

**VISAKHAPATNAM SPECIAL ECONOMIC ZONE  
VISAKHAPATNAM, A.P.**

**TENDER DOCUMENTS  
(Through e-Tendering mode)**

**For**

**“Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running of 80 MT Electronic Weigh Bridge in VISAKHAPATNAM SPECIAL ECONOMIC ZONE,VISAKHAPATNAM, A.P. at VSEZ”. (Earnings Contract)**

|                                    |   |
|------------------------------------|---|
| <b>NOTICE INVITING TENDERS NO.</b> | <b>No.9/VSEZA/PARKING/TENDER/2024-2026/</b> |
| <b>Dated</b>                       | <b>09.09.2024</b>                           |

**Cost of Tender Document** : **Rs.2,000/- (Non-Refundable)**  
**Last Date & Time of Submission** : **30.09.2024 upto 15.00 Hrs**  
**e-Tenders to be Submitted Online** : <https://eprocure.gov.in/eprocure/app>

**VISAKHAPATNAM SPECIAL ECONOMIC ZONE, VISAKHAPATNAM**

**Name of the Work: “Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running of 80 MT Electronic Weigh Bridge in VISAKHAPATNAM SPECIAL ECONOMIC ZONE, VISAKHAPATNAM, A.P. at VSEZ”. at VSEZ for a period of Twenty Four (24) Months. (Earnings Contract)**

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## 1. NOTICE INVITING TENDERS

1. Visakhapatnam Special Economic Zone, Visakhapatnam (VSEZ), having its Office at Administrative Building, VSEZ, Duvvada, Visakhapatnam-530049 Andhra Pradesh, invites online-tenders/bids in two stage system(stage I-Technical bid and stage-II Financial Bid) for the work of “Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running of 80 MT Electronic Weigh Bridge in VISAKHAPATNAM SPECIAL ECONOMIC ZONE,VISAKHAPATNAM, A.P”. at VSEZ. **(Earnings Contract)**

### 2. Details of the Tender:

|     |  |  |
|-----|--|--|
| 1.  | Name of work   | “Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running of 80 MT Electronic Weigh Bridge in VISAKHAPATNAM SPECIAL ECONOMIC ZONE,VISAKHAPATNAM, A.P. at VSEZ”. |
| 2.  | Estimated value                                      | <b>Rs. 37,16,400/-<br/>(Rupees Thirty Seven Lakhs Sixteen Thousand Four hundred only)</b>  |
| 3.  | Period of Completion of Work                         | <b>24 Months (Twenty Four Months)</b>  |
| 4.  | Tender documents will be available for download from | <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a><br><b>w.e.f 18.00 hrs. on 09.09.2024</b>   |
| 5.  | Last date and Time of submission of tenders          | <b>30.09.2024 at 15.00 Hrs.</b>  |
| 6.  | Tender(Technical Bids) Opening date & time           | <b>01.10.2024 at 15.00 Hrs.</b>  |
| 7.  | Venue of opening tender                              | Office of The Development Commissioner, Administrative Building, VSEZ, Duvvada, Visakhapatnam-530049.  |
| 8.  | Validity of Tender                                   | 120 days from the date of opening.   |
| 9.  | Earnest Money Deposit:                               | <b>Rs.74,500/-(Rupees Seventy Four Thousand Five Hundred only)</b>   |
| 10. | Cost of tender document:                             | Rs.2,000/- (Non- Refundable)   |
| 11. | Security Deposit                                     | 3 months quoted value as advance deposit (inclusive of EMD)<br>(Applicable for successful bidder only)   |
| 12. | Tender document to be submitted.                     | Online using e-procurement site<br><a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>   |

3. The tender document can be downloaded from the VSEZ website “[www.vsez.gov.in](http://www.vsez.gov.in)” and Central Public Procurement Portal Website. <https://eprocure.gov.in/eprocure/app>:

4. Tenders must be accompanied by the payments of the cost of the tender document and EMD. The payments for the cost of tender documents and EMD as mentioned above should be made through Demand Draft in favour of “Development Commissioner,VSEZ, payable at Visakhapatnam as per clause 3.11 of Instruction to the Bidder.
5. Tenderers/Bidders are advised to follow the instructions provided in the **Instructions to the Bidder for Online Bid Submission** available at <http://eprocure.gov.in/eprocure/app>.
6. **Registration:** To participate in E-Tender, it is mandatory for Tenderers to get themselves enrolled on the e-Procurement module of the Central Public Procurement Portal (URL: <http://eprocure.gov.in/eprocure/app>.) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge. Detailed instructions are available in the **Instructions to the Bidder for Online Bid Submission**.
7. Tender shall be submitted through Online mode only at <http://eprocure.gov.in/eprocure/app>. All the requirement documents (legible) as mentioned in the bid documents have to be uploaded along with the offer on <http://eprocure.gov.in/eprocure/app>. Tenders submitted by any other mode will not be accepted.
8. **Address for Communication:** Interested eligible Bidders may obtain further information from the following address:

Office of the Development Commissioner,  
Visakhapatnam Special Economic Zone,  
Administrative Building, Duvvada,  
Visakhapatnam-530049, Andhra Pradesh

## 2. IMPORTANT DATES AND INFORMATION OF TENDER

|     |  |  |
|-----|--|--|
| 1.  | Name of work   | “Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running 80 MT Electronic Weigh Bridge in VISAKHAPATNAM SPECIAL ECONOMIC ZONE, VISAKHAPATNAM, A.P. at VSEZ”. |
| 2.  | Estimated Value                                      | <b>Rs. 37,16,400/-</b><br><b>(Rupees Thirty Seven Lakhs Sixteen Thousand and Four hundred only)</b>  |
| 3.  | Period of Completion of Work                         | <b>24 Months (Twenty Four Months)</b>  |
| 4.  | Tender documents will be available for download from | <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a><br><b>w.e.f 18.00 hrs. on 09.09.2024</b>   |
| 5.  | Last date and Time of submission of tenders          | <b>30.09.2024 at 15.00 Hrs.</b>  |
| 6.  | Tender(Technical Bids) Opening date & time           | <b>01.10.2024 at 15.00 Hrs.</b>  |
| 7.  | Venue of opening tender                              | Office of The Development Commissioner, Administrative Building, VSEZ, Duvvada, Visakhapatnam-530049.  |
| 8.  | Validity of Tender                                   | 120 days from the date of opening.   |
| 9.  | Earnest Money Deposit:                               | <b>Rs.74,500/- (Rupees Seventy Four Thousand Five Hundred only)</b>  |
| 10. | Cost of tender document:                             | Rs.2,000/- (Non- Refundable)   |
| 11. | Security Deposit                                     | 3 months quoted value as advance deposit (inclusive of EMD)<br>(Applicable for successful bidder only)   |
| 12. | Tender document to be submitted.                     | Online using e-procurement site<br>( <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a> )   |

### 3. INSTRUCTIONS TO THE BIDDER:

**3.1 Visakhapatnam Special Economic Zone, Visakhapatnam** herein after referred to "The Development Commissioner, VSEZ" wishes to receive online tenders for the Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running of 80 MT Electronic Weigh Bridge in VISAKHAPATNAM SPECIAL ECONOMIC ZONE, VISAKHAPATNAM, A.P." at VSEZ for a period of 24 months, here in after referred as "work".

**3.2** The bidders will be required to give in writing a satisfactory assurance of its ability and intention to complete the work & service pursuant to the contract with in the time set forth there in.

#### **3.3 Tender Document:**

The scope of work, tender procedures and contract terms and conditions are prescribed in the tender documents. The tender documents include the following:-

- a) Notice Inviting Tender
- b) Important Dates and Information of Tender
- c) Instructions to bidder
- d) **Instructions to the Bidder for Online Bid Submission** through the central public procurement portal fore-procurement <https://eprocure.gov.in/eprocure/app>
- e) Eligibility Criteria
- f) Scope of Work and Specifications
- g) General Terms and Conditions
- h) Special Conditions
- i) Bill of Quantities
- j) Bidding Forms
- k) Addenda/Corrigenda issued, if any

**3.4** The bidder is expected to examine the tender document including all instructions, forms, terms, technical specification etc. Failure to furnish all information required by the tender document or submission of a tender not substantially responsive to the tender documents in every respect will result in "REJECTION OF TENDER BID" submitted by the individual bidder.

- 3.5** Prospective bidder requiring any further clarification on the tender document may notify Authority in writing not later than 7 days prior to the deadline fixed for submission of tender.
- 3.6** At any time prior to the deadline for submission of tender, the Authority may for any reason whether by its own initiation or in response to clarification requested by a prospective bidder, modify the tender document by amendments/ corrigendum. The amendments / corrigendum shall be part of the tender document defined/ described at clause-3.3 and published in CPP Portal. In order to afford prospective bidder reasonable time in which to make amendment on this account in their tender document, the Authority may at its discretion fix fresh deadline for submission of bid.
- 3.7** The tender document filled by the bidder and all correspondence and documents relating bidder and the bid exchanged by the bidder and the Authority shall be written in English.
- 3.8** The tender document filled by the bidder shall comprise of the Technical Bid and the Financial Bid.
- 3.9** The bidder shall complete the online price schedule included here instating the price and total prices under the contract. Prices quoted by the bidder shall remain fixed and valid till the validity time.
- 3.10** Price shall be quoted in the Indian Rupees.
- 3.11 Earnest Money Deposit and Tender Fee:**
- a) All Bidders shall furnish an EMD of amount Rs.74,500/- (Rupees Seventy Four Thousand Five hundred only) which shall be deposited to VSEZ by way of Demand Draft in favour of Development Commissioner, VSEZ, payable at Visakhapatnam.
  - b) Tender Fee (Non-Refundable): All Bidders are required to pay cost of Tender Documents amount of Rs. 2,000/-(Rupees Two Thousand only in favour of Development Commissioner, VSEZ, payable at Visakhapatnam. The tender Fee is Non-Refundable.
  - c) Bids not accompanied by EMD and cost of Tender documents shall be rejected as non-responsive.
  - d) The EMD will be returned to the unsuccessful Tenderer after finalization of the tender and no interest will be paid on EMD.

### 3.12 Documents Comprising the Bid:

**3.12.1** The **Technical Bid** shall contain the following documents duly signed by the authorized signatory of the bidder:

- a) Scanned copy of Letter of Technical Bid in accordance with ITB Clause 3.15as per the format given under tender forms;
- a) Scanned copy of payment of EMD, in accordance with ITB Clause 3.11;
- b) Scanned copy of the payment of the cost of tender document in accordance with ITB Clause 3.11
- c) Scanned copy of written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB Clause 3.13(b);
- d) Scanned copy of documentary evidence in accordance with ITB Clause 3.14 establishing the Bidder's qualifications to perform the contract; and
- e) Scanned copy of Tender Acceptance Letter
- f) Scanned copy of Compliance Statement to be submitted by Bidder
- g) Scanned copy of Bidder Information
- h) Scanned copy of Undertaking Format for EMD
- i) Scanned copies of Documentary evidence in support of all criteria listed under Section 5. Eligibility and Qualification Criteria of the Tender Document.
- j) Scanned copy of Details of works of Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running of 80 MT Electronic Weigh Bridge executed in the past, proof of work orders and client's testimonials.
- k) Scanned copy of List of on-going works of Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running of 80 MT Electronic Weigh Bridge with client-side contact person's details.
- l) Scanned copy of the Tender Document along with Addenda duly signed by the bidder.
- m) Scanned copy of any other document required in the Tender document

**3.12.2** The **Price Bid** shall contain the following:

- b) Scanned copy of Letter of Price Bid as per the format given under tender forms.
- c) Bill of Quantities Sheet under Financial offer **completed online only** as per ITB 3.16.

**3.12.3** The bidder shall submit both technical and financial bids through e tendering portal only. No details about price proposal shall be disclosed directly or indirectly in the



technical proposal failing which the bid shall be rejected.

### **3.13 Format and Signing of Bid:**

- a) The Bidder shall submit Technical Bid and the Price Bid as described in ITB Clause 3.12 through e tendering portal: <https://eprocure.gov.in/eprocure/app>
- b) The Bid shall be digitally signed by a person dully authorized to sign on behalf of the bidder.

**3.14** To establish their qualifications to perform the Contract in accordance with Section 5: Evaluation and Qualification Criteria, the Bidder shall submit as part of its Technical Bid the information requested in the corresponding information sheets included in Section 10: Tender Forms.

**3.15** The Bidder shall submit the Technical Bid and the Price Bid online through e-tendering portal using appropriate letter formats furnished in TF-4: Tender Forms. These forms must be completed without any alterations to their format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

**3.16** The prices quoted by the Bidder online in the Bill of Quantities Sheet under Financial offer of Bill of Quantities shall conform to the requirements specified below. In the BOQ, quantity and unit rates and thereby the amount against each item have been indicated. The Bidder shall quote rates as single percentage above in figures as per format in the summary sheet to cover his service charges. **Negative % or Zero % service charges are not allowed. The rates quoted by the bidder in Bill of Quantities Sheet under Financial offer will only be considered for evaluation of bids. Rates offered through any other medium or at any other location will not be considered.**

### **3.17 Period of Validity of Bids:**

Bids shall remain valid for a period of 120 days after the bid submission deadline date prescribed by the authority. A bid valid for a shorter period shall be rejected by the authority as non-responsive. In exceptional circumstances, the Competent Authority may request Bidders to extend the period of validity of their bids. The request and the responses shall be made in writing.

### **3.18 Amendment of Bidding Document**

At any time prior to the deadline for submission of bids, the Authority may amend the Bidding Document by issuing addenda. Any addendum/corrigendum issued shall be part of the Bidding Document. To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the Authority may, at its discretion, extend the deadline for the submission of bids

### **3.19 Opening of Bids:**

- a) The Authority shall conduct the opening of Technical Bids through CPPP e-tendering portal of <https://eprocure.gov.in/eprocure/app>.
- b) The Price Bids will remain unopened until the time of opening of the Price Bids. The date, and time, of the opening of Price Bids will be announced through e-tendering portal.

### **3.20 Evaluation of Bids:**

- a) Initially, only the Technical Bids are opened through e tendering portal. The Technical Bids are evaluated by the Authority. No amendments or changes to the Technical Bids are permitted. Bids with Technical Bids which do not conform to the specified requirements will be rejected as deficient Bids.
- b) Price Bids of technically compliant Bids shall be opened through e tendering portal of CPP Portal at a date and time advised by the Authority. The Price Bids are evaluated and the Contract is awarded to the Bidder whose Bid has been determined to be the highest evaluated substantially responsive Bid.

### **3.21 Competent Authority's Right to Accept Any Bid, and to Reject Any or All Bids**

The Competent Authority reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders. In case of annulment, all bids submitted and specifically, bid securities, shall be promptly returned to the Bidders.

### **3.22 Notification of Award**

Prior to the expiration of the period of bid validity, the Authority shall notify the successful Bidder, in writing, that its bid has been accepted by the Competent Authority. The notification letter called the "Letter of Acceptance". Until a formal contract is prepared and executed, the notification of award shall constitute a binding Contract.

### **3.23 Signing of Contract**

Promptly after notification, the competent Authority shall send the successful Bidder the Contract Agreement. Within twenty-eight (28) days of receipt of the Contract Agreement, the successful Bidder shall sign, date, and return it to the Authority

### **3.24 Security Deposit**

Within twenty-eight (28) days of the receipt of notification of award from the Authority, the successful Bidder shall furnish the performance security in accordance with the conditions of contract. Failure of the successful Bidder to submit the above- mentioned Performance Security or to sign the Contract Agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security.

#### **4. INSTRUCTIONS TO THE BIDDERS FOR ONLINE BID SUBMISSION**

*(Department User may attach this Document as an Annexure in their Tender Document which provides complete Instructions for on line Bid submission for Bidders)*

- 4.1 The bidders are required to submit soft copies of their bids electronic all yon the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

#### **4.2 REGISTRATION:**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/ n-Code/ e-Mudra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC/e-Token.

#### **4.3 SEARCHING FOR TENDER DOCUMENTS:**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, where in the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may down load the required documents/ tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS/ e-mail in case there is any corrigendum issued to the tender document.

- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

#### 4.4 PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of stages in which the bid documents have to be submitted, the number of documents-including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/RAR/DWF/JPG formats. Bid documents may be scanned with 100dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “MySpace” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

**Note:** *My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.*

#### 4.5 SUBMISSION OF BIDS

- 1) Bidder should login to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/ couriered/ given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise, the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a

standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cell with the irrespective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the file name. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

- 6) The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to asymmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### 4.6 **ASSISTANCE TO BIDDERS**

- 1) Any queries relating to the tender document and the terms and conditions contained herein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

## **5. ELIGIBILITY CRITERIA**

| <b>Sl. No</b> | <b>Criteria</b>  | <b>Document to be uploaded by the bidder with the tender</b>  |
|---------------|--|---|
| 5.1           | The bidder must be a legal entity registered with Government Agency in India.  | Copy of Registration Certificate.   |
| 5.2           | The bidder should have a minimum average annual turnover of Rs. 19 lakhs for the last three financial years i.e., 2021-2022 and 2022-2023 and 2023-2024.   | Copies of Audited Balance Sheets and Profit & Loss account (Certified by CA).   |
| 5.3           | The bidder should have minimum of <b>two years</b> of experience in the works of Operation and maintenance of Truck and Heavy Vehicle Parking, Maintenance and Running of 80 MT Electronic Weigh Bridge  | Copy of the contract agreement/Work Order with relevant experience along with completion certificate or substantial completion certificate which clearly indicates the work covered and duration of the project under the contract.     |
| 5.4           | <p>The bidder should have executed at least</p> <p>a) <b>One</b> contract/work of <b>Rs. 38 Lakhs</b> value through a single contract that has been successfully or is substantially completed within the last <b>Two</b> years before the deadline for submission of the bids, and that is similar to the proposed work.</p> <p style="text-align: center;"><b>OR</b></p> <p>b) <b>Two</b> contracts/works of <b>Rs.19 Lakh</b> value through a single contract each that has been successfully or is substantially completed within the last <b>Two</b> years before the deadline for submission of the bids, and that is similar to the proposed work.</p> <p>The phrase “substantial completion” used above shall mean where the Employer has certified: Ongoing works where the above required value of the work has been physically completed. The same should be supported by Employer’s certificate.</p> | Copy of the contract agreement/Work Order along with completion certificate or substantial completion certificate which clearly indicates the value of the work executed, items covered and duration of the project under the contract. |

## **6. Scope of Work**

6.1 The licensee shall charge the following fates for the parking of Heavy Vehicle per entry at parking facility.

| Sl. No | Type of Vehicle   | Charges in Rs. |
|--------|---|----------------|
| 01     | Mini Bus/Bus/Coaches of units on monthly basis  | 1200/-         |
| 02     | Truck/Coach/Tempo Parking facility for a duration of 6 hours and above or part there of including GST & Service tax (approximate)   | 75/-           |
| 03     | Trailers of 20 foot & 40 foot Parking facility for a duration of 6 hours or part there of including GST & Service tax (approximate) | 150/-          |
| 04     | Maintenance and Running- of 80 MT Electronic Weigh Bridge (Empty/Load or both)  | 100/-          |

However, the following categories of vehicle are exempted from payments of parking fee Government vehicle, belonging to either Central or State Government and for any Vehicles where pass is issued by VSEZ Authority.

6.2 This tender is for an earning contract. The Successful Contractor shall deposit the quoted monthly amount with VSEZ Authority every month before 3<sup>rd</sup> of succeeding month.

6.3. The licensee shall deploy his own staff for the purpose of executing the jobs entrusted to him by the laws of Central/State Government. The licensee shall meet all the requirements of 'Contract Labor (regulation and abolition) Act 1970, statutory provisions regarding minimum wages and other statutory labour regulations as applicable from time to time.

6.4 The licensee shall keep the parking place open throughout the day and night and employ adequate number of persons to manage the parking place.

6.5 The licensee shall maintain proper cleanliness in the parking area. All expenditure on account of maintaining proper cleanliness shall be borne by the licensee.

6.6 The licensee shall not use the space in the parking area for advertisement or any other purpose not connected with the agreement.

6.7 The Authority shall be free to put up any hoardings or other advertisement material in the parking area or provide any other facility in the area. Any income arising out of such facilities shall belong to the Authority and the licensee shall not demand any share from it

6.8 The Licensee shall follow the instructions about efficient management of parking place. Any expenses incurred on maintenance of accounts etc. Shall be borne by the licensee.

6.9 The Authority shall have the right to demand and inspect the accounts of the licensee relating to management of parking place and licensee shall furnish to the Authority

such information and books as may be demanded by the Authority from time to time.

- 6.10 The fact that the parking place cannot be operated for sometime because of strikes lockout any unrest or for any other reason shall not render agreement null and void and Authority shall not be liable for any compensation.
- 6.11 The security/ Custody of vehicles in the parking area will be sole responsibility of licensee. The licensee shall take necessary precautions for the safety of vehicle. Any claims arising out of negligence of the licensee shall be borne by the licensee.
- 6.12 In the event of any default, failure negligence or breach in the opinion of the Authority on the part of the licensee in complying with all or any conditions of the licensee agreement, the Authority will be entitled and be at liberty to determine the license forth with and resume possession of the premises without payment of any or damages also forfeit in full or in part the amount deposited by the licensee for due performance of the agreement.
- 6.13 The licensee shall make their own arrangements for printing and issuing of parking area tickets along with counter foil of various denominations, and the same shall be produced to Authority on demand.
- 6.14 The licensee shall submit necessary report with regard to trend of vehicle parking as well as collections etc. as and when desired by VSEZ Authority in the required format.
- 6.15 The licensee shall have adequate provision to check and carry out thorough security screening of all vehicles entering in to the area with necessary equipment/ gadgets like inverted mirror with adequate trained man power at the enquiry gates of the parking before the vehicle enter the area and ensure security requirement. The licensee shall also deploy adequate number of uniformed security personal within, the parking place to ensure that the vehicles are parked in orderly manner in the designated place within the parking lanes and to assist easy parking and removal of vehicle from the parking place.
- 6.16 In case of revision of parking rates, the licensee shall pay increased license fee on negotiated/ mutually agreed terms or as may be decided by VSEZ Authority which shall be binding on the license
- 6.17 The licensee shall pay the necessary taxes, Government levies etc., as applicable for the operation of the above license.
- 6.18 For the purpose of this contract, VSEZA may issue entry pass to the personnel engaged subject to the verification of their character and antecedents by police and VSEZA shall have the sole discretion to withdraw such passes, if considered necessary.



- 6.19 The licensee shall indemnify and keep the Authority harmless from any loss, liability claim for damages that may be sustained by any person or caused to any property or which may otherwise occur, in connection there with by reason of operating this licensee.
- 6.20 The licensee shall comply with instructions given by Authority from time to time.
- 6.21 All the above guidelines will form part of the agreement.

## **7. GENERAL TERMS AND CONDITIONS**

- 7.1 The firm should have a base in Visakhapatnam.
- 7.2 The service charge should be quoted only percentage in Bill of Quantities (BOQ). Only + (Plus) is allowed.
- 7.3 If your tender is accepted, the service has to be commenced within the stipulated time limit, failing which the order will be treated as cancelled without any further intimation.
- 7.4 Bidder is required to submit the complete bid along with the tender forms, documents, etc. the bid has to be signed in original by the authorized representative of the Bidder.
- 7.5 The bid shall be exactly accordingly to the presented formats given in the tender documents. All columns of the prescribed formats should be filled.
- 7.6 Each page of tender proposal documents is to be signed and stamped by the authorized representative of the Bidder clearly indicating that all the terms and conditions mentioned herein are acceptable to the Bidder unconditionally and should be uploaded.
- 7.7 Bidders are advised to read and examine carefully all instructions, forms, terms and conditions in the tender document. Failure to furnish all information required in the Tender document or submission of a proposal not substantially responsive to the Tender document in every respect will be at the Bidder's risk and shall result in rejection of the proposal.
- 7.8 Bidder should be complying with all the applicable labour laws and other relevant laws related to the operations of the bidder.
- 7.9 Bidders are advised to visit VSEZ for better understanding of existing setup and to understand the scope of work more clearly before they submit their offers.
- 7.10 In the event of the specified date of opening is holiday, the bids will be opened on the next working day at the same time. The bidder or any of his authorized representatives may remain present at the time of opening of bids if they so wish.
- 7.11 The decision regarding acceptance or rejection of the full tender will rest with the Development Commissioner, VSEZ who does not bind himself to accept the highest quotation and reserve the right to reject or partly accept any or all the quotations receive without assigning any reason.

- 7.12 An Earnest Money Deposit (EMD) of Rs.74,500/- (Rupees Seventy four Thousand and five hundred only) through Demand Draft/Bankers Cheque on Nationalised Bank drawn in favour of VSEZ, Ministry of Commerce Receipt payable at Visakhapatnam must accompany with the tender. Tender receive without EMD will not be considered.
- 7.13 To ensure due performance of the contract and to safeguard the interest of the property of the office Security Deposit for an amount 3 months advance deposit is to be furnished in the form of an Account payee Demand Draft/ Fixed Deposit Receipt from a commercial bank, Bank Guarantee from a commercial bank or online payment is acceptable from the successful Bidder awarded the contract as Rule 171 of GFR – 2017.
- 7.14 On acceptance of the Letter of Acceptance, it will become a binding contract and shall be bound by the terms and conditions of the tender.
- 7.15 The Contracting Agency should issue Identity Card to manpower deployed by them and this should be shown on demand.

#### 7.16 **Duration of Contract**

The period of contract will be 24 months from the date of award of contract.

#### 7.17 **Payment**

The Successful Contractor shall deposit the quoted monthly amount with VSEZ Authority every month before 3<sup>rd</sup> of succeeding months.

#### 7.18 **Termination**

- a) The contract agreement may be terminated at any time during the contract period if any of the following events occur.
  - i) Contractor is adjudged as insolvent.
  - ii) Contractor has abandoned the contract i.e. the Contractor fails to perform the obligation under the contract for a period of one month.
  - iii) Contractor fails to proceed with the work with due diligence as per requirements.
  - iv) Any of the licences, permissions or registrations of the Contractor as required under the applicable laws are discontinued/cancelled or not renewed in time.
  - v) Contractor has neglected or failed persistently to observe or perform his obligations under the contract or performs unsatisfactorily.
  - vi) The Contractor is found to have acted in breach or violation of any of the safety norms persistently, applicable labour and other laws in relation and his obligations therein.
  - vii) The Contractor commits a breach of the contractual terms and conditions.
  - viii) In the opinion of VSEZ, it is desirable to discontinue with the performance of the contract with the Contractor.
  - ix) VSEZ has the right to terminate the contract with the agency in case of non-payment/short payment of the wages to the people employed by the Contracting Agency in this regard.

- b) VSEZ shall give the Contractor a seven days' notice period to rectify the breach, failing which the contract shall stand terminated on the last date of the notice period without requiring any further notice from VSEZ in that behalf.
- c) Upon such termination, the outstanding dues of the Contractor shall be settled subject to the amounts recoverable by VSEZ under the contract from Contractor. The SD amount shall be forfeited if the contract is terminated by VSEZ on account of the above.

#### 7.19 **Intellectual Property Right**

All rights on developed technologies or applications in use/unused will be the property of VSEZ. VSEZ only has the exclusive and transferable licence to use, market, store, dispute, reproduce, display, adapt, communicate, perform, translate, transmit and promote the customized site, customized programming and the licensed content, information (or an portion thereof) to other organizations as per VSEZ's interest.

#### 7.20 **Legal**

In case of any dispute on any matter the same will be referred to the Development Commissioner, VSEZ and his decision will be final and binding on all the parties. During the contract period, if any legal dispute arise, it will be within the jurisdiction of State of Andhra Pradesh at Visakhapatnam only.

#### 7.21 **Penalty (to be checked)**

For non-compliance of the work, failing to maintain the premises neat and clean due to shortage of manpower/routine maintenance or any other reasons, VSEZ will impose a penalty as it deems fit.

#### 7.22 **Statutory Provisions**

The contractor shall comply with all the statutory provisions as required under various applicable Legislations of the Government and also statutory requirements as applicable. Contracting Agency shall maintain all Statutory Records and Registers provided under Labour Laws such as Minimum Wages Act, Equal Remuneration Act, Contract Labour (Regulation & Abolition) Act, Building and Other Construction workers (Regulation of Employment and Working Conditions) Act, EPF and other Laws. Those records are to be kept at the VSEZ during the working hours.

## **8. Special Conditions**

- 8.1 The contractor is required to maintain the inventory in good running condition. Damage caused to any equipment supplied shall be made good by the contractor at his own cost.
- 8.2 The weigh bridge shall be run round-the-clock. Sufficient number of trained staff shall be posted to man the Weigh Bridge
- 8.3 The contract will stand automatically cancelled for default in payment of parking charges for more than one month or violation of any terms & conditions. The contractor shall be responsible for the security of the building and the inventory of equipment handed over by VSEZ Authority.
- 8.4 The contractor shall issue a certificate for every Weighment, in prescribed format and issue cash receipt for the same.
- 8.5 The contractor shall produce to VSEZ Authority any documents as and when called for. The agency that was awarded the contract shall obtain necessary License to run the facility from Legal Metrology Department, Visakhapatnam on their own and submit a copy the same to VSEZ Authority.
- 8.6 The contractor shall also strictly comply with the rules and regulations framed by Government for running weigh bridge.
- 8.7 The contractor shall comply with any guidelines/instructions issued by VSEZ Authority, from time to time, relating to running of the weigh bridge.
- 8.8 Immediately on conclusion of the contract, the successful tenderer shall depute its service personnel to clean, repair, overhaul and paint the weighbridge every 6(Six) months during the contract period.
- 8.9 During the currency of the contract, the successful tenderer shall arrange calibration of the weighbridge with his own cost.
- 8.10 During the currency of the contract the successful tenderer shall attend all the breakdown call for the subject weighbridge with 24 hours of intimation. The mode for such intimation shall be either through phone or fax or oral or any other means.
- 8.11 During the currency of the contract, the successful tenderer shall arrange for inspection & certification of the subject weighbridge by concerned state government inspectors in accordance with weight and Measurement Act.
- 8.12 VSEZ reserves the right to cancel the contract at any time, if it is found, that the contractor has violated any terms & conditions for award of the contract.
- 8.13 The successful tenderer should make their own arrangement for inspection of weighbridge by concerned Government / or other nominated agencies and for this no separate charges shall be claimed.
- 8.14 This inspection and certification shall be carried out once in a year (altogether Two times during the contract period) for each weighbridge on expiring old certificate, during the currency of the contract as per the direction of the concerned officials.

- 8.15 Copies of P.F. Challans along the list of persons and amount of EPF contributions, ESI, EPS. etc. deposited by the Agency for the preceding month.
- 8.16 The Contracting Agency will have to take insurance policies to cover up all the risk and keep them valid till the successful completion of the Contract Workman's Compensation Risk/liability of the 3rd party wherever ESI is not applicable.

**9. BILL OF QUANTITIES**

| <b>OFFICE OF THE DEVELOPMENT COMMISSIONER, VISAKHAPATNAM<br/>SPECIAL ECONOMIC ZONE, DUVVADA, VISAKHAPATNAM</b>  |   |             |            |             |   |                          |                              |
|---|---|-------------|------------|-------------|---|--------------------------|------------------------------|
| <b>BILL OF QUANTITIES</b>   |   |             |            |             |   |                          |                              |
| <b>NIT No: 9/VSEZA/ PARKING/TENDER/2024-2026/</b>   |   |             |            |             |   |                          |                              |
| <b>Name of work: Operation and maintenance of Truck and Heavy Vehicle Parking,<br/>Maintenance and Running of 80 MT Electronic Weigh Bridge (Earnings Contract)</b> |   |             |            |             |   |                          |                              |
| <b>SL.No</b>  | <b>Description</b>  | <b>Unit</b> | <b>Qty</b> | <b>Rate</b> | <b>Amount for<br/>24 Months<br/>(Rs.)</b> | <b>%<br/>Quote<br/>d</b> | <b>Price<br/>Quote<br/>d</b> |
| <b>1</b>  | <b>2</b>  | <b>3</b>    | <b>4</b>   | <b>5</b>    | <b>6=(4)x(5)</b>                          |                          |                              |
| 01  | Fee to be paid by the Contractor to VSEZ Authority for the above mentioned work | Months      | 24         | 1,54,850    | 37,16,400/-                               |                          |                              |

Note: Rates of financial bid should be filled and submitted only in the Bill of Quantities Sheet under financial offer online at CPP portal. The above sheet is only for information.

## 10. TENDER FORMS

The following forms should be filled duly signed, scanned and uploaded by the bidder along with the tender.

1. Letter of Technical Bid **Form: TF 1**
2. **Letter of Price Bid Form: TF 2**
3. Tender Acceptance Letter **Form: TF 2**
4. Compliance Statement to be submitted by Bidder **Form: TF 4**
5. Bidder Information **Form: TF 5**
6. Non- Black Listing Declaration **Form: TF 6**



**LETTER OF TECHNICAL BID**

Date: \_\_\_\_\_

To  
 The Development Commissioner,  
 Visakhapatnam Special Economic Zone,  
 Administrative Building, Duvvada,  
 Visakhapatnam-530049

Sub: NIT No. \_\_\_\_\_ dated \_\_\_\_\_

Dear Sir,

With reference to your Notice Inviting Tenders No \_\_\_\_\_ dated \_\_\_\_\_, I/We, having examined the Tender document and understood its contents, hereby submit my/our tender for the above NIT. The offer is unconditional and unqualified.

We, the undersigned, declare that:

- 1) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders;
- 2) We offer to execute the Works in conformity with the Bidding Documents;
- 3) Our bid shall be valid for a period of **120 days** from the date fixed for the tender submission deadline in accordance with the Tender Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- 4) If our bid is accepted, we commit to submit a performance security in accordance with the Tender Documents;
- 5) If our bid is accepted, we commit to deploy key equipment and key personnel consistent with the requirements stipulated in the Tender.;
- 6) All information provided in the Tender and in the Annexure of tender is true and correct and all documents accompanying it are true copies of their respective originals.
- 7) This statement is made for the express purpose of qualifying as a Bidder for providing the services for the foresaid Project.
- 8) I/ We shall make available to the Development Commissioner, VSEZ any additional information it may find necessary or require to supplement or authenticate the Qualification statement.
- 9) We understand that you are not bound to accept the highest evaluated bid or any other

bid that you may receive.

- 10) I/ We acknowledge the right of the Development Commissioner, VSEZ to reject our bid without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
- 11) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- 12) I/We certify that in the last three years, I/we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
- 13) I/We declare that:
- a) I/We have examined and have no reservations to the tender document, including any Addendum issued by the Development Commissioner, VSEZ;
  - b) I/We do not have any conflict of interest in that affects the qualification process of the tender document;
  - c) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, in respect of any tender or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State;
  - d) I/ We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive e-practice.
- 14) I/ We understand that you may cancel the Bidding Process at any time without assigning any reasons thereof.
- 15) I/ We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
- 16) I/ We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
- 17) I/ We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/ employees.
- 18) I/We undertake case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.

- 19) I/We, hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of Applicants, selection of the Bidder, or in connection with the selection/ Bidding Process itself, in respect of the above mentioned Project and the terms and implementation thereof.
- 20) I/we agree and undertake to abide by all the terms and conditions if any of the tender document. I/We submit this Tender under and in accordance with the terms of the tender document.

Yours faithfully,

(Signature of the Authorized Signatory)

(Name and designation of the Authorized Signatory)

**LETTER OF PRICE BID**

(To be given on Company Letter Head)

Date: \_\_\_\_\_

To  
 The Development Commissioner,  
 Visakhapatnam Special Economic Zone,  
 Administrative Building, Duvvada,  
 Visakhapatnam-530049

Sub: NIT No. \_\_\_\_\_ dated \_\_\_\_\_

Dear Sir,

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Tender Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) 8;
- (b) We offer to execute the Work in conformity with the Tender Documents;
- (c) The total price of our Bid is indicated in the **Excel file of Sheet of Bill of Quantities**,
- (d) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed; and
- (e) We have not made any deviations from the requirement of the bidding document and we have also not made any tampering or changes in the bidding documents on which the bid is being submitted and if any tampering or changes are detected at any stage, we understand the bid will invite summary rejection and forfeiture of bid security/the contract will be liable to be terminated along with for feature of performance security, even if LOA has been issued.
- (f) We understand that you are not bound to accept the highest evaluated bid or any other bid that you may receive.

Yours faithfully,

(Signature of the Authorized Signatory)

(Name and designation of the Authorized Signatory)

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**Form: TF 3****TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

Date: \_\_\_\_\_

To  
 The Development Commissioner,  
 Visakhapatnam Special Economic Zone,  
 Administrative Building, Duvvada,  
 Visakhapatnam-530049

Sub: Acceptance of Terms &amp; Conditions of Tender.

Ref: NIT No. \_\_\_\_\_ dated \_\_\_\_\_

Name of the Work:

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the abovementioned 'Tender/Work' from the web site(s) namely: websites CPP Portal ([www.eprocure.gov.in](http://www.eprocure.gov.in)) and VSEZ (<http://www.vsez.gov.in>) as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I/we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and/ we shall abide here by the terms/conditions/clause contained therein.
3. The corrigendum(s) issued from time to time by your department/ organizations too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.
5. In case any provisions of this tender are found violated, then your department/ Organization shall Without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeited of the full said earnest money deposit absolutely.

Yours faithfully,

(Signature, Name and Designation of the Bidder with Official Seal)

Page **29** of **33**

**COMPLIANCE STATEMENT TO BE SUBMITTED BY BIDDER**

| Sl.No | Description  | Complied or Not Complied, please in delete | Please specify the page no. for the provided documentary Evidence. |
|-------|--|--|--|
| 1     | Bidder should submit the bid duly signed and stamped in all pages.   |  |  |
| 2     | Bidder should submit price bid in <b>ONLINE FORM ONLY</b>  |  |  |
| 3     | The bidder must be a legal Entity registered with Government Agency in India. Enclose copy of certificate.   |  |  |
| 4     | The bidder should have a minimum average annual turnover of Rs. 19 lakhs for the last three financial years i.e., 2020-2021 and 2021-2022 and 2022-2023 or Latest. Copies of Audited Balance sheet and Profit & Loss account (Certified by CA) To be submitted.  |  |  |
| 5     | The bidder should have minimum of <b>Two years</b> of experience in execution of the works of Operation and maintenance of Truck and Heavy Vehicle Parking. Maintenance and Running 80 MT Electronic Weigh Bridge in VISAKHAPATNAM SPECIAL ECONOMIC ZONE,VISAKHAPATNAM, A.P. at VSEZ". Copies of the contract agreement/Work Order along with completion certificate or substantial completion certificate which clearly indicates the value of the work executed, items covered and duration of the project under the contract should be submitted. |  |  |
| 6     | The bidder should have executed at least <b>One</b> contract/work of <b>Rs.38Lakh</b> value through a single contract that has been successfully or is substantially completed within the last <b>Two</b> years before the deadline for submission of  |  |  |

|   |  |  |
|---|--|--|
| <p>the bids, and that is similar to the proposed work.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Two</b> contracts/works of <b>Rs.19 Lakh</b> value through a single contract each that has been successfully or is substantially completed within the last <b>Two</b> years before the deadline for submission of the bids, and that is similar to the proposed work.</p> <p>The phrase “substantial completion” used above shall mean where the employer has certified: Ongoing works where the above required value of the work has been physically completed. The same should be supported by Employer’s certificate.</p> <p>Copies of the contract agreement/Work Order along with completion certificate or substantial completion certificate which clearly indicates the value of the work executed, items covered and duration of the project under the contract should be submitted.</p> |  |  |
|---|--|--|

(Signature, Name and Designation of the Bidder with Official Seal)

**BIDDER INFORMATION**

| <b>INFORMATION TO BE FILLED BY BIDDER</b> |   |  |
|---|---|--|
| 1   | Name of the Bidder/Organization/Firm  |  |
| 2   | Full postal address with Telephone, Tele fax, Email.  |  |
| 3   | Please specify whether public Limited, Private Organization or Partnership Firm.  |  |
| 4   | Nature of the Business  |  |
| 5   | Date of Establishment   |  |
| 6   | GSTNO.  |  |
| 7   | PAN No. (copy of PAN of the bidder to be enclosed)  |  |
| 8   | Service Tax Registration No.  |  |
| 9   | Address & Telephone Nos. of your branch office in Visakhapatnam (please specify whether Distributing/ Servicing/Marketing the products. |  |
| 10  | Reference of reputed Customers.   |  |
| 11  | Details of related work carried out.  |  |

(Signature, Name and Designation of the Bidder with Official Seal)



**NON-BLACK LISTING DECLARATION****FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER  
HEAD WITH REGARD TO BLACKLISTING / NON- DEBARMENT, BY  
ORGANISATION.****UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT**

To,  
The Development Commissioner  
Visakhapatnam Special Economic Zone.,  
Duvvada.  
Visakhapatnam.  
Pin:530049

We hereby confirm and declare that we, M/s -----, is  
not blacklisted/ De-registered/ debarred by any Government department/ Public Sector  
Undertaking/ Private Sector/ or any other agency for which we have Executed/  
Undertaken the works/ Services during the last 5 years.

For -----

Authorized Signatory

Date: