

OFFICE OF THE CHIEF ENGINEER
LOCAL SELF GOVERNMENT DEPARTMENT
(LOCAL INFRASTRUCTURE DEVELOPMENT &
ENGINEERING WING)
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CIRCULAR

It has come to the notice of this office that all LSG Institutions are not complying uniform procedure in inviting prequalification tenders. The scrutiny of technical bid is not possible without a proper notice inviting tender showing the essential requirements. Hence it is directed to comply the Part VI of standard bidding document for works costing 5 crores and above in order to avoid litigation. Each institution can make special conditions according to the nature of work.

The initial scrutiny of prequalification tenders received, shall be done by the tender inviting authority based on the following.

- a) The intending Bidder must have in his name as a prime contractor experience of having successfully completed least one similar work costing more than 40% (Forty percentage) of the estimated cost of work put to tender, for Government / Semi Government Clients during the last 05 (five) years, ending last day of month previous to the month in which bid applications are invited. (To prove the eligibility refer clause 2.4 of Part VI of standard bidding document for works costing 5 crores and above).
- b) The working capital shall be more than 10% of PAC. Bank certificate should include the name of work and the credit limit. (Refer clause 2.6 of Part VI of standard bidding document for works costing 5 crores and above).
- c) The applicant should possess required machinery as specified in the notice inviting tender. (Refer clause 2.7(d) of Part VI of standard bidding document for works costing 5 crores and above).

Technical bids not complying with the above condition shall be summarily rejected by the tender inviting authority itself. It shall not be submitted to the office of Chief Engineer for further evaluation. The following documents (as per the Part VI, of SBD above 5 crores (clause 2)) of technical bids qualifying initial scrutiny shall be submitted to the office of Chief Engineer for further evaluation

- 1) Attested copy of Registration certificate
- 2) Certified audited copy of balance sheet, profit and loss account to demonstrate annual financial turnover during last 5 years ending 31st march of the previous financial year.
- 3) Bank certificate showing the credit limit and name of work.
- 4) Details of work in hand showing total amount of work and percentage of completion.
- 5) Qualification and experience of technical and administrative personal with copies of their certificates to prove qualification and their willingness certificate.
- 6) Details of skilled and unskilled labourers.
- 7) Details of plant and equipment.
- 8) Certificate of experience from the agreement authority of the completed work with all details (as per clause 2.4 of Part VI of standard bidding document for works costing 5 crores and above).

Clarification if any shall be sought from Chief Engineer LSGD through Help desk.



Chief Engineer