

# GUIDE LINES TO

# SUBMISSION OF PREQUALIFICATION

**PROJECT: - PROPOSED CONSTRUCTION OF NEW EXAMINATION HOUSE BUILDING AT KALINA CAMPUS, SANTACRUZ (EAST), MUMBAI 400098.**

ISSUED TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Sir, J.J. Consultancy Cell,  
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The Registrar,  
University of Mumbai  
Fort, Mumbai.

## PREQUALIFICATION NOTICE FOR CIVIL CONTRACTORS

The Registrar University of Mumbai invites sealed tenders from Registered Contractors with State PWD in appropriate class for the Construction of proposed New examination House Building at Kalina, having Approximate Built-up area 7,800.00 sq.mt. of Ground + Seven Floors. Contractors having experience in construction of similar/equivalent quantum of work can apply. Applications Forms are available at the Mumbai University's web site on 11/ 10/2013.and submission for the same is on or before 18/10/2013.

### DETAILS OF PROJECT

- 1.00 **Site:** University of Mumbai, Kalina Campus, Santacruz (East), Mumbai 400098.
- 2.00 **Projects:** Proposed Examination House Building.
- 3.00 **Estimated cost of the work:** - Approx. Rs. 19 Crores. Including all work.
- 4.00 **Structure of Building:** - R.C.C.Framed Structure

### PREQUALIFICATION GUIDE LINES

#### 5.00 **Eligibility of the contractor.**

- A. The Contractor should have registered with PWD as a class IA contractor. In addition to above, the Contractors should have a long & good standing in the business. The desirous Contractor must produce the firm's resume and also the list of large scale works carried out in last five years.
- B. The desirous contractor must have executed a single work of any institutional building for any Government/Semi Government organization costing not less than Rs. 15.00 crores in one calendar year.
- C. The contractor should achieved an average annual turnover of more than Rs.35.00 Crores per year for last Three Years. The contractors who can full fill this condition can only apply. They must produce the documentary evidence to prove their ability in this regard.
- D. The desirous contractors must be well equipped with the required machinery like JCB, Dumpers, adequate Centering & shuttering material with marine plywood & steel plates , Concrete weigh batch mixers, Vibrators, Vacuum pads for Tremix treatment and also with all the modern tools & plants required. The Contractor must provide the list of Tools, Machinery, Plants which is going to be engaged for construction at site till the Completion of the said activities.

- E. The desirous contractor must have skilled Labours, experienced and well qualified supervisory staff and other administrative staff. The contractor must give the list of their key-personal and the name of the staff and their qualification who will be engage permanently at the site till the completion of the work.
- F. The contractors who fulfill the above conditions, must produce their valid PAN CARD, Statement of latest Income Tax returns, Balance sheet for last three years, Maharashtra Value added Tax number, ESIC registration certificate, PPF certificates, etc.
- G. In addition to above the contractor must give the list of the works in hand & their probable dates for completion.
- H. The contractor may produce any other documents, certificates, excellence awards for outstanding works executed in near past.
- I. The Contractor should have executed the following types of items of requisite quantities to perform the work.

Sr. No.	DESCRIPTION OF SPECILISED WORK	MINIMUM CRITERIA
1	Structural steel ( TATA/Equivalent,)	50.00 M.T.
2	Reinforcement steel (Fe-415)	700.00 M.T.
3	Reinforced cement concrete works	5000.00 Cum
4	Curtain glazing with and without frame work	500.00 Sqm.
5	Toughened glass partitions / doors -6 mm to 12 mm thick	300.00 Sqm.
6	Flooring with (Various types)	4000.00 Sqm.

- J. The contractor should have following machinery. The Contractor should produce documentary evidence of Ownership for this machinery.

- |   |          |
|---|----------|
| 1. Batching plant capacity 15 to 20 Cum./hr                         | 2 Nos.   |
| 2. Concrete Pump  | 2 Nos    |
| 3. Lift Machine / Tower Crane (50 tonne)                            | 1 No.    |
| 4. Needle Vibrator (Minimum 60 mm needle one and 40 mm needle rest) | 4 Nos.   |
| 5. Concrete Vibrator (Surface/Plate)                                | 2 Nos.   |
| 6.. Electrical Generator, 250 KVA                                   | 1 No.    |
| 7.. Centering with Props & Cup locks                                | 5000 Sqm |
| 8.. Water Tanker 10000 liter capacity                               | 2 Nos.   |
| 9. Tipper/ Trucks   | 3 Nos.   |
| 10. Site Inspection Vehicle (Jeep/Car)                              | 2 Nos.   |
| 11. Concrete Conveying Trolley                                      | 3 Nos    |
| 12. Crane for concrete placing.                                     | 1 No.    |
| 13. Bar bending/cutting machine                                     | 2 Nos    |

- K. As this Project includes all Civil & Electric works for Building, the Contractor should produce documentary evidence of completion of electrical work costing not less than Rs.2.00 Crores
- I. The contractor should submit the required information as per attached formats.

#### **6.00 Time Limit**

Time is essence of the project. The work must be completed in 9 calendar months in all respect from the date of issue of work order.

#### **7.00 The dates of issue and Submission of the guide lines.**

7.01 The guide line to submission of pre-qualification of contractors will be issued from Applications Forms are available at the Mumbai University's web site on 11/10/2013.and submission for the same is on or before 18/10/2013.

7.02 The duly filled documents must reach to the office of **The Registrar University of Mumbai Fort Mumbai on or before 18/10/2013** up to 4.00 PM. The documents reaching after this time will not be accepted.

7.03 The selected contractors will be notified and will be called for submission of the Tender for the said work.

#### **8.00 The Rights of the Employer.**

The Employer and the Architect Reserve the right to issue the Tenders to selected contractors or reject any or all the pre-qualifications without assigning any reason there off.

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**The Registrar,**  
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**SAMPLE FORM**

FORM NO- I

DETAILS OF PLANTS AND MACHINERY IMMEDIATELY AVAILABLE WITH THE TENDERER FOR THIS WORK

Name of Tenderer:

Sr. No.	Name of the Equipment	No. of Units	Kind and Make	Capacity	Age & Condition	Present location	Remarks
1	2	3	4	5	6	7	8
.....Sample Form.....							

Note: This is only a standard form. Details are to be furnished in this form of type written statements duly signed, which shall be attached in envelope No.1 duly signed.

Signature of Tenderer

FORM NO- II

DETAILS OF WORKS OF SIMILAR TYPE AND MAGNITUDE CARRIED OUT BY THE TENDERER

NAME OF THE TENDERER:

Sr. No.	Name of work	Name & Add. Of the organization for whom the works was done.	Place & country	Agreement No.	Date of commencement	Date of completion as per contract	Date of actual completion	Whether extension was granted or not	Principle features in brief	Value of work at the time of completion
1	2	3	4	5	6	7	8	9	10	11

Note: This is only a standard form. Details are to be furnished in this format in the form of typewritten statement which shall be attached in Envelope No. 1, duly signed.

Signature of Tenderer

FORM NO III

Details of Technical Personnel available with Contractor

NAME OF THE TENDERER:

Sr. No.	Name of person	Qualification	Whether working in field or in office	Experience of Execution of similar works	Period for which the person is working with the tenderer	Remarks
1	2	3	4	5	6	7
..... Sample Form.....						

Note: This is only a standard form. Details are to be furnished in this format in the form of typewritten statement which shall be attached in Envelope No. 1, duly signed.

Signature of Tenderer

FORM NO- IV

Total Value of Civil Engineering Construction Work executed any payments received in the last Three year.

Sr.No	Year	Value of Work Executed(Value updated at 2012-2013 ,Price Level)
1	2	3
1	2010-2011	
2	2011-2012	
3	2012-2013	

Note:-This annual turnover shall be certified by the Chartered Accountant Govt. or Semi Govt. works shall considered for annual turnover respective years.

Signature of Tenderer



FORM NO- V

Work performed as prime contractor (IN the same name) on works of similar nature over the last Three years.

Sr No	Project Name	Name of Employer	Description of work	Value of Contract (Rs.in Lakhs)	Date of issue of Work Order	Stipulated period of completion	Actual date of Completion	Remark explaining reasons for delay and work completed
1	2	3	4	5	6	7	8	9

Signature of Tenderer



FORM NO- VII

Information on Bidding Capacity

Works for which Tenders have been submitted and works which are yet to be completed as on the date of this Tender

A) Existing Commitments and on-going works.

Sr.No	Description of work	Place and State	Contract No.& Date	Name and Address of Employer	Value of Contract (Rs. In Lakhs)	Stipulated period of completion	Value of work remaining to be completed (Rs. In Lakhs)	Anticipated of completion
1	2	3	4	5	6	7	8	9

Attach certificates from the Engineer(S) in Charge.

Signature of Tenderer

FORM NO- VIII

Information on Bidding Capacity

B) Works for which Tenders already submitted.

Sr.No	Description of work	Place and State	Contract No.& Date	Name and Address of Employer	Estimated Value of works(Rs. In Lakhs)	Stipulated period of completion	Date when decision is expected	Remark if any
1	2	3	4	5	6	7	8	9

Attach certificates from the Engineer(S) in Charge.

Signature of Tenderer

FORM NO- IX

The following items of contractor's Equipment are essential for carrying out the works The Tenderer shall list all the information.

Sr No	List of Equipment and with Capacity	Requirement in Nos	Availability Proposals		
			Owned or Hired	No's / Capacity	Age/ Condition
1	Batching plant , capacity 15-20 Cum./hr	2 Nos	.		
2	Concrete pump	2 Nos			
3	Lift Machine / Tower Crane (50 tone)	1 No	.		
4	Needle Vibrator (Minimum 60 mm needle one and 40 mm needle rest)	4 Nos			
5	Concrete Vibrator (Surface/Plate)	2 Nos			
6	Electrical Generator, 250 KV	1 No			
7	Centering with Props & Cup locks	5000 Sqm			
8	Water Tanker 10000 liter capacity	2 No			
9	Tipper/ Trucks	Sufficient.			
10	Site Inspection Vehicle (Jeep/Car)	2 Nos			
11	Concrete Conveying Trolley	4 Nos.			
12	Crane for concrete placing.	2 Nos.			
13	Bar bending/cutting machine	1 Nos			

Note:- The Tenderer shall produce the documentary evidence in support of ownership of machinery and equipment.

- Diesel generator set- The concrete shall/install adequate No. of diesel generator set to enable to work during night also(subject to observing laws & fuel filling safely equipment) to supply power to electrically operated equipment.

Signature of Tenderer

FORM NO- X

Qualification and experience of key personnel proposed for administration and execution of the contract. Attach Bio-Data.

Sr No	Position	Name	Qualifications	Years of Experience
1	2	3	4	5
2	Project Manager -1 No		Graduate in Civil Engineering	
3	Civil Engineer -2 No's		Graduate in Civil Engineering	
4	Civil Engineer -2 No's		Diploma in Civil Engineering	
5	Electrical Engineer -1 No		Graduate in Electrical Engineering	
6	Civil Engineer Assistant -2 No's		ITI Trained CEA	
7	Clerk/Typist/Helper		Minimum Graduate	

Signature of Tenderer

FORM NO- XI

Proposed sub contracts and firms involved (refer information and instructions to Tenderer

Sr No	Section of work	Value of Sub Contract	Sub Contractor(Name and Address with Cell Number	Experience in similar work.
1	2	3	4	5

Signature of Tenderer

FORM NO- XII  
(On letter head of bank)

SAMPLE FORMAT FOR EVIDENCE OF ACCESS TO OR AVAILABILITY OF CREDIT  
FACILITIES

This is to certify that M/s..... is a reputed company with a good financial standing.

If the contract for the work, namely ..... is awarded to the above firm, we shall be able to provide overdraft/credit facilities to the extent of Rs..... to meet their working capital requirements for the above contract.

Sd/-  
Name of Bank  
Senior Bank Manager  
Address of the bank