



Centre for Brain Research



An autonomous Centre of the Indian Institute of Science
SID Complex, Indian Institute of Science

Bangalore – 560 012

Ph. No. : +91 2293 3588

E-mail: cbr@iisc.ac.in

Web page : <https://www.cbr.iisc.ac.in>

PRE-QUALIFICATION DOCUMENT

**FOR
SELECTION OF CONTRACTORS**

FOR

**THE CONSTRUCTION OF BUILDING FOR
CENTRE FOR BRAIN RESEARCH AT
INDIAN INSTITUTE OF SCIENCE CAMPUS, BANGALORE**

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SECTION-1

LETTER OF TRANSMITTAL

FROM:-

To,
The Special Officer
Centre for Brain Research
SID Campus
Indian Institute of Science
Bangalore 560 012

Subject: **Submission of Pre-Qualification application for the construction of Building for Centre for Brain Research(CBR) at Indian Institute of Science Campus.**

Sir,

Having examined the details given in Pre-qualification Press Notice and Pre-qualification document for the above work, I/we hereby submit the pre-qualification document and other relevant information.

1. I/we hereby certify that all the statement made and information supplied in the enclosed Forms/Tables and accompanying statement are true and correct.
2. I/we have furnished all information & details necessary for pre-qualification eligibility and have no further pertinent information to supply.
3. I/we authorize Centre for Brain Research to approach individuals, employers firms and corporation to verify our competence and general reputation.
4. I/we undertake and confirm that the eligible similar works have not been got executed through another contractor on back to back basis. Further, if such a violation comes to the notice of CBR, then I/we shall be debarred for tendering in contracts in future for ever. Also if such a violation comes to the notice of CBR, before acceptance of Tender/bid, the bid shall be treated as invalid and shall not be considered.

Date:

Seal of Applicant.

(Signature)

SECTION-2

PART I - GENERAL INSTRUCTIONS AND CONDITIONS

1. PROJECT INTRODUCTION

A state of the Art Brain Research Laboratory is to be established on the identified 1.34 acres part of land in the south east zone of the IISc Campus in Bangalore. The intention is to develop this project on a unique world class facility and one of its kind research facility. The approximate built area will be of 1, 00,000 sq.ft in a configurate basement + ground + 5 stories = 7 story. The facility shall cater to 100 professionals and shall have a minimum of LEED Gold rating. As per the programme, it is envisioned to position the brain bank in the basement. The ground floor of the facility will house the seminar halls, room for Cognitive Evaluation, Cafeteria with a seating capacity of 30, Conference rooms, Vendor lounge and Administrative office. Wet labs, Labs for Clinical Research, Imaging, Genetic and Basic Biology, Informatics and Cognitive Science shall be provided on the first and typical floors above. The total work will involve water & sewerage,HVAC,electric sub-station,treatment plants(as required),roads, boundary wall,rain water harvesting system etc.

Site may be limited for storage/ stacking of materials / T& P/office. Mobilization of resources has to be more and augmented as per site availability to ensure timely completion.

2. SCOPE OF WORK

Building for Centre for Brain Research at the Indian Institute of Science Campus, Bangalore. The estimated cost of the work is Rs. 25 crores (approx.) and the time of completion is 14 months.

3. MINIMUM PRE QUALIFICATION REQUIREMENTS

Intending firms / contractors should satisfy the following criteria:

- a) Should be a class I registered Contractor.
- b) Should have successfully completed at least one multi-storied building with Project value of not less than Rs 25 crores, as a Prime Contractor, in any of the three preceding years. (2016-17, 2015-16, 2014-15)
- c) Should have completed at least one building of similar nature in the last five years. Similar works means a building for scientific/research /hospital with high quality of workmanship etc.
- d) Should have had an annual financial turnover of not less than Rs.50 crores on construction in at least one of the preceding three years(2016-17, 2015-16, 2014-15).
- e) Should not have incurred any loss during the last five years ending 31-03-2017
- f) The firms/contractors who don't have the registered office at Bangalore must have their functional/operational office in Bangalore for at least last two years for their works being done in Bangalore.
- g) Must not have ever been barred by any body from tendering for Public/private projects in India during the last five years.

4. COMPLETED APPLICATION

All completed application forms, supported with prescribed annexures should be submitted in a sealed envelope, clearly marked Confidential and super scribed with the name of the work , along with a non-refundable demand draft of Rs.5000/- (Rupees five thousand only) in favour of Centre for Brain Research, payable at Bangalore and to be submitted to:

CENTRE FOR BRAIN RESEARCH
SID CAMPUS
INDIAN INSTITUTE OF SCIENCE
BANGALORE 560 012.

Documents submitted for pre-qualification are confidential and not returnable.

5. LAST DATE FOR SUBMISSION OF COMPLETED APPLICATIONS

The last date for submission of applications is 15.00 hours on Friday, 13th October 2017 and applications received after that time i.e. 15.00 hours on 13th October 2017 will not be considered/accepted.

6. DATE OF OPENING OF THE APPLICATION

The applications received will be opened at 1530 Hrs. on Friday, 13th October 2017 in presence of intending applicants.

7. VERIFICATION

The Centre for Brain Research reserves the right to enquire, interview, verify the particulars furnished by the applicant, besides obtaining reports in writing which are considered necessary for pre-qualification.

8. DECISION OF THE EMPLOYER

The Centre for Brain Research reserves the right to reject any application without assigning any reason and to restrict the list of pre-qualified contractors to any number deemed suitable by it, if too many applications are received satisfying the basic PQ criteria. The decision of CBR is final and binding. No interim inquiries/correspondence in this regard shall be entertained.

9. PRE-QUALIFICATION EXPENSES

All pre-qualification applications are received on the understanding that the Centre for Brain Research shall not entertain nor be held liable for any claims for expenses incurred by applicants in connection with the pre-qualification exercise.

- 10.** If any information furnished by the applicant is found incorrect at a later stage, he shall be liable to be debarred from tendering/taking up work in the Centre.

11. SUPPORTING DOCUMENTS

The supporting documents must include, but not necessarily limited to the following:

- Copy of Certificate of Registration.
- Copy of registration certificate for GST, works contract tax, PF, ESI, labour license and others related to construction works by Central/State Govt.
- Copy of Annual Report/Statement of Profit and Loss Account certified by chartered accountants together with a certified copy of audited Balance Sheet.
- Copy of completion certificate of similar nature and magnitude's Project.

SECTION - 3
PART II - PREQUALIFICATION APPLICATION FORM
1.0 PARTICULARS/STRUCTURE & ORGANISATION OF THE FIRM/COMPANY

1.1	Name of Firm/Company	
1.2	Address(s): Registered Office: Head Office: Bangalore Office	
1.3	Telephone No : Mobile / Landline(s): Contact Person(s) : Telex No.: Fax No : E-mail :	
1.4	Legal Status of the applicant: Type of Company <i>(Attached copies of original document defining legal status):</i>	(a) An individual (b) A proprietary Firm (c) A Firm in Partnership (d) A Limited Company / Corporation (*Please delete accordingly)
1.5	Particulars of registration with various government bodies (attached attested photocopies) Organization/ place of registration. (1) (2) (3) <i>(Please attach a copy of the Registration Certificate of the Company)</i>	Registration No.
1.6	GST Registration Number & PAN Number, TDS Number	
1.7	Name and Titles of directors and officers with designation to be concerned with this work.	

1.8	Designation of individual authorized to act for the organization.	
1.9	Was the applicant ever required to suspend construction for a period of more than 6 months continuously after the commencement of construction? If so, give the name of the project and reason for suspension of work.	
1.10	Has the applicant or any constituent partner in case of partnership firm ever abandoned the awarded work before its completion? If so, give the name of the project and reason of abandonment.	
1.11	Has the applicant or any constituent partner in case of partnership firm ever debarred/black listed for tendering in any organization at any time? If so, give the details.	
1.12	Has the applicant or any constituent partner in case of partnership firm ever been convicted by a court of law? If so, give details.	
1.13	<i>Any other information considered necessary but not included above.</i>	

Signature of applicant

2.0 FINANCIAL CAPACITY

2.1 Credit Facilities/Overdrafts

Name of Bank	Credit Facilities/Overdrafts

2.2 Financial Standing of the last 3 years (as on 31/3/2017) ;

Length of Establishment	
Shareholder's Fund	

	2016-17	2015-16	2014-15
Authorized Capital			
Paid Up Capital			
Net Worth			
Turnover			
Current Assets			
Current Liabilities			

Note: To attach complete annual reports with corresponding Statement of Profit & Loss Account certified by chartered accountants and a certified copy of the audited Balance Sheet for the last 3 (three) years as on 31-03-2017.

Signature of applicant

2.3 Financial Information

(1) Financial Analysis – Details to be furnished only supported by figures in balance sheet. Profit and loss account for the last 5 years duly certified by Chartered Accountant as submitted by the applicant to the Income Tax Dept. (copies to be attached) years.

		31/3/2017	31/3/2016	31/3/2015	31/3/2014	31/3/2013
(i)	Gross Annual turnover on construction work					
(ii)	Net Profit / Loss after tax					

Signature of applicant

SECTION-4

3.0 PARTICULARS OF PROJECTS COMPLETED DURING THE LAST THREE YEARS. As on 31/03/2017.

3.1 Submit details as per Table A. Also submit details for specialized works

4.0 PARTICULARS OF SIMILAR PROJECTS COMPLETED IN THE LAST THREE YEARS.

4.1 Submit tabulation in the format as per Table B. Also submit details for specialized works

5.0 PARTICULARS OF CURRENT PROJECTS IN PROGRESS/AWARDED

5.1 Submit tabulation in the format as per Table C. Also submit details for specialized works

6.0 PERFORMANCE REPORT FOR THE WORKS GIVEN IN A, B & C.

6.1 Submit the details in Tables D1, D2 and D3, respectively, for A,B & C

7.0 PARTICULARS OF PLANT & MACHINERY TO BE DEPLOYED FOR THIS PROJECT.

7.1 Submit tabulation in the format as per Table E

8.0 PROPOSED ORGANISATION CHART FOR THIS PROJECT

8.1 Submit organization chart as per Table F.

- Attested copies of the letter of award of work and Completion Certificate (where ever completed) should be attached for works given in Tables A, B & C.
- Performance Report should be submitted in the format given for works given in Tables D1, D2 AND D3.

TABLES FOR INFORMATION /ANNEXURE

TABLE A - DETAILS OF MAJOR WORKS COMPLETED DURING THE LAST THREE YEARS ENDING ON 31.03.2017. (SHOULD HAVE ATLEAST ONE WORK COSTING MORE THAN RS. 20 CRORES)

S. No.	Name of work/project and location (Give brief of nature of work)	Owner or sponsoring organization and designation Name of officer signing agreement	Cost of works in crores of rupees Estimated cost put to tender Tendered Cost	Stipulated date of start as per agreement Actual date of start	Stipulated date of completion Actual date of completion	Litigation/ Arbitration Pending / in progress with details*	Name and Address and Phone no. of officer to whom reference maybe made	Give brief reason for delay in execution, if any	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

* Indicates gross amount claimed and amount awarded by arbitrator

Signature of applicant

**TABLE-B: PARTICULARS OF SIMILAR PROJECTS COMPLETED
DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE
LAST FIVE YEARS ENDING ON 31/03/2017**

S . N o .	Name of work/ project and locatio n (Give brief of nature of work)	Owner or sponsori ng organiza tion name and designati on of officer signing agreeme nt	Cost of works in crores of rupees Estima ted cost put to <u>tender</u> Cost	Stipula ted date of start as per <u>agree ment</u> Actual date of start	Stipul ated date of <u>compl etion</u> Actual date of compl etion	Litigat ion/ Arbitr ation Pendi ng in progr ess with detail s*	Name and Addre ss and Phon e no. of officer to whom refere nce mayb e made	Give brief reas on for delay in exec ution, if any	Rem arks
1	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Signature of applicant

TABLE-C: PARTICULARS OF CURRENT MAJOR PROJECTS IN PROGRESS/AWARDED

PARTICULARS OF PROJECTS UNDER EXECUTION OR AWARDED

S. No.	Name of work/project and location (Give brief of nature of work) Role in project (as main contract or or NSC, State name of main contract or)	Name of client Owner or sponsoring organization	Cost of works in crores of rupees Estimated cost <u>put to tender</u> Tendered Cost	Stipulated date of start as per <u>agreement</u> Actual date of start	Stipulated date of completion	Up to date percentage progress of work	Slow progress if any and reasons there of	Name and Address/ Phone no. of officer to whom reference may be made	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

(Signature of the applicant)

TABLE : D

Table D1,D2,D3

FORM OF PERFORMANCE REPORT OF WORKS (REFERED TO IN TABLE 'A' ' B' & 'C')

1. Name of work/Project and location
2. Agreement Number
3. Estimated cost put to tender
4. Tendered Cost
5. Stipulated date of start
6. Date of completion
 - c) Stipulated date of completion
 - d) Actual date of completion
16. Amount of compensation levied for delayed completion, if any
17. Amount of reduced rate items, if any
18. Performance of work
 - a) Quality of work - very good/ good/ fair/ poor
 - b) Financial soundness - --do--
 - c) Technical proficiency - --do—
 - d) Resourcefulness - --do—
 - e) General Behaviour - -- do—

Dated :

- to be signed by Executive Engineer in case of Government Department
- General Manager in case of Public Sector Undertaking
- Owner in case of Private

TABLE E – LIST/DETAILS OF PLANT & EQUIPMENT LIKELY TO BE DEPLOYED/USED ON THE PROJECT (Different list for different specialized & normal works)

S.no	Name of equipment	Capacity / specification	Age	Condition	Quantity	Ownership Status			Current Location	Remarks
						Personally owned	Leased	To be purchased		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

Signature of applicant

TABLE-F: PROPOSED ORGANISATION CHART FOR THIS PROJECT

DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THE WORK

S. No.	Designation	Total number	Numbers available for this work	Names	Qualification	Professional experience and details of work carried out	How these would be involved in this work	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Signature of Applicant

SECTION 5

APPENDIX 1 : Confidentiality Agreement

The contractor submitting the Pre-qualification Application for Construction of CBR Building has to fill in the detail which may contain or involve information, which CBR considers confidential, trade secret, proprietary and/or sensitive.

In order to proceed, please acknowledge that you will regard and preserve as confidential, all information of CBR, as well as customers and Consultants which is disclosed to, or otherwise obtained by you in whatever form, in connection with this matter. You agree to receive and maintain all such information in trust and confidence, and you will not, without first obtaining written consent, disclose to any person, company or enterprise, or use for your own benefit or the benefit of others (directly or indirectly), any such information. At any time and upon our request, you agree to either return or destroy the originals (and all copies) of such information, documents and/or materials, which are in your possession or under your control.

It should be emphasized that proceeding in this manner does not and will not create, convey or transfer any interest or rights and should not be construed to create a contractual relationship or otherwise obligate either party beyond the terms of this letter. Information will not be considered confidential, trade secret, proprietary or sensitive only to the extent that it is or becomes publicly available through no wrongful act of yours, or if you rightfully receive it from a third party, without restriction.

Please acknowledge your understanding and agreement with the contents of this Confidentiality Agreement by signing and returning this document with your proposal.

Accepted and Agreed To: On behalf Contractor / Firm (Applicant)

Signature with date	
Name & Designation	
Date:	

SECTION-6
INFORMATION AND INSTRUCTIONS FOR APPLICANTS

1. General:

- 1.1 Letter of Transmittal Section-1 and Forms/Tables for deciding eligibility for Prequalification are given in Section-3.
- 1.2 All Information called for in the enclosed forms should be furnished against the relevant columns in the Forms / tables. If for any reason information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "N" or "No" Such Case entry should be made in that column. If any particular/query is not applicable in case of the applicants, it should be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear forms or making any change in the furnished forms / tables or deliberately suppressing the information may result in the applicant being summarily disqualified.
- 1.3 The application should be type written and each page signed.
- 1.4 Overwriting should be avoided. Correction if any should be made by neatly crossing out, initialing, dating, and rewriting. Pages of the Pre-qualification document are numbered. Additional sheets if any added by the contractor should also be numbered by him. They should be submitted as a package with signed letter of transmittal.
- 1.5 References information and certificates from the respective clients certifying suitability, technical know how or capability of the applicant should be signed by an officer not below the rank of Executive Engineer or equivalent in case of Govt. Dept / G.M. for Public Sector undertaking and owner in case of Private Company.
- 1.6 The applicant may furnish any additional information which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. No information shall be entertained after submission of Pre-qualification document unless it is called for by CBR.
- 1.7 Any information furnished by the applicant found to be incorrect immediately or at a later date would render him liable to be debarred from tendering / taking up of work in the Institutions.
- 1.8 The pre-qualification document in prescribed form duly completed and signed should be submitted in a sealed cover. The sealed cover super scribed "Pre-Qualification document for Construction of CBR Building", shall be received by the Special Officer or his authorized

representative up to 3.00 p.m. on Friday, 13th October 2017.
Documents submitted in connection with pre qualification will be treated confidential and will not be returned.

- 1.9 Prospective applicants may request clarifications of the Project requirements and Pre-qualification document in writing. No request for clarification will be considered after 4th October 2017

2. Definitions

- 2.1 In this document the following words and expressions have the meaning hereby assigned to them
- 2.2 C B R means the Centre for Brain Research, SID Complex, Indian Institute of Science, Bangalore 560 012
- 2.3 Applicant means the individual, proprietary firm, partnership firm, limited company, private public corporation.
- 2.4 Year means Financial Year?unless stated otherwise

3. Method of Application

- 3.1 If the applicant is an individual, the application shall be signed by him above his full type written name and current address
- 3.2 If the applicant is a proprietary firm the application shall be signed by the proprietor above his full type-written name and the full name of his firm with its current address.
- 3.3 If the applicant is a firm in Partnership, the application shall be signed by all the partners of the firm above their full type written names and current addresses or alternatively by a partner holding Power of Attorney for the firm. In the later case a certified copy of the Power of Attorney should accompany the application. In both cases a certified copy of partnership deed and current address of all the partners of the firm should accompany the application.
- 3.4 If the applicant is a limited company or a corporation, the application shall be signed by a duly authorized person holding Power of Attorney for signing the application accompanied by a copy of the Power of Attorney. The applicant should also furnish a copy of the Memorandum of Articles of Association duly attested by a Public Notary.

4. Final Decision Making Authority

The CBR reserves the right to accept or reject any application and to anul the Pre-qualification process and reject all applications at any time, without assigning any reason or incurring any liability to the applicants.

5. Particulars Provisional

The particulars of the work given are Provisional. They are liable to change and must be considered only as advance information to assist the applicant.

6. Site Visit

The applicant is advised to visit the site of work at his own cost and examine it and its surroundings to collect all information that he considers necessary for proper assessment of the prospective assignment. The applicant has to work in the area available since other agencies are also working and may have to mobilize his resources accordingly to complete the work in time.

7. Initial Criteria for eligibility

- 7.1 The applicant should satisfy the minimum prequalification requirements in the General Instructions and Conditions.
- 7.2 The applicant should own construction Equipment as per list required for the proper and timely execution of the work. Else he should certify that he would be able to manage the equipment by hiring etc and submit the list of firms from whom he proposes to hire.
- 7.3 The applicant should have sufficient number of Tech and Admin employees for the Proper execution of the contract. The applicant should submit a list of those employees stating clearly how these would be involved in the work.
- 7.4 The applicants Performance for each work completed in the last five years and in hand should be certified by an officer not below the rank of Ex. Engg. in case of Govt. Dept / G.M for Public Sector and owner in Private. It should be obtained in Sector cover.

8. Evaluation criteria for Pre-qualification

- 8.1 For the purpose of Pre-qualification applicants will be evaluated in the following manner
 - 8.1.1 The initial criteria prescribed in Para 7.1 to 7.4 above in respect of on presence of similar class of works be scrutinized and applicants eligibility for Pre-qualification for the work be determined.

8.1.2 The applicants qualifying the initial criteria / minimum Pre-qualification requirements will be evaluated for following criteria by scoring methods on the basis of details furnished by them:

- (a) Financial strength (Section-2) Maximum 20 marks
- (b) Experience in similar nature of work during last three years (Table A/B/C) --Do--
- (c) Performance of Works (Table D1/D2/D3) Maximum 20 marks
Time
- (d) Performance of Works (Table D1/D2/D3) Maximum 15 marks
Quality
- (f) Plant & Machinery (Table E) Maximum 15 marks
- (e) Personnel Deployment (Table F) Maximum 10 marks

To pre-quality the applicant must secure at least 70% marks in criteria (a) & (b) above, (i.e. Financial Strength & Experience in works of similar nature & quality of works), 60% in each of the other criteria and 70% in aggregate.

8.2 Even though an applicant may satisfy the above requirements he would be liable to disqualification if he has:

- (a) Made misleading or false declaration or deliberately suppressed the information in his tables, statements and enclosures required in the Pre-qualification documents.
- (b) Record of poor performance such as abandoning work not properly completing the contract or financial failures / weaknesses etc.

9. Organization Information

Applicant is required to submit the following information in respect of his organization.

- (a) Name and postal address, Telephone, Fax, E-mail etc.
- (b) Copies of original documents defining the legal status, place of Registration and Principal places of business.
- (c) Names and titles of Director and officers to be concerned with the work with designation of individuals authorized to act for the organization.
- (d) Information on any litigation in which the applicant was involved during the last Five Years, including current litigation .

- (e) Authorization for employer to seek detailed references.
- (f) Number of Technical and Admn. Personnel / Employees in Parent Company, Subsidiary Company and how these would be involved in this work.

10. Construction Plan and Equipment

Details of any other Plants and Equipment required for the work (not included) in the list and available with the applicant may also be indicated.

11. Letter of Transmittal

The applicant should submit the letter of transmittal attached with Pre-qualification documents

12. Tender Submission

After evaluation of Pre-qualification applications a list of qualified agencies will be prepared. Thereafter pre-qualified agencies only would be invited to submit tenders for the work.

13.1 Award Criteria

The CBR reserves the right, without being liable for any damages or obligation to inform the applicant to:

- (a) Amend the scope and value of contract
- (b) Reject any or all of the application without assigning any reason
- (c) Restrict the number of pre-qualified contractors to any number deemed suitable by it.

13.2 Any effort on the part of the applicant or his agent to exercise influence or to pressurize the Centre would result in rejection of the application. Canvassing of any kind is prohibited.