INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING FORMING PART OF BID DOCUMENT AND TO BE POSTED ON WEBSITE

The **Executive Engineer (Civil), Civil Construction Wing, Akashvani, Mumbai-20**, on behalf of the President of India invites online item rate tenders from approved and eligible contractors of C.P.W.D. and those of appropriate class of contractors enlisted in the Department of Tele communications (BSNL/MTNL), Department of Post, M.E.S., Railways and State P.W.D. Maharashtra for the following work:

NIT Number	**EEC/MUM/2026-27/22**
Name of work:	**Annual Maintenance of garden and landscaping works at Film Division Complex, Pedder Road, Mumbai.**
Estimated Cost put to Tender	**Rs.13,31,131.00**
Earnest Money Deposit	**Rs. 26,623.00**
Period of completion	**12 (Twelve) Months**
Last date and time of submission of Tender	**Upto 15.00 Hrs. on 18-11-2026.**
Time and date of opening of Tenders	**At 15.30 Hrs. on 18-11-2026.**
Last date for physical submission of other documents	**Within seven days after date of opening of tenders**

1. The intending bidder must read the terms and conditions of CPWD-6 carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.

2. Information and Instructions for bidders posted on website shall form part of bid document.

3. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from website **https://prasarbharati.eproc.in** .

   Applicants are advised to keep visiting the above mentioned web-sites from time to time (till the deadline for bid submission) for any updates in respect of the tender documents, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the applications complete in all respect including updates theirof,if any. An incomplete application may be liable for rejection.

4. The bid can only be submitted after **depositing Processing Fee in favour of M/s. C1 INDIA Private Limited and** depositing original EMD either in the office of Executive Engineer inviting bids or division office of any Executive Engineer, CCW, Akashvani within the period of bid submission (The EMD document shall only be issued from the place in which the office of receiving division office is situated) and uploading the mandatory scanned documents such as Insurance Surety Bonds, Account Payee Demand Draft, Fixed Deposit Receipt, Bankers Cheque or Bank Guarantee including e-Bank Guarantee (for balance amount as prescribed) from any of Commercial Banks (drawn in favour of **"Executive Engineer (Civil), CCW , AIR, PB (BCI), Mumbai 20 ")** towards EMD and other documents as specified. The FDR shall be accepted only if it is valid for a period of six months or more after

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date of opening of the Tender. SC/ST bidders enlisted under Class-V category are exempted from processing fee of e-Tender payable to M/s. C1 India Pvt. Ltd.

5. Those contractors who are not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online bidding process as per details available on the website.
6. The intending bidder must have valid class-III digital signature to submit the bid.
7. Detailed procedure can be seen in the CPWD-6 for e-Tendering.
8. On the date of opening of the Bid, the bidder can login and see the bid opening process. After opening of Bids he will receive the competitor bid sheets.
9. Bidder can upload documents in the JPG or PDF format.
10. ~~In case of e-tendering, integrity Pact (IP) shall be treated in the same manner as other components of the bid document. In e-tendering the intending bidder does not sign any documents physically and entire bid document is submitted through digital signature. Since IP is a part of bid document no separate physical submission is required with other documents to be submitted in the office of tender opening authority. In addition to other component of bid document, the integrity pact shall also be signed between Executive Engineer & successful bidder after acceptance of bid.~~
11. **The Bidder should possess Certificate of Registration for GST. <u>It is mandatory to upload scanned copies of all the documents including GST registration if these documents are not uploaded, then bid will become invalid and shall summarily be rejected.</u>**
12. **<u>The Bidder(s) shall quote all-inclusive rates including all taxes, GST etc. against the items in the schedule of quantities</u> and nothing extra shall be payable. As bidders rate are inclusive of all taxes, no reimbursement of any tax shall be made . The Clause of GCC 2023 of NIT/Contract stands modified accordingly.**

    Contractor must ensure to quote rate of each item. The column meant for quoting rate in figures appears in pink colour and the moment rate is entered, it turns sky blue.
    In addition to this, while selecting any of the cells a warning appears that if any cell is left blank the same shall be treated as “0”.

13. **The Bidder should examine the various provisions of CGST Act 2017, IGST Act 2017 / UGST Act 2017, SGST Tax 2017 of the respective state and up to date amendments issued from time to time and other applicable taxes before bidding / tendering. The bidder shall also confirm to the rules made under these Acts.The Bidder shall ensure that benefit of Input tax Credit (ITC) likely to be availed by them is duly considered by them while quoting rates. The Bidder shall submit the Invoice of the work executed as per Rule 46 of the CGST rules. The taxes will be calculated as per Rule 35 of CGST Rules 2017.**
14. **TDS on Income tax, labour cess and other statutory deductions shall be made at source as per prevalent laws. TDS on GST as and when become applicable will also be deducted as per relevant GST Act / Rules / Notifications.**

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15 List of documents to be scanned and uploaded within the period of bid submission:

I) copy of Treasury Challan/Demand Draft/Pay order or Banker`s Cheque / Deposit at Call Receipt/FDR/Bank Guarantee of any commercial Bank against EMD (must be submitted as a Single instrument. If a part of EMD is submitted in the form of Bank Guarantee, the balance should be single instrument)

II) Receipt of Deposition of Original EMD submitted.

III) Valid Enlistment Order of the Contractor of Eligibility Class.

IV) Certificates of Work Experience (required from non CPWD and CPWD class II and below contractors)
(Certificates of Work Experience must have been issued by an officer not below the rank of Executive Engineer / Project manager or equivalent. (To avoid delays in getting the completion cost verification from the project authorities, TDS certificate including BOQ of Final bill is desired, but not essential for tendering purposes. Full credentials of the project authorities e.g. email, ID, complete postal address, Phone no. etc. are required for verification purposes.)

V) Affidavit (as per clause 1.2.2 in form CPWD-6) with Name of Work and NIT NO., and undertaking (as per para 9 in form CPWD-6) on non judicial stamp paper of Rs. 100/- duly notarized (if required from non CPWD and CPWD class II contractors)

VI) GST Registration Certificate of the state in which the work is to be taken up, if already obtained by the bidder and Acknowledgement of up to date filed returns i.e. upto **previous Quarter of current financial year.**
If the bidder has not obtained GST registration as applicable, then he shall scan and upload following under taking along with bid documents.

"If work is awarded to me, I/we shall obtain GST registration certificate of the state in which the work is to be taken up, *as applicable, within one month from the date of receipt of award letter or before release of any payment by CPWD, whichever is earlier, failing which I/we shall be responsible for any delay in payments which will be due towards me/us on account of the work executed and/or for any action taken by CPWD or GST department in this regard".*

The bidder shall be required to produce original documents for verification within stipulated period in the office of Executive Engineer (C), CCW, AKASHVANI, Mumbai.

EXECUTIVE ENGINEER (CIVIL)
CCW AKASHVANI PB(IPSB) MUMBAI-20

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