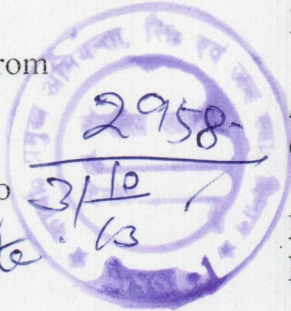


No. IPH-B (C)17-4/2008-I
Government of Himachal Pradesh
Irrigation & Public Health Department

343
30/10/13

From



Addl. Chief Secretary (IPH) to the
Government of Himachal Pradesh

To

Engineer-in-Chief (I&PH)
Himachal Pradesh, U.S.Club, Shimla-171001.

Dated: Shimla- 171002, the 29/10/2013.

Subject: -

Instructions regarding Tendering Process in Himachal Pradesh IPH Department.

Sir,

I am directed to invite your attention to the subject cited above and to say that process to issue instructions with regard to Tendering Process in IPH Department was under active consideration of the Government. Simultaneously, the process of issuance of notification of Rules of Enlistment of Contractors in IPH Department was also underway which was to have consequential effect on the instructions of Tendering Process. Now, the notification with regard to Rules of Enlistment of Contractors has been issued and as a consequence of this notification, the Government has decided to issue instructions for Tendering Process also in respect of IPH Department which are annexed to this letter as "Instructions regarding Tendering Forms PWD-6, PWD-7/8, PWD-12". These instructions will come into force from the date Rules for Enlistment of Contractors in IPH came into effect i.e. 1st November, 2013.

You are requested to adhere to these instructions in letter and spirit. .

Yours faithfully,

(Dr. S.K. Kapta)

Special Secretary (IPH) to the
Government of Himachal Pradesh
0177-2626097

Endst.No. No. IPH-B (C)17-4/2008-I dated Shimla-2, the 29 Oct., 2013.
Copy forwarded to:-

1. The Private Secretary to I&PH Minister, H.P.
2. The Engineer-in-Chief(IPH), Himachal Pradesh, Shimla-1.
3. The Engineer-in-Chief (PWD), HP, Shimla-2.
4. All the Chief Engineers (IPH) in HP.
5. All the SEs (IPH) in HP.
6. All the XENs (IPH) in HP.

(Dr. S.K. Kapta)

Special Secretary(IPH)to the
Government of Himachal Pradesh

May host on website

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31/10/2013

Instructions regarding Tender forms PWD-6, PWD-7/8, PWD-12

1.	Cost of Tender document (Annexure-I)
2.	Earnest Money Deposit (Annexure-II)
3.	Security deposit (Annexure-III)
4.	Threshold limit for floating "e-tendering" (Annexure-IV)
5.	Prequalification criteria. (Annexure-V)

ANNEXURE – I

Cost of Tender document

Cost of Tender document :-

- | | |
|---|--------------|
| 1. Tender documents for works costing upto 10 lakh | = Rs. 250/- |
| 2. Tender documents for above 10.00 lakh to 40 lakh | = Rs. 400/- |
| 3. Tender documents for above 40.00 lakh to 1 crore | = Rs. 800/- |
| 4. Tender documents for above one crore to 2 crore | = Rs. 1500/- |
| 5. Tender documents for above 2 crore | = Rs. 2500/- |

ANNEXURE – II

EARNEST MONEY DEPOSIT

1. Earnest Money for Class A, B, C & D

- i) For works costing upto 15 lacs = 2 %
- (ii) For works costing between 15 to 50 lacs = (i) +1.5 %
- (iii) For works costing above 50 lacs upto Rs. 5.00 crore = (ii) + 1% with maximum limit of Rs. 5.00 lacs
- (iv) For works above Rs. 5.00 crore =Rs. 5.00 lac +1% for additional cost of work.

(2) Exemption of Earnest Money

Class "A" :-

(I) The firm/contractor can deposit one time minimum lump-sum amount of Rs. 3.00 lacs with Engineer-in-Chief/Chief Engineer, IPH in any of the permissible forms as defined in para above and secure exemption from payment of earnest money in individual cases for works located in different parts of the State at the time of tendering. This facility will be limited to 2 times the deposited amount i.e. $2 \times 3 = 6$ lacs in single/or more tenders. By making one time lump-sum deposit of Rs.3.00 lacs. The contractor will be getting benefit upto Rs. 6.00 lacs in Earnest Money. In case he has already availed of this facility, he may deposit earnest money afresh upto the balance amount upto to the limit it falls short of requirement of the bid after adjusting the limit of Rs. 6 lacs. The firm/contractor shall, however, deposit specific amount of earnest money as per the present practice if the work is awarded to him. In case he fails to do so, the above facility shall be withdrawn. In order to ensure that the information supplied by the firm/contractor in respect of his balance amount of lump-sum deposit is correct, an affidavit from the contractor regarding number of tenders in which he is participating and total value of their earnest money involved will be obtained and kept in record. In case the contractor gives false information, he will be liable to be blacklisted.

(II). By making one time lump-sum deposit of Rs. 1.50 lacs the contractor will be getting benefit of exemption of Earnest Money in one Zone only up to Rs. 3 lacs (2×1.50) In single/or more tenders. All other condition as per I above.

Class "B" :-

The firm/contractor can deposit one time minimum lump-sum amount of Rs. 50,000 with Engineer-in-Chief/Chief Engineer, IPH in any of the permissible forms as defined and secure exemption from payment of earnest money deposits with each individual tender. This facility will be limited to 2 times the deposited amount i.e. $2 \times 50,000 = 1.00$ lacs in single or more tenders. By making one time lump-sum deposit of Rs.50,000, the contractor will be getting benefit upto Rs. 1.00 lacs in Earnest Money. In case he has already availed of this facility, he may deposit earnest money afresh upto the balance amount upto to the limit it falls short of requirement of the bid after adjusting the limit of Rs. 1.00 lacs. However in the event of acceptance of their tender for the work they shall have to deposit the amount equivalent to earnest money in the prescribed mode of deposit immediately or before issue of award letter.

Class "C" :-

The firm/contractor can deposit one time minimum lump-sum amount of Rs. 15,000 with Superintending Engineer, IPH in any of the permissible forms as defined and secure exemption from payment of earnest money deposits with each individual tender. This facility will be limited to 2 times the deposited amount i.e. $2 \times 15,000 = 30,000$ in single or more tenders. By making one time lump-sum deposit of Rs. 15,000 the contractor will be getting benefit upto Rs. 30,000 in Earnest Money. In case he has already availed of this facility, he may deposit earnest money afresh upto the balance amount upto to the limit it falls short of requirement of the bid after adjusting the limit of Rs. 30,000. However in the event of acceptance of their tender for the work they shall have to deposit the amount equivalent to ~~earnest money~~ **SECURITY DEPOSIT** in the prescribed mode of deposit immediately or before issue of award letter.

SECURITY DEPOSIT

(I) The rates for deposit of security amount by contractors will be as under:-

- | | | |
|-------|--|---------------|
| (i) | For works costing Rs. 2 lacs | = 10% |
| (ii) | For works costing between Rs. 2 to 5 lacs | =(i)+7½ % |
| (iii) | For works costing between Rs. 5 to 50 lacs | =(ii)+5 % |
| (iv) | For works costing above 50 lacs | = (iii) +2½ % |

(Without any limit)

50% of the security will be returned on completion/handing over of works and remaining security amount will be released after the defect liability period is over. Security amount will also be allowed to be deposited in the shape of National Saving Certificates, Fixed Deposit Receipts and other certificates included in para 22.3 (ii) of the C.P.W.D. Manual. The firm/contractor may deposit one-time lump-sum minimum security amount of Rs. 10.00 lacs with Engineer-in-Chief/Chief Engineer in any of the permissible forms and secure exemption from payment of Security Deposit in individual cases for works located in different parts of the State. This facility would be limited to 3 times the deposited amount in a single/or more works.

ANNEXURE – IV

Threshold limit for floating “e-tendering”

(*Applicable w.e.f 01-07-2014)

<u>Threshold limit for “e-tendering”</u>		
i)	Tenders for works upto Rs.1.00 lacs	Off-line
ii)	Tenders for works above Rs. 1.00 lacs	Online*
iii)	Tenders for works above Rs. 1.00 lac and upto Rs.10 lacs	Offline but on-line submission will also be accepted till 1 st July, 2014

ANNEXURE – V

Pre-Qualification of Contractors:

1. Pre-qualification of contractors shall be resorted to in the following cases:
 - (i) The estimated cost of the work exceeds Rs. 5.00 crores.
 - (ii) The estimated cost of the work is upto Rs. 5.00 crore but more than Rs. 2.00 crores and the Chief Engineer in his discretion, decides to pre-qualify contractors on the following grounds:
 - (a) The work is required to be executed with very great speed, which not all contractors are in a position to generate.
 - (b) The work is of special nature requiring specialized equipment, which is not likely to be available with all contractors .
 - (c) Other exigencies of the work.
- (2) The pre-qualification applications shall be invited through Press notice. The Chief Engineer-in-Charge of the work shall be competent to draft the pre-qualification criteria.