



**THE INSTITUTE OF
Company Secretaries of India**
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament

April 4, 2014

CORRIGENDUM

The last date for submission of application for **“Pre-qualification of Contractors for construction of Institute’s building at Hyderabad”** has been extended up to Friday, **April 18, 2014 by 3.00 PM** due to administrative reasons and date of opening of the offers shall be Monday, **April 21, 2014 at 2.30 PM** at ICSI-HQ.

Other terms & conditions of **“Pre-qualification tender notice”** will remain the same. The applicants/bidders may take note of the above changes.

(B PRADHAN)
DIRECTOR (INFRASTRUCTURE)



PRE-QUALIFICATION TENDER NOTICE

Applications are invited from the reputed firms/ contractors for short listing of contractors for the time bound construction of Institute's proposed state of art building on a plot of area 3140 sqmt at IP Uppal, Hyderabad allotted by Andhra Pradesh Industrial Infrastructure Corporation Limited (APIICL) . Desirous firms/ contractors may down load the details of terms & conditions/ information /inputs to be submitted along with the application form from the website of the institute i.e. www.icsi.edu .

The last date of submission of application in a sealed envelope addressed to the Chief Executive, ICSI is on **or before 31st March, 2014, at 3.30 PM.** The Institute reserves right to reject any/all applications without assigning any reason whatsoever.

JOINT DIRECTOR (Infrastructure)

BRIEF OF THE PROJECT/TERMS AND CONDITIONS FOR PRE-QUALIFICATION FOR SHORTLISTING OF CONTRACTORS FOR CONSTRUCTION OF BUILDING OF THE INSTITUTE AT IP Uppal, Hyderabad- WITH REGARD TO PRESS NOTICE ISSUED IN TIMES OF INDIA(TOI) AND EENADU (BOTH HYDERABAD EDITION) ON DATED 10TH MARCH,2014.

The Institute of Company Secretaries of India invites pre-qualification applications from reputed firms/contractors for the following work:

1.	Name of work	Construction of building (Institutional Block and Hostel Block) at Survey No 1 (Part)IP Uppal, over a plot of area 3140 sq. mtr.
2.	Total construction area	Institutional Block (G+3) and Hostel Block (1 st + 5) with stilt on both the blocks. Total area 57221sq. ft. (However, construction will be done in phased manner as first phase 48550 sq. ft. and second phase 8672 sq. ft.)
3.	Description of the proposed buildings/ campus	The building will be RCC framed structure with brick walls with good outside and inside finish to have office rooms, library, reading rooms, Class rooms, meeting room and mini conference hall etc., The items to be executed are mainly civil, sanitary, drainage ,roads, electrical, fire fighting, interior, land scaping, etc.
4.	Period of completion	18 months

5. Contractors who fulfill the following requirements shall be eligible to apply:

- (a) Should have satisfactorily completed at least three similar work costing not less than Rs. 12 crore during the last five years. Similar work means: Building work with RCC framed Structure, Electrical, Sanitary/Plumbing, external development work, fire alarm and fire fighting system.
- (b) Should have average actual annual financial turnover of Rs.25 crore for more on civil construction work during the last three years ending 31st March, 2013.
- (c) Should not have incurred loss in last two years ending 31st March, 2013.
- (d) Should have a solvency of Rs. 5 crore certified by their bankers.

6. Contractors satisfying the above criteria (serial no. 5) may send their Profile to **Chief Executive of ICSI** at the following address:

**The Institute of Company Secretaries of India
ICSI House, 22, Institutional Area
Lodi Road
New Delhi 110 003**

The last date of receipt of applications in a sealed envelope in a sealed tender box kept in the Reception at Ground Floor of the above mentioned building at New Delhi on or before **31st March, 2014 at 3.30 PM**. Applications received after cut off date and time will not be considered. ICSI shall not be responsible for any postal or other delays and applicant should take care to ensure the submission of application at place before due date and time.

7. Application for pre-qualification should be accompanied by
- a. Type of firm, i.e. proprietorship, partnership, private limited, limited company, etc. along with list of its directors,

- b. List of works completed during the last five years giving the cost, location and dates of commencement and completion for each work with performance certificates and detailed address of the contact persons along with their telephone numbers and email- IDs.
 - c. Photographs of two recently executed projects,
 - d. Details of works in hand.
 - e. Copies of (a) latest Income tax clearance certificate, (b) Sales Tax registration certificate (c) permanent account number, (d) DVAT/ WCT registration certificate, (e) Service Tax registration Certificate.
 - f. List of equipment and machinery.
 - g. Testing facilities.
 - h. Names and qualifications of professionals and technical personnel who have been in the employment for more than two years.
8. A list of arbitration cases, projects abandoned and legal cases pending in the courts involving the applicant together with the status of the cases may kindly be furnished.
 9. If it is found at the later stage that any information furnished by applicant is incorrect or has suppressed any material fact, the applicant shall be liable to be debarred from tendering/taking up of the work in full or in part. The Institute may verify the particulars furnished by the applicant independently including the inspection of completed works.
 10. The Institute reserves right to reject any or all applications without assigning any reason whatsoever. Mere submission of application does not entitle for qualifying the short listing process.
 11. The short listed /qualified applicants only will be issued tender documents for participating in tender process.”
 12. Criteria of evaluation of Pre Qualification Applications of contractors for short listing for issue of tender documents is as under and minimum qualifying marks will be 60 out of total 100 marks.

Sl. No.	Particulars	Distribution of Marks	Maximum Marks
1	Total average Turnover in last 3 years (2010-11, 2011-12, 2012-13)		15
1.a.	Up to Rs.25 Crore	5	
1.b.	For every additional Rs.5 crore (rounded up to the nearest integer).	2	
2	Value of high quality building works costing over Rs. 12 crore completed/in progress in last 3 years (excluding industrial works and low cost building):		30
2.a	Up to Rs.12 Crore	10	
2.b	For every additional Rs.4 Crore (rounded upto the nearest integer)	1	
3	Bank Solvency		10
3.a	Less than 5 crore	0	
3.b	Rs. 5 – 10 crore	5	
3.c	For every increase of Rs. 1 crore above 10 crore	1	
4	ISO Certification 9001,2008 and 14001		5
4.a	No	0	
4.b	Yes	5	
5.	Self-owned construction equipments		5
6	Age of Establishment		5
6.a	Less than 5 years	0	
6.b	5 - 10 years	1	

6.c	10-15 years	3	
6.d	Over15 years	5	
7	Type of Organization		5
7.a	Sole Proprietor	0	
7.b	Joint Venture / Consortium/Partnership	1	
7.d	Private Ltd.	3	
7.e	Public Ltd.	5	
8	Overall impression based on photographs and data submitted, references, reputation of firm, resource management, work culture, feedback received from the clients and experience of co-coordinating services with architecture.	Discretionary	25
	Total		100

Copies of relevant documents may be attached along with the application.

The applications will be opened on **1st April,2014 at 2.30 pm** at ICSI Head Quarters at Lodi road, New Delhi -110003. The representative of applicant , if wish , may remain present while opening of the same.

**Joint Director (Infrastructure)
The ICSI**