, Bidder needs to submit a LOC for the balance INR 20 Crore.

Further, if the Working Capital required is INR 50 Crore and the Bidder has WC of (-)INR 10 Crore as per the Audited Financial Statement, Bidder needs to submit LOC for INR 60 Crore to meet the BQC requirement.

#### 6.2.4 CALCULATION OF TURNOVER, NET WORTH AND WORKING CAPITAL

- (i) **Net worth calculation: Net worth means paid up share capital, Share Application Money pending allotment\* and reserves# less accumulated losses and deferred expenditure to the extent not written off.** Net worth shall be calculated using the following formula:

# Reserves to be considered for the purpose of net worth shall be all **reserves created out of the profits and securities premium account** but shall not include reserves created out of revaluation of assets, write back of depreciation and amalgamation.

**\*Share Application Money pending allotment will be considered only in respect of share to be allotted.**

Description		Values <in Currency>	Reference (Page no., Clause etc.)
Paid up Share capital (A)	:		
Add: Share Application Money pending allotment (B)	:		
Add: Reserves (As defined above) (C)	:		
Less: Accumulated Losses (D)	:		
Less: Deferred Revenue Expenditure to the extent not written off (E)	:		
<b>Net Worth (A+B+C-D-E)</b>	:		

- (ii) **Working Capital calculation:** Working Capital shall be Current Assets minus Current Liabilities.

**Where Current assets means asset when it satisfies any of the following criteria: —**

- a) it is expected to be realised in, or is intended for sale or consumption in, the company's normal operating cycle\*;

- b) it is held primarily for the purpose of being traded;
- c) it is expected to be realised within twelve months after the reporting date; or
- d) it is cash or cash equivalent unless it is restricted from being exchanged or used to settle a liability for at least twelve months after the reporting date.

**Where Current Liabilities means liabilities when it satisfies any of the following criteria: —**

- a) it is expected to be settled in the company's normal operating cycle\*;
- b) it is held primarily for the purpose of being traded;
- c) it is due to be settled within twelve months after the reporting date; or
- d) the company does not have an unconditional right to defer settlement of the liability for at least twelve months after the reporting date. Terms of a liability that could, at the option of the counterparty, result in its settlement by the issue of equity instruments do not affect its classification.

\*An operating cycle is the time between the acquisition of assets for processing and their realisation in cash or cash equivalents. Where the normal operating cycle cannot be identified, it is assumed to have a duration of twelve months.

**Bidders (Other than companies such as Partnership/Proprietorship firms) are required to submit the following details from their Statutory Auditor/Chartered accountant.**

**Table 1**

S.no. (1)	Particulars (2)	Value as on Balance sheet date (INR) (3)	Amount Receivable/Due within 12 months from balance sheet date or as per above definition of current assets and current liabilities (4)
<b>A</b>	<b>Assets which are not classified as current assets</b> in the Balance sheet.		
	a. Loans and Advances	XXXXX	XXXXX
	b. Investments (Including Fixed Deposits)	XXXXX	XXXXX
	c. Other asset which are not classified as current assets	XXXXX	XXXXX
		<b>TOTAL (a+b+c) (X)</b>	<b>XXXXX</b>
<b>B</b>	<b>Liabilities which are not classified as current liabilities</b> in the Balance sheet.		
	a. Secured Loans	XXXXX	XXXXX
	b. Unsecured Loans	XXXXX	XXXXX
	c. Provisions	XXXXX	XXXXX
	d. Other Liabilities which are not classified as current Liabilities.	XXXXX	XXXXX
		<b>TOTAL (a+b+c+d) (Y)</b>	<b>XXXXX</b>

**Table 2**

**WORKING CAPITAL**

S.no.	Particulars	Amount
<b>A</b>	Current Assets as per Balance sheet	XXXXX

<b>B</b>	Add:- Amount as per <b>(X)</b> of Table 1.	XXXXXX
<b>C</b>	<b>Total Current Assets (A+B)</b>	XXXXXX
<b>D</b>	Current Liabilities as per Balance sheet	XXXXXX
<b>E</b>	Add:- Amount as per <b>(Y)</b> of Table 1.	XXXXXX
<b>F</b>	<b>Total Current Liabilities (D+E)</b>	XXXXXX
	<b>Working Capital (C-F)</b>	XXXXXX

- (iii) **Turnover (for the Financial Statement pertaining to post GST regime):** Turnover shall be taken as **Revenue from operation (excluding GST)** as stated in Financial Statement of the Bidder, excluding other Income.
- (iv) **Financial BQC parameters shall be calculated after giving effect to the impact of quantified and qualified Auditor's opinion (if any) given in the Statutory Auditor's Report.**

#### 7.0 **DOCUMENT SUBMISSION FOR MEETING THE QUALIFICATION CRITERIA:**

**Bidder shall furnish documentary evidence** i.e. copies of work orders/ relevant pages of Contract/SOR/invoice/final Bill, completion certificate, from the Owner/ Consultant of work executed, copy of MOU with Sub-Contractor (as applicable), **in the first instance itself, in support of their fulfilling the qualification criteria. EIL reserve the right to complete the evaluation based on the details furnished without seeking any additional information.**

#### 7.1 **DOCUMENT FOR MEETING THE TECHNICAL QUALIFICATION CRITERIA**

Bidder are required to submit all such past experience (s) (PTR) meeting the technical BQC along-with relevant supporting documents (as per [Annexure-I to IFB](#)) in the first instance itself, along-with the bid. Accordingly, only such past experience(s) shall be considered for qualification, details of which are provided in the Bid by the Bidder and/or out of the list of Similar Work experiences specified in the Bid i.e. [Annexure-I to IFB](#) (with or without submitting relevant qualification documents), and subsequently no additional past experience (PTR) which is not referred at all in the Bid in the specified location, shall be permitted to be submitted by the Bidder and the Bid shall be evaluated in the following manner:

- (i) In case, a Bidder does not meet the BQC based on experience documents (copy of work order, completion certificate, performance certificate etc. as more specifically mentioned in the BQC) submitted by the Bidder in support of meeting the BQC, Bids shall be rejected in case of "No Deviation Bid" without issuing TQs/CQs. However, in case CQs/ TQs are issued, Bidders can be allowed to submit additional documents for any of the work out of the past experience(s) (PTR) list already submitted along with the Bid, to support their meeting the BQC.
- (ii) No additional past experience(s) (PTR) (not specified in the list already provided by the Bidder in their Bid) shall be considered from the Bidders, since this would amount to substantive change in the Bid.

#### 7.2 **DOCUMENT FOR MEETING FINANCIAL QUALIFICATION CRITERIA**

- (i) Bidder shall also furnish documentary evidence in support of meeting the financial criteria: -
  - a) Complete audited annual financial year statements including audit report, balance sheet, profit & loss account statement with all other schedules for the immediate three preceding Financial Years as on due date of submission of bid
  - OR
  - b) Financial Details of Bidder, from the Statutory Auditor (SA) / Chartered Accountant (CA) (\*), on the letterhead of Statutory Auditor / CA (\*) in the format enclosed as [Annexure-IIA to IFB](#)

OR

- c) Financial Details of Bidder, on the letter head of Bidder, duly certified by Statutory Auditor / CA (\*) in the format enclosed as [Annexure-IIB to IFB](#)

(\*) The letter from CA in place of SA is acceptable where audited accounts are not mandatory as per law at the time of preparation of financial statement for a particular financial year. Also, CA shall not be an employee/ Director and not having any interest in the bidder's company/Firm

The above financial details, as per above [Annexure-IIA](#) or [Annexure-IIB](#), shall be submitted **without any reservation/qualification remarks**. In case of any reservation/qualification remark, Complete Audited Financial Statement, as above, shall also be submitted with the bid

**For Working Capital (WC)**, in case Bidder opts for supplementing the working capital with a Fund based Line of Credit (LOC), same shall be submitted in the format enclosed as [Annexure-III to IFB](#).

### **Notes**

- (a) Bidder shall ensure that the certificate/reports issued/attested by practicing Chartered Accountant (CA)/Statutory Auditor in India shall contain Unique Document Identification Number (UDIN) of the CA, without which these Certificates/ reports shall not be considered for evaluation.

However, this requirement of including UDIN shall not be applicable for certificate/reports issued/attested by a CA practicing in foreign country

- (b) In case the last financial year's closing date was within 9 months prior to bid due date and Complete Audited Financial Statement of last financial year are not available, bidder has the option to submit the financial details of the three previous financial years immediately prior to the last financial year. Otherwise, it is compulsory to submit the financial details of the immediate preceding three financial years.

For example, in case, bid due date is up to 31<sup>st</sup> December and financial details of immediate preceding financial year (year ending 31<sup>st</sup> March of the same year) are not available, the financial details of the three previous years immediately prior to the last financial year may be submitted.

#### **7.2.1 Submission of Consolidated Audited Financial Statement:**

- (i) **Bidder is a Parent/Holding Company:** Where only consolidated Audited Financial Statements are prepared and audited, which includes the financial details of their wholly owned subsidiaries etc., consolidated audited financial statement shall be considered for establishing the financial criteria subject to Statutory Auditor/ CEO/ CFO/ Company Secretary or any member of the Board of Directors of the bidder, certifying that standalone Financial Statements of bidder (without the financial data of subsidiaries, etc.) is not separately prepared and audited.
- (ii) **Bidder is a Subsidiary Company:** In case a Bidder is a Subsidiary Company and separate Financial Statements of the Bidder is not prepared & audited, but only a consolidated audited Financial Statements of their Parent Company/Holding Company are available, consolidated audited Financial Statement shall be considered for establishing the financial criteria subject to Statutory Auditor/ CEO/ CFO/ Company Secretary or any member of the Board of Directors of the Parent/Holding company (whose Audited Financial Statements are submitted for

qualification) certifying in their letterhead that Financial Statements of Bidder are not separately prepared and audited

- 7.2.2 For meeting the Financial criteria, bidders shall be required to submit the Audited Annual Reports/ Financial Statements of the company as per the provision of bidding document, audited and issued till the final bid due date. Bidder shall be evaluated based on the Financial Statements of the company submitted in the bid.

Any shortfall information/ document on Audited Annual Reports/ Financial Statements of the Company, audited and issued on or before the final bid due date can be sought through CQs but bidder shall not be allowed to submit the Financial Statements of the Company audited & issued after the final bid due date and time. Accordingly, Financial Statements of the Company audited & issued post final bid due date and time shall not be considered for evaluation only.

## 8.0 **AUTHENTICATION OF DOCUMENTS (SUBMITTED FOR MEETING BQC)**

- (i) Bidder shall furnish an undertaking in the format as per the [Annexure-IV to IFB](#), towards the authenticity of submitted BQC Documents, duly signed by the authorized signatory of Bidder holding power of attorney for signing of bid.
- (ii) Proprietorship/Partnership firms shall submit the undertaking as per [Annexure-IV to IFB](#) duly signed by the Proprietor/any two Partners.
- (iii) Bidders shall be required to upload the digitally signed authenticated copies of documents for meeting BQC on the e-tendering portal only. Bidders shall not be required to submit the original authenticated documents in physical form to EIL.
- (iv)
- (v) Submission of authentic documents is the prime responsibility of the bidder. Wherever EIL has concern or apprehension regarding the authenticity/ correctness of any document, EIL reserves a right of getting the document cross verified from the document issuing authority.
- (vi) Bidder's prime responsibility to submit genuine and authentic documents. No amount of checking or verification by the buyer shall absolve bidder from his responsibility.

## 9.0 **VERIFICATION OF DOCUMENTS**

- 9.1 In addition to above requirement, **verification of the documents submitted towards meeting the BQC** by the bidders shall be done. **Documents shall be verified from the document issuing authority.**

This may be carried out by EIL through e-mail / letter or visit. Bidder shall provide complete assistance towards the same. It shall be responsibility of the bidder to assist EIL in carrying out this exercise. Accordingly, bidder shall ensure that bidder shall submit those executed works meeting the qualification criteria for which they can arrange such verification from their respective clients.

If verification process gets delayed due to some reasons, yet it shall not hold the award of the job. However, payment to the Bidder shall be released only on completion of verification.

Failure of cross verification shall entitle EIL to reject the bid or terminate the PO / Contract, if issued.

- 9.2 **Bidder must ensure that they submit the qualification documents for meeting various qualification criteria only for the jobs which meet the BQC and where they are confident that they can produce the originals to EIL for such verifications, as and when demanded.** In case the BQC documents have already been verified by EIL for any other enquiry/ tender, the same may also be considered verified on the strength of the first such verification carried out and accepted by EIL. However, in that case, bidder to indicate in their bid that PTR documents submitted in this bid has already been verified by EIL in tender no. \_\_\_\_\_ for project \_\_\_\_\_.

10.0 **GENERAL**

- 10.1 Bidder's past experience as a leader or member of a Consortium/JV shall be considered acceptable, provided his scope in that Consortium/JV meets the requirement stipulated in Technical Qualification Criteria mentioned above.
- 10.2 A job completed by a Bidder as a Sub-Contractor shall be considered for the purpose of meeting the Technical Qualification Criteria of BQC provided the appointment of sub-contractor was authorized and subject to submission of following documents in support of meeting the "Bidder's Qualification Criteria": -
- (a) **Documentary evidence/Certificate by the end-User/Owner/PMC**, with regards to approval of Bidder/ engaging Bidder/ execution by the Bidder as a Sub-Contractor to the Main Contractor
  - (b) **Work order and Completion Certificates indicating the value of works and date of completion** issued by Main Contractor (including SOR, wherever required for establishing scope of work)
- 10.3 Experience of only the Bidding entity shall be considered. A job executed by a Bidder for its own plant/projects shall not be considered as experience for the purpose of meeting the technical Qualification Criteria of the Enquiry document.

However, Jobs executed for Subsidiary/ Fellow subsidiary / Holding company shall be considered as experience for the purpose of meeting BQC, subject to submission of additional document towards "tax paid invoice(s) duly certified by Statutory Auditor of the Bidder or consolidated statement issued by Statutory Auditor of the Bidder towards payments of statutory tax" in support of the job executed for Subsidiary/ Fellow subsidiary/ Holding company.

In case referred Project falls under "No Tax Area" (like SEZ), Bidder can submit certificate from their Statutory Auditor to this effect in place of Tax paid invoice. Chartered Accountant (CA) (in place of Statutory Auditor) is acceptable where audited accounts are not mandatory as per law for latest financial year. Also CA shall not be an employee/ Director and not having any interest in the Bidder's company/Firm.

- 10.4 In case of composite works (i.e. works comprising of more than one discipline) which included the qualifying work stated above, then such qualifying work out of completed composite work, shall be considered for the purpose of evaluation.
- 10.5 In case, two separate Bidders submit reference of same work (wherein one was Main Contractor and the other was Sub-Contractor) for meeting Bidder Qualification Criteria, both Bidders' experience shall be considered for qualification subject to Bidder's meeting other qualification requirements
- 10.6 Bidder shall furnish documentary evidence i.e. copies of work orders/ relevant pages of



Contract/SOR/invoice/final Bill, completion certificate, from the Owner/ Consultant of work executed, Audited annual Financial Statements containing audited balance sheets and profit & loss accounts statement in the first instance itself, in support of their fulfilling the qualification criteria.

EIL reserve the right to complete the evaluation based on the details furnished without seeking any additional information.

- 10.7 Bidder are required to submit all such past experience (s) (PTR) meeting the BQC along-with relevant supporting documents in the first instance itself, along-with the e-bid. Accordingly, only such past experience(s) shall be considered for qualification, details of which are provided in the e-Bid by the Bidder and/or out of the list of Similar Work experiences specified in the Bid i.e. Annexure-I to IFB (with or without submitting relevant qualification documents), and subsequently no additional past experience (PTR) which is not referred at all in the e-Bid in the specified location, shall be permitted to be submitted by the Bidder and the Bid shall be evaluated in the following manner:
- i). In case, a Bidder does not meet the BQC based on experience documents (copy of work order, completion certificate, performance certificate etc. as more specifically mentioned in the BQC) submitted by the Bidder in support of meeting the BQC, Bids shall be rejected in case of “No Deviation Bid” without issuing TQs/CQs. However, in case CQs/ TQs are issued, Bidders can be allowed to submit additional documents for any of the work out of the past experience(s) (PTR) list already submitted along with the Bid, to support their meeting the BQC.
  - ii). No additional past experience(s) (PTR) (not specified in the list already provided by the Bidder in their Bid) shall be considered from the Bidders, since this would amount to substantive change in the Bid.
- 10.8 The Institute of Chartered Accountant of India at its 379th council meeting dated 17-18<sup>th</sup> December, 2018 made generation of Unique Document Identification Number (UDIN) mandatory for every signature of full time practising chartered accountant in phased manner for the following service:
- o All certificates with effect from 1st. February, 2019.
  - o GST and Income Tax Audit with effect from 1st. April, 2019.
  - o All Audit and Assurance Functions with effect from 1st. July, 2019
- In view of the above, bidder shall ensure that any certificate reports issued/ attested by a practising chartered accountant in India and submitted in the bid shall mandatorily include the UDIN number. Certificate/ reports issued/ attested without UDIN number of practising chartered accountant in India shall not be considered for evaluation.
- 10.9 Under the EIL suspension/ banning rules (available on EIL portal [www.engineersindia.com](http://www.engineersindia.com)), the punishment for such an action is clearly mentioned. Moreover, the Bidding Document additionally indicates other actions against the bidder like encashment of EMD or PBG depending upon the stage of discovery of the fraud/false documentation. Moreover, the bidder's organisation is responsible for any and all actions of their employees and any claims seeking to pin point the blame on some employee of bidder and attempting to absolve the bidder's organisation will not be entertained.
- 10.10 The bidder must also note that the EIL reserves the right to proceed based on acceptable offers (who have submitted authenticated documents in line with the provisions given in the Bidding Document) and reject outright the other bids which have some shortcoming including non-submission of authenticated documents. The bidder shall therefore submit the authenticated documents along with the offer itself and in case of rejection of his bid shall not

have any right to seek another opportunity for submission of authenticated documents.

- 10.11 EIL/Owner reserves the right to evaluate the Bids using in-house information.

Further, if the Bidder cites any reference of a job executed for EIL/Owner / some other Owner through EIL and the Bidder is not able to furnish documentary evidence, Owner/ EIL may consider the internal records of Owner or EIL (as the case may be).

- 10.12 Bidder shall not be under liquidation, court receivership or similar proceedings.

- 10.13 If the above supporting documents are not in English language, then the English translation copy of the same shall also be furnished duly certified, stamped and signed by Local Chamber of Commerce or Indian Embassy in their country or bidder's Embassy in India or any translator in India recognized / authorized by bidder's Embassy.

- 10.14 The Bidders who are on Holiday list and/or any other similar list of EIL on the due date of submission of Bid / during the process of evaluation of the Bids, the offers of such Bidders shall not be considered for Bid opening / Evaluation / Award.

- 10.15 Bids received after stipulated last date and time, due to any reason(s) what-so-ever, including postal delays, will not be considered.

- 10.16 The complete Bidding Document is available on e-tender website: <http://eprocure.gov.in/eprocure/app> . Bidders are required to submit their bid through Government of India's e-Procurement/e-tendering system <http://eprocure.gov.in/eprocure/app> only.

- 10.17 All amendments, time extension, clarifications etc. will be uploaded in the websites only and will not be published in newspapers. Bidders should regularly visit the above websites to keep themselves updated. No extension in the bid due date / time shall be considered on account of delay in receipt of any document by mail.

- 10.18 Bidder may note that Bid shall be submitted on the basis of "ZERO DEVIATION" and shall be in full compliance to the requirements of Bidding Document, failing which bid shall be considered as non-responsive and may be liable for rejection.

- 10.19 EIL shall not be responsible for any expense incurred by bidders in connection with the preparation & delivery of their bids, site visit, participating in the discussion and other expenses incurred during the bidding process.

- 10.20 A Bidder may seek clarifications regarding the bidding document provisions, bidding process and / or rejection of his bid. Owner / EIL shall respond to such requests within a reasonable time.

- 10.21 EIL reserves the right to reject any or all the bids received and to annul the bidding process at its discretion without assigning any reason whatsoever.

- 10.22 Canvassing in any form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.

- 10.23 Conflict of Interest

The bidder found to have a conflict of interest shall be disqualified.

Bidder's conflict of interest as Consultant of Owner:



Consultants or any of their Affiliates will not be considered for any assignment, which by its nature may be in conflict with another assignment of the consultants.

Bidder's conflict of interest with other bidders:

A bidder shall not have conflict of interest with other bidders. Such conflict of interest can lead to anti-competitive practices to the detriment of Owner's interests. The bidder found to have a conflict of interest shall be disqualified.

A bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if:-

- a. they have controlling partner (s) in common; or
  - b. they receive or have received any direct or indirect subsidy/ financial stake from any of them; or
  - c. they have the same legal representative/agent for purposes of this bid; or
  - d. they have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder; or.
  - e. In cases of agents, quoting on behalf of their principal manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorise only one agent/dealer. There can be only one bid from the following:
    1. The principal manufacturer directly or through one agent on his behalf; and
    2. Agent on behalf of only one principal.
  - f. Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the Bid;
  - g. In case of a holding company having more than one independently manufacturing units, or more than one unit having common business ownership/management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/ common business/ management units in same/ similar line of business.
- 10.24 In case any bidder is found to be involved in cartel formation, his bid will not be considered for evaluation / placement of order. Such bidders shall be debarred from bidding in future for EIL.
- 10.25 For detailed specifications, terms and conditions and other details, refer Bidding Document.
- 10.26 Bidder price remain firm & fixed till completion of the contract.
- 10.27 Entire contract would be awarded to the single agency only being non divisible contract.
- 10.28 EIL has adopted Government e Marketplace (GeM) in totality and identified products & services available on GeM shall be procured through GeM. Therefore, suppliers/agencies of such items & services are requested to enlist themselves with GeM immediately otherwise they may not be able to quote against future enquiries.

**GENERAL MANAGER (SCM)  
ENGINEERS INDIA LIMITED, NEW DELHI**