

**SOCIETY OF INTEGRATED COASTAL MANAGEMENT (SICOM)**

**MINISTRY OF ENVIRONMENT & FORESTS**

**INTEGRATED COASTAL ZONE MANAGEMENT PROJECT**

**CONSTRUCTION OF BUILDING (including electrical and plumbing works)  
FOR NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT, CHENNAI.**

**Minutes of the Pre-bid meeting and Clarifications to Queries Dated: August 29, 2013.**

Minutes of the Pre-bid meeting held at 10:30 AM on 29<sup>th</sup> August 2013, in the Conference room of SICOM, Ministry of Environment and Forests, No. 9, First Floor, Institutional Area, Lodhi Road, New Delhi - 110003 to clarify issues and to answer questions received from the prospective bidders till the time of the meeting.

1. The NCB Bid Document for Construction of Building ((including electrical and plumbing works) for National Centre for Sustainable Coastal Management (NCSCM), Chennai was published in the MoEF portal [www.moef.nic.in](http://www.moef.nic.in), [www.tenders.gov.in](http://www.tenders.gov.in)/[www.eprocure.gov.in](http://www.eprocure.gov.in) and [sicommoef.nic.in](http://sicommoef.nic.in) on 31-07-13 and [ncscm.org](http://ncscm.org). The corresponding IFB/Bid Notice was published in national News papers, The Hindustan Times and The Hindu on 08-08-13.

2. As per clause 9.2.1 of the ITB the pre-bid conference was held in the Conference room of SICOM, Ministry of Environment and Forests, No. 9, First Floor, Institutional Area, Lodhi Road, New Delhi – 110003, on 29-Aug-2013 at 10:30 hrs.

3. The following officials of SICOM, NCSCM and M/s FLYING ELEPHANT (Architectural Consultants for the project) were present:

1. Dr. A.B.Harapanahalli, National Project Director, SICOM (Chairman )
2. Prof.. Dr. R.Ramesh, Director, NCSCM
3. Sh. V.S. Krishnan, Procurement Officer, SICOM
4. Sh. Sumeet S. Dhir, PFMC Consultant, SICOM
5. Sh. K.K.Malhotra, PFMC Consultant, SICOM
6. Ms. Raneer Vadamuthu, Dean of Architecture, Anna University
7. Dr. Purvaja Ramachandran, NCSCM
8. Sh.Iype Chacko, Consultant, M/s Flying Elephant Studio

4. No prospective bidders turned out for the meeting. However queries were received from prospective bidder which were taken up and discussed and clarification and amendment 3 annexed as annexure 1 & 2 respectively. There was also change in the BOQ which was revised and is enclosed vide Annexure 3 . In addition to the designs given in the bid document , design for Site office for supervision consultants is enclosed vide annexure 4 .

5. It was decided to extend the bid submission and bid opening date to 20<sup>th</sup> September-13 from 13<sup>th</sup> September 13 to give bidder reasonable time to prepare and submit their bid after the issuance of clarification.

6. The pre-bid meeting concluded at 1330 Hrs.

The meeting ended with a vote of thanks to the Chair and the participants.

**Procurement Officer**

**SICOM, Ministry of Environment and Forests, No. 9, First Floor,  
Institutional Area, Lodhi Road,  
New Delhi – 110003**

**Email :- [proc.sicom@gmail.com](mailto:proc.sicom@gmail.com)**

**Phone no :- 011-47397799**

**Clarifications to Queries - Dated: August 29, 2013, given during the Pre-Bid Meeting on 29/08/2013 and thoroughly discussed with all the Participants/Prospective Bidders.**

**Clarification of Commercial Nature**

S.No.	Queries	Response & clarifications from NCSCM / SICOM
1	We request to release 75% of RA Bill value within 7 days & balance 25% in 15 days from the date of submission of bills.	The supervision consultants for the contract are already in place and will be working on day to day basis under the Engineer. It is presumed that the contractor shall issue the monthly bill to the engineer after due approval of the supervision consultants. However the clause no 7 of Special Condition of the contract referring to clause 43.1 of Conditions to Contract is being suitably modified and <b>a separate amendment-3 issued in this regard.</b>
2	We request you to kindly accept Retention Money in the form of Bank Guarantee from the 1" RA bill itself.	Kindly refer to clause 48.3 of the contract.The retention money will be deducted as per the clause 48 of Conditions of Contract. Bank Gruntee will not be accepted at the start of the contract. However Bank Guarantee will only be accepted on completion of the whole work as per clause 48.3 for substitution of balance retention money(Half of retention money is returned at the start of deferred liability period ).
3	We request you to kindly accept Performance Guarantee up to 5% of contract value and valid till virtual completion of the project.	Performance security required is of 5% of the total contract value. The Performance Security shall be valid until a date 28 days from the date of expiry of Defects Liability Period and the additional security for unbalanced bids shall be valid until a date 28 days from the date of issue of the certificate of completion. Please refer to clause 52 of conditions of contract.
4	We request you to kindly pay an interest free Mobilization Advance of 10% in single instalment.	Accepted. <b>See amendment 3 in this regard</b>
5	We request to reduce Liquidated Damage maximum of 5% of the contract value instead of 10% mentioned in the tender.	No, there will be no change in the liquidated Damages.
6	Please clarify Service Tax and Labour Cess are applicable or not for this project.	Yes they are. A) Labour Cess- Contractor will be responsible for submission of applications and liason. Payments will be made by the Employer. . Service tax will be paid to contractor as applicable and need not be added to the bid price .
7	We request to kindly provide the Price Adjustment formula for the subject project.	This is a fixed price contract. Kindly refer to clause 13.4 of Instruction to bidders (ITB).Clause 47 of Conditions to Contract is applicable only in case of contracts which are not fixed price contract.

S.No.	Queries	Response & clarifications from NCSCM / SICOM
8	Also, we sincerely request you to kindly confirm the due date of submission of tender i.e. in Amendment 2- you have mentioned the bid opening date is extended to 13.09.2013.	The bid submission and bid opening date shall be 20th Sept 13 at the same time and venue as given in BID document. <b>See amendment 3 in this regard.</b>

## Technical Clarifications

S.No.	Queries	Response & clarifications from NCSCM / NPMU
1	You have mentioned 9.99% Tax for civil works in the Abstract. We request to kindly provide the breakup for the same. Also please note that, for glazing works, PHE & Electrical Works you have not mentioned the % of taxes. Kindly clarify the same.	Please ignore 9.99% indicated in the Summary sheet. Please consider all taxes and duties as applicable in your total price and indicate the same separately. Revisions incorporated in Revised BOQ. <b>See ammendment-3.</b>
2	We request you to kindly provide space for providing Site Office, Stores, Godowns, Labour Hutments etc., nearby site at free of cost.	The extent of the site indicated in drawing no. NC-001 or NC-MP-100 will be handed over to the Contractor for the period of construction. All temporary structures like site office, stores, steel - formwork yards shall be temporarily erected and removed prior to completion and handover. Please note only security and nominal labour will be allowed to reside on site. No large scale accommodation for workmen / labour is permitted on site.
3	We request you to pay actual cost of materials+ actual cost of labours +tools & plants cost+Water& Power Charges+ 20% OH & P +actual taxes at the time of payment for all Non tender items.	Payments for all variations shall be as per Clause 40 of condition of contract.
4	We request you to kindly provide the Basic rate for RMC for all the grades.	All quoted rates shall be workable rates as per the market.
5	In Administration Block Subhead L. Miscellaneous - Item No. MSL-01 Agrinet sheet - Approved vendor details may please be given.	Agronets : +91 80 49153797, Karnataka State Seed Corporation Ltd: +91 80 23415895 or equivalent approved by Architect
6	In External Development Subhead E. Miscellaneous- Item No. MSL-08 Construction of site office- Drawings (Plan, Section & Elevation) may please be given for working out the rates.	Please see Drawing attached <b>as annexure 3</b>
7	In External Development Subhead E. Miscellaneous- Item No. MSL-15 Providing DG set for Power supply - Capacity of DG set may please be given. Also, we understand from the Contract, project duration is 12 Months; however you have mentioned 18 Months in this item as Quantity. Kindly confirm the same.	We confirm that all water and power for construction shall be arranged and maintained by contractor during the 12 month period of construction. Please evaluate / assess the requirement and bid accordingly. Refer Revised BOQ.
8	In Geo Division, Sub Head.D - Form Work - Item No.FRM - 09 & In Laboratories/Offices & Central Amenities, Sub Head.D - Form Work - Item No.FRM - 09 - Quantity may please be given for these items. Also, please confirm the method of measurement for these items. (i.e. Elevation Area or?).	Quantity as per actual and measurement as per elevation area

9	In Electrical works- Subhead. 7. Safety and Miscellaneous items - Item No 7.5-Quantity may please be given.	Please consider the quantity to 500 Kg. Revisions indicated in Revised BOQ.
10	Main Section - 4 - Solar BOQ - Item No.!. PV System. Please clarify the following w r t to PV System	
	i) Requested Power plant capacity is 70 kwp in BOQ. However, in Technical specifications, In section 2.1, Sl no 2, Array capacity given is 41125 wp, please clarify.	Please consider 70 kWp as per BOQ.
	ii) In section 2.1 Sl no 3, No of modules is 249, Each module capacity is 280 wp then the total Power plant capacity will be 69720 wp. Is that OK?	It is preferable to have 230 to 320 Wp Module & total capacity of the plant to be 70kWp
	iii) In section 2.3 Sl no 1.1, Nominal DC i/p given is max 530V DC whereas in section 2.2 the	Pl. consider as per Section 2.2
	iv) In section 2.3 Sl no 1.2, MPPT range is 400V AC, 50Hz, 3Phase. How can MPPT voltage be in AC?	The specification of AC is for the total AC output from the PDU/inverter with MPPT. However it is DC 48/96V (Nom) ; 68/136 (Max) for MPPT module.
	v) Module capacity required is compulsorily 280Wp or we can go below that?	It is preferable to have 230 to 320 Wp Module
	vi) System required is Grid Tie or OFF Grid.	Off Grid
	vii) This system Application may please be given.	Used for charging of UPS / Inverter batteries, catering to Lighting.
	viii) Whether its Ground mounting or Terrace mounting.	Terrace Mounting

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**Amendment #3 Date :29/08/2013 for Bid document for****“CONSTRUCTION OF BUILDING (including electrical and plumbing works) FOR NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT, CHENNAI ” Published on 08/08/2013**

<b>S. No.</b>	<b>Page No.</b>	<b>Section/Clause</b>	<b>As per Bid document (Original)</b>	<b>Amendment</b>
<b>1</b>	1	Page 1	PERIOD OF SALE OF BIDDING DOCUMENT: FROM 31.07.2013 TO 2.09.2013	PERIOD OF SALE OF BIDDING DOCUMENT: FROM 31.07.2013 TO 19.09.2013
<b>2</b>	1	Page 1	LAST DATE AND TIME FOR RECEIPT OF BIDS :DATE 3.09.2013 TIME 10.00 HOURS	LAST DATE AND TIME FOR RECEIPT OF BIDS :DATE 20.09.2013 TIME 10.00 HOURS
<b>3</b>	1	Page 1	Time and Date of Opening of Bids DATE 03.09.2013 TIME 10.30 HOURS	Time and Date of Opening of Bids :Date 20 <sup>th</sup> -09-13 time 10.30 AM
<b>4</b>	3	Invitation for Bids , para 3 , line 3	31.07.2013 to 02.09.2013	31.07.2013 to 19-09.2013
	3	Invitation for Bids , para 3 , last 4 lines	The download facility will be available from Dt. 31-07-2013 to 02-09-2013 up to 1700 Hrs. The Bidder should regularly access the same website for clarifications, amendments and pre-bid meeting minutes, if any, issued in respect of this tender	The download facility will be available from Dt. 31-07-2013 to 19-09-2013 up to 1700 Hrs. The Bidder should regularly access the same website for clarifications, amendments and pre-bid meeting minutes, if any, issued in respect of this tender
	3	Invitation for Bids , para 5	Bids must be delivered to National Project Director, SICOM, Ministry of Environment and Forests, No. 9, First Floor, Institutional Area, Lodhi Road, New Delhi-110003 on or before 10.00 hours on 03.09.2013 and will be opened on the same day at 10.30 hours, in the presence of the bidders who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be received and opened on the next working day at the same time and venue.	Bids must be delivered to National Project Director, SICOM, Ministry of Environment and Forests, No. 9, First Floor, Institutional Area, Lodhi Road, New Delhi-110003 on or before 10.00 hours on 20-09-.2013 and will be opened on the same day at 10.30 hours, in the presence of the bidders who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be received and opened on the next working day at the same time and venue.
<b>4</b>	17	Page 17, ITB , Section 1 clause 20.1 , line 2	03.09.2013	20 -09-13
<b>5</b>	62	S.No 7 of SCC	<b>Payments</b>  Sub-clause 43.1:	<b>Payments</b>  Sub-clause 43.1:

			<p>Please substitute the clause 43.1 with the following:</p> <p>“Payments shall be adjusted for deductions for advance payments, retention, other recoveries in terms of the contract and taxes, at source, as applicable under the law. The Employer shall pay the Contractor 60% of the amounts certified by the Engineer with 5 days and the balance 40% within 28 days of the date of each certificate. If the Employer makes a late payment, the Contractor shall be paid interest on the late payment in the next payment. Interest shall be calculated from the date by which the payment should have been made upto the date when the late payment is made at 8% per annum. “</p>	<p>Please substitute the clause 43.1 with the following:</p> <p>“Payments shall be adjusted for deductions for advance payments, retention, other recoveries in terms of the contract and taxes, at source, as applicable under the law. The Employer shall pay the Contractor 60% as an adhoc payment based on recommendation of the Supervision Consultant within 7 days of submission of the Bill. The balance amount will be cleared within 28 days of the date of submission of the Bill based on the Certification by the Supervision Consultant. The supervision Consultant will be responsible for verification and Certification of the Bill within 14 days of submission. If the Employer makes a late payment, the Contractor shall be paid interest on the late payment in the next payment. Interest shall be calculated from the date by which the payment should have been made upto the date when the late payment is made at 8% per annum. “</p>
6	67	Contract Data	<b>See note 1 Below</b>	<b>See note 2 below</b>
7	NA Vol 3	BOQ- VOLUME 3	<b>As already enclosed as volume 3 of original bid document</b>	<b>Revised BOQ enclosed vide Annexure 3 replacing the original BOQ</b>
8	NA	Drawings – Volume 4	<b>Site office for Supervision consultants not enclosed in the</b>	<b>Site office drawings for Supervision consultants attached vide annexure</b>

**1. Note 1- As per Bid document**

The amounts of the advance payment are:

[51]

<u>Nature of Advance</u>	<u>Amount (Rs.)</u>	<u>Conditions to be fulfilled</u>
1. Mobilization	5% of the Contract price. To be submitted by the contractor within 15 days of signing of contract. He will not be eligible for mobilization advance if not submitted within 15 days of signing of contract.	On submission of un-conditional Bank Guarantee.  (to be drawn before end of 20% of Contract period)
2. Equipment  (This advance is not applicable for equipment already owned or hired/ leased by the contractor.)	90% for new and 50% of depreciated value for old equipment. Total amount will be subject to a maximum of 5%/* of the Contract price.  To be submitted by the contractor within 2months of signing of contract. He will not be eligible for mobilization advance if not submitted within 2 months of signing of contract.	After equipment is brought to site as per agreed construction program (provided the Engineer is satisfied that the equipment is required for performance of the contract) and on submission of unconditional Bank Guarantee for amount of advance.
3. Secured advance for non- perishable materials brought to site	75% of Invoice value or Market value - lower of the two.	a) The materials are in-accordance with the specification for Works;  b) Such materials have been delivered to site, and are properly stored and protected against damage or deterioration to the satisfaction of the Engineer. The contractor shall store the bulk material in measurable stacks.;;  c) The Contractor's records of the requirements, orders, receipt and use of materials are kept in a form approved by the Engineer and such records shall be available

- for inspection by the Engineer;
- d) The contractor has submitted with his monthly statement the estimated value of the materials on site together with such documents as may be required by the Engineer for the purpose of valuation of the materials and providing evidence of ownership and payment thereof;
- e) Ownership of such materials shall be vest in the Employer for which he Contractor has submitted an Indemnity Bond in an acceptable format; and
- f) The quantity of materials are not excessive and shall be used within a reasonable time determined by the Engineer.

(The advance payment will be paid to the Contractor no later than 15 days after fulfillment of the above conditions).

## 2. Note 2- As Amended

The amounts of the advance payment are:

[51]

<u>Nature of Advance</u>	<u>Amount (Rs.)</u>	<u>Conditions to be fulfilled</u>
1. Mobilization	Upto 10% of the Contract price. To be submitted by the contractor within 15 days of signing of contract. He will not be eligible for mobilization advance if not submitted within 15 days of signing of contract.	On submission of un-conditional Bank Guarantee.  (to be drawn before end of 20% of Contract period)
2. Equipment  (This advance is not applicable for equipment already owned or hired/ leased by the contractor.)	90% for new and 50% of depreciated value for old equipment. Total amount will be subject to a maxi-mum of 5%/* of the Contract price.	After equipment is brought to site as per agreed construction program (provided the Engineer is satisfied that the equipment is required for performance of the contract) and on submission of unconditional Bank Guarantee for amount of advance.

3. Secured advance for non- perishable materials brought to site      75% of Invoice value or Market value - lower of the two.
- a) The materials are in-accordance with the specification for Works;
  - b) Such materials have been delivered to site, and are properly stored and protected against damage or deterioration to the satisfaction of the Engineer. The contractor shall store the bulk material in measurable stacks.;
  - c) The Contractor's records of the requirements, orders, receipt and use of materials are kept in a form approved by the Engineer and such records shall be available for inspection by the Engineer;
  - d) The contractor has submitted with his monthly statement the estimated value of the materials on site together with such documents as may be required by the Engineer for the purpose of valuation of the materials and providing evidence of ownership and payment thereof;
  - e) Ownership of such materials shall be vest in the Employer for which he Contractor has submitted an Indemnity Bond in an acceptable format; and
  - f) The quantity of materials are not excessive and shall be used within a reasonable time determined by the Engineer.

(The advance payment will be paid to the Contractor no later than 15 days after fulfillment of the above conditions).

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