

(A Government of India Enterprise)
27, RAJENDRA NATH MUKHERJEE ROAD
KOLKATA - 700 001 (WEST BENGAL)
PHONE NO. (033) 2248 5841-44; FAX: (033) 2210 3961
E-MAIL: info@bbjconst.com, bbj@india.com
Website: www.bbjconst.com

NOTICE INVITING "EXPRESSION OF INTEREST" FOR ENGAGEMENT OF AGENCY

The Braithwaite Burn And Jessop Construction Company Ltd. ("BBJ") invites application from reputed, experienced and financially sound Indian registered Agency towards entering into MOU for execution of Roads & Bridges in North Eastern Region of India including preparation of DPR etc.

01.	NOTICE NO.	NIT/DGM(P-V)/EOI/NEC Dt. 25.05.2017
02.	NAME OF THE WORK	ENGAGEMENT OF AGENCY FOR ENTERING INTO MOU TOWARDS EXECUTION OF WORK IN CONNECTION WITH CONSTRUCTION OF ROADS & BRIDGES IN NORTH EASTERN REGION OF INDIA INCLUDING DPR ETC."
03.	SCOPE OF WORK	AS PER SCOPE OF WORKS ("SOW")
04.	PROCESSING FEES (NON-REFUNDABLE)	Rs.5,000/- (RUPEES FIVE THOUSAND ONLY) BY PAY ORDER/ DEMAND DRAFT IN FAVOUR OF " THE BRAITHWAITE BURN AND JESSOP CONSTRUCTION COMPANY LIMITED " PAYABLE AT KOLKATA. SSI UNITS WITH NSIC REGISTRATION ARE EXEMPTED FROM SUBMITTING TENDER FEE.
05.	ISSUE OF DOCUMENT	BETWEEN 26.05.2017 AND 03.06.2017 DURING OFFICE HOURS AT BBJ OFFICE. THE TENDER DOCUMENT MAY ALSO BE DOWNLOADED FROM WEBSITE: www.bbjconst.com or www.eprocure.gov.in (CPP PORTAL). "CORRIGENDUM", IF ANY. WOULD APPEAR ONLY ON THE BBJ WEBSITE AND NOT TO BE PUBLISHED IN ANY NEWS PAPER.
06.	PLACE OF SUBMISSION	THE APPLICATION SHALL BE ADDRESSED TO: DY. GENERAL MANAGER (P-V) THE BRAITHWAITE BURN & JESSOP CONSTRUCTION COMPANY LIMITED. 27, RAJENDRA NATH MUKHERJEE ROAD, KOLKATA – 700 001
07.	LAST DATE & TIME OF RECEIPT OF TENDER	RECEIPT UP TO 15:00 HRS. ON 05.06.2017 AT BBJ OFFICE.
08.	OPENING OF PQ DOCUMENT	ON 05.06.2017 AT BBJ OFFICE AT 16:00 HRS.

(A. Neogi)
DGM(P-V)

SCOPE OF WORKS (SOW)

- 1.0 A comprehensive "Scope of Works" for Agency towards "Implementation/ Execution/ Construction/ Improvement of Roads & Bridges in North Eastern Region of India" are as under;
- 1.1 Conduct Site Survey & Investigation preferably through empaneled consultants of MoRTH/ NHAI and prepare Detailed Project Report (DPR) in consultation with respective State Government/ BBJ/ NEC as per current Schedule of Rates (SOR) of MoRTH/ NHAI and as per the Market Rates for un-scheduled items. Including maintenance cost for 5 (five) years after completion of the project.
- 1.2 Execution as per MoRTH/ NHAI specification within schedule time frame as per CVC/ BBJ/ MoRTH/ NHAI guidelines. The same shall also include the cost towards Design support during execution.
- 1.3 Maintaining the project for 5 (five) years after completion & handing over.
- 1.4 Establishing & maintaining offices with requisite facilities in Shillong/ Guwahati and in project sites headed by senior level officers as Project In-charge. The agency shall also provide separate offices to BBJ and NEC also in connection with monitoring of the work and the same should have the following facilities;
 - (a) Furnished office with computers, printers, internet facility etc. for daily work.
 - (b) Car etc.
 - (c) Office maintenance staff, e.g. Security etc.
 - (d) Facilities for site inspection
 - (e) Electricity and Water Supply
- 2.0 The MOU shall be valid till completion of work and maintenance period. However, BBJ reserves the right to curtail or extend the period at its sole discretion.
- 3.0 The Agency shall have to provide Performance Bank Guarantee (PBG) @5% (five percent) of the estimated work value and the same should be provided in advance prior commencement of work.
- 4.0 The interested Agency should apply on the prescribed format along with documentary evidence for the following:
 - (a) Audited Balance Sheet and Profit & Loss for last 03 (three) financial years ending 31st March, 2016.
 - (b) Completion/ Execution certificates from various Client in support of various completion/ execution of works.
 - (c) List of own Plants & Machineries
 - (d) Manpower details
 - (e) Details of pending litigations etc.
 - (f) Valid Electrical License, if available.
 - (g) EPF Registration No. along with copy of challan for the month of April/ May'17.
 - (h) PAN No.
 - (i) VAT/GST Registration No.
 - (j) Certificate of Incorporation etc.

SPECIAL CONDITIONS CONTRACT FOR ENGAGEMENT OF AGENCY

1.0 MINIMUM QUALIFICATION CRITERIA

The Agency should meet the following minimum qualification criteria;

- 1.1 Agency and should have a minimum average annual financial turnover of **Rs.500 Cr.** in last 3 (three) financial years and should submit audited Balance Sheet and Profit & Loss Account for last three financial years i.e. 2013-14, 2014-15, 2015-16.
- 1.2 Agency should also fulfil following criteria;
 - 1.2.1 Having experience in preparation of Detailed Project Report (DPR) as well as execution of Civil/ Road/ Bridge projects in the North Eastern part of India.
 - 1.2.2 Having experience of execution of Civil/ Road/ Bridge projects in the North Eastern part of India.
 - 1.2.3 Having offices in the North Eastern part of India (preferably in Guwahati/ Shillong)
 - 1.2.4 State/ Central PSU of North Eastern States will get preference.
- 1.3 No Joint Venture or Consortium of firms shall be allowed and the Agency should meet the above criteria by themselves.
- 1.4.1 The interested Agency should apply on the prescribed format along with documentary evidence for the following:
 - (a) Audited Balance Sheet and Profit & Loss for last 03 (three) financial years ending 31st March, 2016.
 - (b) Completion/ Execution certificates from various Client in support of various completion/ execution of works.
 - (c) List of own Plants & Machineries
 - (d) Manpower details
 - (e) Details of pending litigations etc.
 - (f) Valid Electrical License, if available.
 - (g) EPF Registration No. along with copy of challan for the month of April/ May'17.
 - (h) PAN No.
 - (i) VAT/GST Registration No.
 - (j) Certificate of Incorporation etc.
- 1.4.2 The past experience in support of various completion/ execution of works should be supported by certificates duly authenticated/ certified by Client should furnish separately for each work completed or in progress.
- 1.4.3 The gross annual turnover should be certified by the Chartered Accountant. Year in which no turnover is shown would also be considered for working out the average.
- 1.4.4 The applicant should own sufficient construction equipment for proper timely execution of work. The applicant should submit details of the same with this application.

- 1.4.5 The applicant should have sufficient number of Technical and Administrative employees for the proper execution of contract. The applicant should submit details of the same with this application.
- 2.0 Under no circumstance the processing fees can be adjusted against the pending dues of the existing Agency of BBJ and the processing fees is required to be submitted in the form as mentioned in the EOI Notice.
- 3.0 All information called for in the enclosed forms should be furnished against the relevant columns. If for any reason, information is furnished on separate sheet, the fact should be mentioned against the relevant column. Even if no information is provided in the column, a "NIL" entry should be made in that column. The applicants are cautioned that not giving complete information called for in the application forms or not giving in clear terms or making any change in the prescribed form or deliberately suppressing the information may result in rejection in application. Application made by email and those received late or without processing fees will not be entertained.
- 3.1 Applications should be type written. The applicant should sign and stamp on each page of the application. Overwriting should be avoided.
- 3.2 Any information furnished by the applicant found to be incorrect would render him to be debarred from pre-qualification/ tendering or taking up any work with BBJ.
- 4.0 **DEFINITION:**
- 4.1 "Employer" or "BBJ" shall mean The Braithwaite Burn And Jessop Construction Company Limited having its registered office at 27, Rajendra Nath Mukherjee Road, Kolkata – 700 001.
- 4.2 "Applicant" shall mean individual, proprietary firm, firm in partnership, limited company, private or public or corporation
- 5.0 **METHOD OF APPLICATION**
- 5.1 If the applicant is an individual, the application should be signed by him above his full type written name. If the applicant is a proprietary firm, the application shall be signed by the proprietor above his full name with current address. If the applicant is a partnership firm, the application should be signed by the partners of the firm with full address. In case of the applicant is a limited company or a corporation, the application should be signed by duly authorized person holding power of attorney and shall furnish Memorandum & Articles of Association.
- 5.2 The complete documents should be sent in an envelope mentioning the notice number etc. and submitted to the prescribed address.
- 6.0 BBJ reserves the right to modify eligibility criteria, to decide on cutoff date of implementation, to accept or reject any application, to annul the process, to reject

the all applications or accept new applications at any time, without assigning any reason or incurring any liability to the applicants.

7.0 **EVALUATION CRITERIA FOR ENGAGEMENT**

7.1 For the purpose of engagement, applicants will be evaluated on the basis of criteria stipulated in the EOI documents. The details of plants & machinery holding, manpower employed, pending litigation shall also be evaluated for engagement of the firm.

7.2 Even though an applicant may satisfy the above requirement, he would be liable to disqualification if he has:

- (a) Record of poor performance such as abandoning the work, not properly completing the contract, delay in completion of works, or financial failures/ weakness etc.
- (b) Furnished misleading or false representation or deliberately suppressed the information in the forms, statement and enclosures required in the prequalification documents.

8.0 **FINANCIAL INFORMATION**

Applicants should also furnish following financial information:

- (a) Annual financial turnover for the last three financial years ending 31st March, 2016. This should be supported by audited Balance Sheet and Profit & Loss account (with schedules attached) along with Net Worth statement duly certified by a Chartered Accountant.
- (b) Name and address of the Bankers.

9.0 **EXPERIENCE IN WORKS**

9.1 Applicants should furnish the following:

- (a) List of works successfully completed during last seven years in Form-D
- (b) List of the projects under execution or awarded in Form-E.

9.2 Particulars of completed works and performance of the applicant duly authenticated/ certified by Client should be furnished separately for each work completed or in progress.

9.3 Construction/ Development of 'Own Real Estate' by developers shall not be accepted as eligible project to meet the qualifying requirement of past experience as construction contractor.

10.0 **ORGANIZATION INFORMATION**

10.1 Applicants are required to submit the following information in respect of his organization;

- (a) Name, Address, Phone, Fax, Email address etc.
- (b) Copies of original documents regarding legal status, place of registration and principal places of business.

- (c) Name of Directors, Officers concerned with this work.
- (d) Information on any litigation in which the applicant was involved during the last five years, including any current litigation.

- 11.0 Application documents should be submitted in the following manner/sequence;
1. Letter of Transmittal
 2. Application for engagement of Agency (Form-A): Annexure – I.
 3. Structure of Organization (Form-B): Annexure-II
 4. Financial Information (Form-C): Annexure-III.
 5. Completion Certificates: Annexure-IV
 6. Details of similar works completed during last 7 years (Form-D): Annexure-V
 7. Project under execution or awarded (Form-E): Annexure-VI
 8. List of Plant & Machineries (Form-F): Annexure-VII
 9. Affidavit (Form-G): Annexure-VIII
 10. Any other document: to be Annexed chronologically with document naming.

LETTER OF TRANSMITTAL
[ON A LETTER HEAD OF APPLICANT]

From:

To:

The Braithwaite Burn And Jessop Construction Company Limited
(A Government of India Enterprise)
27, Rajendra Nath Mukherjee Road,
Kolkata – 700 001

Sir,

Sub: Engagement of Agency towards entering into MOU for execution of Roads & Bridges in North Eastern Region of India including preparation of DPR etc.

Having examined the details given in EOI Notice for Engagement of Agency vide no. NIT/DGM(P-V)/EOI/NEC Dt. 25.05.2017 for the above work, we hereby submit our relevant documents.

1. We hereby certify that all the statements made and information supplied in the enclosed forms, "A" to "H" and accompanying statements are true and correct.
2. We have furnished all information and details necessary for engagement as Agency and have no further pertinent information to supply.
3. We have submitted the requisite banker's certificate/ performance reports and authorize BBJ or their representatives to approach individuals, employees, firms and corporations to verify our submittals, competency and general reputations.
4. We hereby confirm that we have read and understood all the stipulations given in the EOI documents and the decision of BBJ with regard to our engagement shall be final and binding on us.
5. We have submitted following certificates in support of our meeting the eligibility criteria of completed work(s) specified in Clause 1.0 of SCC for having successfully completed the following works:

Sl. No.	Name of Work	Certificate Form

Enclosures.

(Name, Sig. & Seal of the Applicant)

FORM 'A'

APPLICATION FOR ENGAGEMENT OF AGENCY

Name of Application :
Discipline :
Processing Fees : **Rs.5,000/-** (Rupees five thousand only)
Payment Details : DD vide no. & Date
Issuing Bank Name
Branch

(Signature of Applicant)

FORM "B"

STRUCTURE AND ORGANIZATION

1	Name and Address of the Applicant	
2a	Phone/Fax/Mobile/Email	
2b	Legal status of the applicant	
3	<p>The applicant is:</p> <ul style="list-style-type: none"> a. An Individual b. A Proprietary Firm c. A firm in Partnership d. A Limited Company (Private or Public) or Corporation <p>Attach copies of original documents in support of legal status</p>	
4	Particulars of registration with various Government Organizations etc. (attach attested photocopies)	
5	Name of Directors/ Partners with their addresses, telephone, email etc.	
6	Designation of individuals authorized to act for the Organization	
7	Was the applicant ever required to suspend any construction work for period of more than six months continuously after commencement of the construction? If so, give the name of the project & the reason for suspension of work	
8	Has the applicant ever abandoned the awarded work before its completion? If so give name of the project and the reason for abandoning the work.	
9	Has the applicant has been debarred/ black listed for tendering any organization at any time.	
10	Has the applicant ever been convicted by a court of law? If so, give details.	

11	Other details: a. EPF No. & Validity b. Sales Tax number and Validity c. Pan No. d. Service Tax number (attach copies)	
12	Any other information	

FORM "C"

FINANCIAL INFORMATION

1. Financial Analysis: Details to be furnished duly supported by figures in Balance Sheet/ Profit & Loss account for the last three years duly certified by the Chartered Accountant, as submitted by the Applicant to the Income Tax Department (certified copies to be attached).

Sl. No.	Particulars	2013-14	2014-15	2015-16	Avg. Annual Turnover
1.	Gross Annual Turnover				
2.	Profit & Loss				
3.	Net Worth				

2. Financial arrangements for carrying out the works (own arrangements and Fund Base & Non fund based sanction limits)

(Chartered Accountants – Sig. & Seal)

(Sig. of Applicant)

FORM "D"

DETAILS OF ALL WORKS COMPLETED DURING LAST SEVEN YEARS

Sl. No.	Name of work/ Project	Owner of Organization	Value of works in Rs. Lac	Date of commencement as per contract	Stipulated period of completion as per contract	Actual date of completion	Litigation/ Arbitration pending/in progress with details	Name and address/ telephone number etc. of concerned official.	Remarks, if any.

(Sig. of Applicant)

FORM "E"

PROJECT UNDER EXECUTION OR AWARDED

Sl. No.	Name of work/ Project	Owner of Organization	Value of works in Rs. Lac	Date of commencement as per contract	Stipulated period of completion as per contract	Up to date percentage of progress	Slow progress, if any and reason.	Name and address/ telephone number etc. of concerned official.	Remarks, if any.

(Sig. of Applicant)

FORM "F"

DETAILS OF PLANTS AND MACHINERIES AVAILABLE WITH THE APPLICANT

Sl. No.	Name of the equipment	Make/ Model/ Capacity	Quantity	Condition

(Signature of Applicant)

FORM "G"

AFFIDAVIT

[TO BE SUBMITTED ON NON – JUDICIAL STAMP PAPER OF MINIMUM RS.10/-
DULY CERTIFIED BY NOTARY PUBLIC]

Affidavit of Mr. _____ S/o _____ R/o _____

I, the deponent above named do hereby solemnly affirm and declare as under:

1. That I am the Proprietor/ Authorized signatory of M/s. _____ having its Head Office/
Registered Office at _____
2. That the information/ document/ experience certificate submitted by M/s. _____
along with this EOI Application for Engagement of Agency to The Braithwaite Burn And
Jessop Construction Co. Ltd. (BBJ) are genuine and true and nothing has been concealed.
3. I shall have no objection in case BBJ verifies them from issuing authority(ies). I shall also
have no objection in providing the original copy of the document(s). In case BBJ demand so
for verification.
4. I hereby confirm that in case, any document, information and/or certificate submitted
by me found to be incurred/ false/ fabricated, BBJ at its discretion may disqualify/ reject my
application for pre-qualification out rightly and also debar M/s. _____ participating in any
future tenders/ pre-qualification.

Deponent

I, _____, the Proprietor/Authorized Signatory of M/s. _____ do hereby confirm that the
contents of the above Affidavit are true to my knowledge and nothing has been concealed
there from and that no part of it is false.

Verified at _____ this ___ day of _____

Deponent