

**MINISTRY OF HEALTH & FAMILY WELFARE, GOVT. OF INDIA,
NEW DELHI**

**Invitation for Prequalification
For**

**Construction of Hostel Block, Dining hall & other associated works For VMMC
In Front of Safdarjung Hospital New Delhi**

March 2007

**HSCC (INDIA) LTD.
(CONSULTANTS & ENGINEERS FOR MEGA HOSPITALS & LABORATORIES)
E-6(A), sector-1, NOIDA(U.P) 201301 (India)**

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PQ No. HSCC/131(PKG-II)/BU-HP-II/2006

HSCC (India) Limited.
Plot No.6(A), Block-E, Sector-1,NOIDA - 201301 (U.P.)

HSCC/131(PKG-2)/BUII/2007

Dated : 23/03/2007

Invitation for Pre- qualification

HSCC(I) LTD, On behalf of “ **Ministry of Health & Family Welfare, New Delhi**” , intends to Pre-qualify agencies/firms for the works “ **Construction of Hostel Block, Dining hall & other associated works** including preparation of detail structure design & drawings and shop drawings for all services. The concept will be provided by HSCC **for Vardhman Mahavir Medical College in front of Safdarjung Hospital, New Delhi. Estimated cost : 25 Crore Completion period: Twelve months. Minimum PQ criteria:** 1. Average annual financial turnover (As per audited balance sheets) during last 3 years 2003-04, 2004-05, 2005-06 should have at least **30%** of the estimated cost. 2. Successful completion of at least **one** similar nature of works of Multistoried building on a single contract value not less than **80%** of the estimated cost or **two** similar nature of works of Multistoried building on a single contract value not less than **50%** of the estimated cost or **three** similar nature of works of Multistoried building on a single contract value not less than **40%** of the estimated cost during last 7 years ending last day of the month previous to the one in which applications are invited. It is expected that invitation of bid will be made in next six months. Pre-qualification is open to all the agencies having sound background and specialization in carrying out similar nature of works means multistoried buildings with electrical, HVAC, internal and external services etc. Completion of similar nature of works shall be considered for execution of said works. The interested applicants are free to see the prequalification documents kept at dispatch counter at HSCC Corporate office before purchase the PQ documents. Applicants may obtain the Prequalification documents on any working day between **10:00 to 16:00 hrs from 24/03/2007 to 13/04/2007 on written request** from HSCC at above address on payment of Rs. 2500/- through Cash/demand draft from any Nationalized/scheduled bank in favour of HSCC(I)Ltd, NOIDA/New Delhi payable at NOIDA or may be downloaded from website www.hsccltd.co.in/tender and submitted along with a demand draft of Rs.2500/- in favour of HSCC (I) Ltd Noida/New Delhi. The Last date of Submission of Sealed PQ document complete in all respect on **16th April 2007 upto 16:00 hrs. at HSCC on above address.**

CGM(PG-II)

INSTRUCTION TO APPLICANTS

PROJECT NAME : Construction of Hostel block , Dining hall & other associated works for Vardhman Mahavir Medical College in front of Safdarjung hospital complex, New Delhi.

EMPLOYER/PRINCIPAL EMPLOYER : Ministry of Health and family Welfare, New Delhi

1. Scope of Bid :

1.1 For & on behalf of **Ministry of Health and family Welfare, New Delhi** (The Employer), HSCC (I) Ltd (HSCC, the Consultant) intends to pre qualify agencies / firms for above works details as under

1.2 Brief Details

Construction of Hostel Block, Dining hall & other associated works including preparation of detail structure design & drawings and shop drawings for all services. The concept will be provided by HSCC **for Vardhman Mahavir Medical College in front of Safdarjung Hospital, New Delhi.**

1.3 Pre- qualification is open to all agencies / firms having sound background and specialisation in carrying out similar works.

2. Submission Of Applications :

2.1 Applications for Pre- qualification must be submitted in sealed envelopes, which must be either delivered by hand or by registered mail, at HSCC (I) Ltd., Plot No. 6(A), Block E, Sector-1, NOIDA - 201301, not later than **16:00 hours on 16/04/2007** and be clearly marked "Application for Pre- qualification for **Construction of Hostel block, dining hall & other associated work for Vardhman Mahavir Medical college in front of Safdarjang Hospital campus New Delhi**

2.2 The name and mailing address of the Applicant should be clearly marked on the envelope.

2.3 All the information asked for Pre- qualification shall be answered in the ENGLISH language by all agencies/firms.

2.4 Failure to provide information in the stipulated format enclosed or to provide timely clarification or substantiation of the information supplied (considered essential to evaluate the Applicant's qualifications) may result in disqualification of the Applicant.

3. Pre-qualification Criteria :

- 3.1 Pre-qualification will be based on meeting all the following minimum criteria regarding the Applicant's work experience, personnel and equipment capabilities, and financial position, as demonstrated by the Applicant's responses in the forms attached to the Letter of Application.
- 3.2 The Applicant should meet the following minimum criteria for prequalification :
 - a Average annual turnover during the last three years (2003 – 2004, 2004 – 2005, 2005 – 2006) to be at least 30% of the estimated cost (Applicant to fill enclosed ANNEXURE -I).
 - b Successful completion of at least one similar nature of works of multistoried building including services works on a single contract value not less than 80% of the estimated cost **or** two similar nature of works of value not less than 50% of the estimated cost or three similar nature of works of value not less than 40% of the estimated cost of project during last 7 years ending last day of month previous to the one in which applications are invited. Applicant to fill enclosed ANNEXURE -II & must enclose copies of order & proof of satisfactory completion of works in all respect from clients indicating nature of works in details, date of start, date of completion & total value of work executed. The term ‘ successful & timely’ completion means the work should have been completed in all respect within time and completion date is fall during the last 7 years. similar nature of works means multistoried buildings with electrical, HVAC, internal and external services etc.
 - c A certificate from bank for the sum of Rs. 500 lacs can be managed in case funds delayed by the employer .
- 3.3 Personnel Capabilities : The firm must have suitable qualified and experienced personnel for the successful completion of the works. List of employees and bio-data of key officials shall be submitted.(Fill enclosed ANNEXURE - III).
- 3.4 Equipment Capabilities : The Applicant should own, or have assured access to (through hire, lease, purchase agreement or other means) equipment to successfully execute the contract. List of equipments should be submitted (Fill enclosed ANNEXURE -IV).
- 3.5 Financial Capabilities : Audited annual report consisting of balance sheets, profit & loss account, auditors report, schedules and notes to accounts for the last three financial years i.e. 2003-2004 ,2004-2005, 2005-2006 should be submitted and must demonstrate the soundness of the Applicant's financial position. The firms should have positive net worth and profitability in last three financial years. Where necessary, the Consultant (HSCC) on behalf of Employer will make enquiries with the Applicant's bankers.(Fill enclosed ANNEXURE-V).
- 3.6 The bidder shall submit the supporting documents regarding the information given in the ANNEXURE - I to ANNEXURE - V.
- 3.7 Information regarding litigation, expulsions and blacklisting , if any, should be submitted with details.

- 3.8 Even though the applicants meet the above criteria, they are subject to be disqualified if they have:
- made misleading or false representation in the form, statement and attachments submitted in and or
 - record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, etc.
 - found to have been black listed in any other works.
 - For any agency already working with HSCC, the performance will be assessed based on the achievement of physical and financial targets and complying the instructions of engineer at site to achieve the required targets. The agency may be disqualified if not meeting the targets in project completed or running with HSCC.

3.9 The applicants are advised to visit the site to get first hand information as regards its approach, accessibility, working conditions, site conditions, availability of labour and material etc. and other matters affecting cost and work. All costs incurred in connection with submission of the pre qualification bid shall be borne by the applicant irrespective of the outcome.

3.9.1 If any information furnished by the applicant is found incorrect at a later stage, applicant shall be liable to be debarred from tendering in HSCC. The department reserves the right to verify the particulars furnished by the applicant independently.

3.9.2 The competent authority to prequalify shall have the powers to relax any condition/criterion for prequalification if it considers expedient to do so.

3.9.3 Even though agency meets all the criteria, HSCC reserves right to accept or reject any application/disqualify any agency without assigning any reason whatsoever

4. Updating Pre-qualification Information :

4.1 Applicants shall be required to update the financial information used for Pre-qualification at the time of submitting their bids, to confirm their continued compliance with the prequalification criteria and verification of the information provided. An application shall be rejected if the Applicant's qualification thresholds are no longer valid at the time of application.

5. General :

5.1 Only agencies/ firms who have been pre-qualified under this procedure will be invited to bid. A prequalified firms may participate in only one bid for the contract. If a firm submit more than one bid all bids of the party will be rejected.

5.2 The Employer/Consultant reserves the right to :

(a) amend the scope, time and value of any contract under this project, in such event the bids will only be called from those Pre- qualified applicants who meet the requirements of the contract as amended;

(b) reject or accept any application with out assigning any reasons thereof and

(c) - cancel the Pre-qualification process and reject all applications.
- to split the works into different packages if required

The Employer/ Consultant shall neither be liable for any such actions nor be under any obligation to inform the Applicants.

5.3 Joint venture companies shall not be allowed to participate in the bid.

5.4 Only the successful/Pre- qualified applicants will be informed in writing or by fax.

5.5 No correspondence either from successful/Pre- qualified applicant or unsuccessful applicant will be entertained in this regard.

**Chief General Manager (Projects)
For & on behalf of HSCC (I) Ltd.**

LETTER OF APPLICATION

[NOTE : On the letterhead paper of the Applicant including full postal address, telephone no., fax no., telex no., and cable address]

Date:

To
HSCC (India) Ltd.,
Plot No. 6(A) , Block E, Sector - 1,
NOIDA (U.P.)

Sirs,

1. Being duly authorised to represent and act on behalf of (hereinafter referred to as "the Applicant"), and having reviewed and fully understood all the Pre-qualification information provided, the undersigned hereby apply to be Pre- qualified by yourselves as a bidder for the
:
 1. **Construction of Hostel block, dining hall & other associated work for Vardhman Mahavir Medical college in front of Safdarjang Hospital campus New Delhi.**

Pre-qualification Number	Client Name
HSCC/131/BU-II/2005	Ministry of Health and family Welfare, New Delhi

2. Attached to this letter are copies or original documents defining :
 - (a) the Applicant's legal status;
 - (b) the principle place of business; and
 - (c) the place of incorporation (for applicants who are corporations); or the place of registration and the nationality of the owners (for applicants who are partnerships or individually-owned firms).
 - (d) Application form no.1 to 7.
3. Your agency and its authorized representatives are hereby authorized to conduct any enquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Letter of Application will also serve as authorization to any individual or authorized representative or any institution referred to in the supporting information, to provide such information

deemed necessary and requested by yourselves to verify statements and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

4. Your Agency and its authorized representatives may contact the following persons for further information:

General, Personnel, Technical and Financial Enquiries	
Contact 1	Telephone 1
Contact 2	Telephone 2

5. This application is made in the full understanding that :

- (a) Bids by Pre- qualified applicants will be subject to verification of all information submitted for Pre-qualification at the time of bidding;
- (b) your Agency reserves the right to :
 - amend the scope, time and value of the contract/bid under this project; in such event, bids will only be called from Pre- qualified bidders who meet the revised requirements; and
 - reject or accept any application, cancel the Pre-qualification process, and reject all applications without assigning any reasons there of ; and
- (c) your agency shall not be liable for any such actions and shall be under no obligation to inform the Applicant.

6. The undersigned declare that statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

7. The applicant have to mention clearly the name of the works and have to submit the individual works separately.

Sealed & Signed
Name
For and on behalf of

APPLICATION FORM NO. 1

GENERAL INFORMATION

All individual firms applying for Pre-qualification are requested to complete the information in this form. Information to be provided for all owners or applicants who are partnerships or individually-owned firms.

1.	Name of firm
2	Head office address
3	Telephone Contact
4	Fax Telex
5	Place of incorporation/ Registration Year of incorporation/ registration

APPLICATION FORM NO. 2

STRUCTURE AND ORGANIZATION

1. The applicant is _____
- (a) an individual
 - (b) a proprietor firm
 - (c) a firm in partnership
 - (d) a Limited Company or Corporation.

2. Attach the Organization Chart Showing the structure of the organization, including the names of the Directors and position of officers. _____

3. Have you ever left the work awarded to you incomplete? (If so, give name of project and reasons for not completing the work.) _____

APPLICATION FORM NO. 3

ANNUAL TURN OVER

Year	Annual Turn Over in Indian Rupees (or equivalent to Indian Rupees) as per Audited Balance Sheet
2003-2004	Rs.
2004-2005	Rs.
2005-2006	Rs.
Average Annual Turnover over the past three years	Rs.

NOTE : The above data is to be supported by audited balance sheets

APPLICATION FORM NO. 4

DETAILS OF COMPLETED WORKS OF SIMILAR NATURE AND COMPLEXITY

(During last seven years ending last day of month previous to the one in which applications are invited)

Sl. No	Name of the Contract	Name of the client	Brief Description of the work, Contract no. & value of the project	Date of Start	Date of Completion as per contract	Actual date of actual completion	Value
1							
2							
3							
4							

NOTE : Please attach supporting documents for the above information and satisfactory completion certificate from clients duly stamped

APPLICATION FORM NO. 5

PERSONNEL CAPABILITIES

Sl. No.	Name & Address of the Employee	Technical Qualification	Post held	Date of Employment

APPLICATION FORM NO. 6

EQUIPMENT CAPABILITIES

Sl. No.	Particulars of Machineries, Tools, Plant, shuttering, testing equipments/facilities etc. owned by applicant	Quantity	Approximate Value
1.			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			

APPLICATION FORM NO. 7

FINANCIAL CAPABILITIES

Financial Information in Rs. equivalent	For year 2003-2004	For year 2004-2005	For year 2005-2006
1. Total Assets			
2. Current Assets			
3. Total Liabilities			
4. Current Liabilities			
5. Profit before Tax			
6. Profit after Tax			
7. Net worth			
8. Liquid Assets			

1. Attach annual report consist of balance sheet, profit & loss accounts, auditors report, schedule and notes to account for all three years (2003-2004, 2004-2005, 2005-2006) .
2. Attach recent solvency certificate from bankers as per clause 3.2 (c) not older than 12 months.

