



**MMRC**

**MUMBAI METRO RAIL CORPORATION LTD.  
MUMBAI METRO LINE - 3  
(COLABA-BANDRA-SEEPZ)**

**TENDER DOCUMENT**

**Name of Work : Appointment of event management agency for Providing and Erecting Mandap and providing Chairs, Tables, Sofa's, Podium, Carpet, Tee-poys, Chemical Toilets & erecting of stage, Platform, Gate, Barricading, Railing, Cloth Partition, Flower Decoration, providing A.C., AC Cabin (Octagon), VIP Sofa, Traffic sign boards, Tutariwala, Tree Bouquet, Hostesses, Catering including drinking water arrangement and erecting a Minimum structure complete with necessary electrical, aesthetic lighting, sound system arrangement etc. including and event management complete for inaugural function of MMRCL for MML-3.**

**Tender Ref. No. : MMRC/Planning/NIT/EMA/2024/01**

# MUMBAI METRO RAIL CORPORATION LTD. (MMRCL)

## NOTICE INVITING e-TENDER

Ref. No. MMRC/Planning/NIT/EMA/2024/01

Date: 09.09.2024

Percentage Rate online e-tenders are invited through the NIC CPP e-tendering portal by Director (Planning) MMRCL, Mumbai, Maharashtra-400051, Ph- 02269061312 (Bid Manager) on behalf of Managing Director , MMRCL, MUMBAI from eligible Agencies who fulfill the Qualification criteria in One Bid System for the work of "Appointment of event management agency for Providing and Erecting Mandap and providing Chairs, Tables, Sofa's, Podium, Carpet, Tee-poys, Chemical Toilets & erecting of stage, Platform, Gate, Barricading, Railing, Cloth Partition, Flower Decoration, providing A.C., AC Cabin (Octagon), VIP Sofa, Traffic sign boards, Tutariwala, Tree Bouquet, Hostesses, Catering including drinking water arrangement and erecting a Minimum structure complete with necessary electrical, aesthetic lighting, sound system arrangement etc. including and event management complete for inaugural function of MMRCL for MML-3." at an estimated cost of ₹ 4,87,62,005.00/- (excluding GST) only with stipulated period for date of event.

Name of Work and Location	Appointment of event management agency for Providing and Erecting Mandap and providing Chairs, Tables, Sofa's, Podium, Carpet, Tee-poys, Chemical Toilets & erecting of stage, Platform, Gate, Barricading, Railing, Cloth Partition, Flower Decoration, providing A.C., AC Cabin (Octagon), VIP Sofa, Traffic sign boards, Tutariwala, Tree Bouquet, Hostesses, Catering including drinking water arrangement and erecting a Minimum structure complete with necessary electrical, aesthetic lighting, sound system arrangement etc. including and event management complete for inaugural function of MMRCL for MML-3. at MMR region.
Description of Work	Appointment of event management agency for Providing and Erecting Mandap and providing Chairs, Tables, Sofa's, Podium, Carpet, Tee-poys, Chemical Toilets & erecting of stage, Platform, Gate, Barricading, Railing, Cloth Partition, Flower Decoration, providing A.C., AC Cabin (Octagon), VIP Sofa, Traffic sign boards, Tutariwala, Tree Bouquet, Hostesses, Catering including drinking water arrangement and erecting a Minimum structure complete with necessary electrical, aesthetic lighting, sound system arrangement etc. including and event management complete for inaugural function of MMRCL for MML-3.
Estimated Cost	₹ 4,87,62,005.00/- (Excluding GST)
Earnest Money Deposit	₹ 4,87,620.00/-

Performance Guarantee	5% of the Awarded Contract Value
Contract Period	12 months (including monsoon)
Last date and time of submission of bid	14.09.2024 up to 1840 hrs.
Date and Time of Bid Opening	16.09.2024 at 1100 hrs
Bids shall be submitted online only at CPP website	<a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>
Addendum & Corrigendum, if any will be issued only on website	<a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> & <a href="http://www.mmrcl.com">www.mmrcl.com</a>

The tendering process is online at CPP-portal URL address <https://etenders.gov.in/eprocure/app>. Prospective Tenderers may download and go through the tender document.

Prospective Tenderers are advised to register themselves at CPP-portal, obtain 'Login ID' and 'Password' and go through the instructions available in the Home Page after log in to the CPP-portal <https://etenders.gov.in/eprocure/app>. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days' time.

**MMRCL Helpdesk:**

In case of any queries, Bidders may contact MMRC's e-tendering service desk at Mr. Pravin Ambulgekar (Email:- [pravin.ambulgekar@mmrcl.com](mailto:pravin.ambulgekar@mmrcl.com), Mob:- +918552856333)

Ms. Sushmita Kapadnis (Email:- [cppspsupport@mmrcl.com](mailto:cppspsupport@mmrcl.com), Mob:- +919579367223)

**CPP Helpdesk:**

For any technical related queries please call at 24 x 7 Help Desk Number:

0120-4001 002, 0120-4001 005, 0120-6277 787

International Bidders are requested to prefix +91 as country code

**E-Mail Support:**

For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority

Technical - [support-eproc\(at\)nic\(dot\)in](mailto:support-eproc@nic(dot)in)

Policy Related - [cpps-doe\(at\)nic\(dot\)in](mailto:cpps-doe@nic(dot)in)

**There will be no tender processing fees.**

**Earnest Money Deposit (EMD) of ₹ 4,87,620.00 (Rupees Four Lakhs Forty-Three Thousand Three Hundred Seventy-Three only) will be required to be paid online**

on

<b>Beneficiary</b>	<b>MUMBAI METRO RAIL CORPORATION LIMITED</b>
<b>Bank Name</b>	<b>STATE BANK OF INDIA</b>
<b>Current A/C no</b>	<b>35160137534</b>
<b>IFSC Code</b>	<b>SBIN0000300</b>
<b>Branch</b>	<b>MUMBAI MAIN BRANCH</b>

Account details of bidder on company's letter head to be uploaded online for return of EMD

1. Following 01 envelopes shall be submitted through online at CPP-portal by the tenderer as per the following schedule: -

**CRITICAL DATA SHEET (Tentative)**

Publishing Date	Date 09.09.2024 from 1800 hrs.
Bid Document Download / Sale Start Date	Date 09.09.2024 from 1800 hrs.
Bid Submission Start Date	Date 09.09.2024 from 1800 hrs.
Bid Submission End Date	Date 14.09.2024 upto 1840 hrs.
Bid Opening Date	Date 16.09.2024 at 1100 hrs.

**Technical Capabilities/Criteria: The Bidders who fulfil the following requirements shall be eligible to apply-**

**Envelope (Technical Bid, Qualification and the Financial e-Bid through CPP portal): - Bid containing following:**

- A. Technical Bid** containing the following: -
- i) Scanned copy of Tender Acceptance Letter on Bidder's Letter Head.
  - ii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number and Receipt of EMD paid & Account details of bidder on company's letter head for return of EMD amount.
  - iii) Scanned copy of 'Undertaking' regarding Blacklisting/ Debarment on Bidder's Letter Head.
  - iv) Scanned copy of Form- A - details of similar works completed during last five years with completion certificate issued by client.
  - v) Scanned copy of Form- B - Financial Information.
  - vi) Scanned copy of Form- C – Solvency.

- vii) Bidder shall submit scanned copy of 'Undertaking' on Company's Letter Head that "I/ We will deploy sufficient machinery as per the requirement of work in consultation with the Engineer-in-Charge (E-I-C) to achieve the milestones/targets and overall completion within the time period".
- viii) Valid PWD Electrical Contractor License in the name of bidder.
- ix) The bidder shall provide attested copy of Shop Act License.

**B. Qualifying requirements of Agencies / tenderers** containing the following:

- a) Experienced bidders shall have successfully completed similar works during last Five (5) years ending last day of month previous to the one in which applications are invited should be either of the following.
  - i. Three similar (\*) works each costing not less than 40% of the Estimated Cost put to tender.
 

Or
  - ii. Two similar (\*) works each costing not less than 50% of the Estimated Cost put to tender.
 

Or
  - iii. One similar (\*) work costing not less than 80% of the Estimated Cost put to tender.
- (\*) **"The similar kind of V.V.I.P Event in presence Hon'ble Prime Minister/ Hon'ble Chief Minister work towards the Inauguration function work for Providing and Erecting mandap and other related items as mentioned in the name of work under separate single work order in Govt./ Semi Govt./ Non Govt. Organisation" shall be treated as a similar work.**

**Financial Capabilities/Criteria:**

- i) Should have had an average annual financial turnover of not less than 30% of the Estimated Cost put to tender during the three financial years ending 31st March 2024. (Scanned copy of Certificate from CA to be uploaded)
- ii) Should not have incurred any loss during the last three years ending 31st March 2024.
- iii) The bidder should have a solvency of 40% of the estimated cost put to tender (Scanned copy of original solvency to be uploaded) for the current financial year.

**The Financial e-Bid through CPP portal.**

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the tenderers. Tenderers are required to download the BOQ file, open it and complete the blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the tenderer). No other cells should be changed. Once the details have

been completed, the tenderer should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the tenderer, the bid will be rejected.

**2. Refund of EMD**

EMD amount of the rejected bidders will be refunded to their source account after submission of Technical / Financial evaluation report on CPP portal by bid Manager.

**3. Bid Submission: -**

The tenderer shall submit their application only at CPP Portal: <https://etenders.gov.in/eprocure/app>. Tenderer/Agency are advised to follow the instructions provided in the tender document for online submission of bids. Tenderers are required to upload the digitally signed file of scanned documents as per Para 2. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing the size of the scanned document.

Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

**4.** Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

**5.** Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <http://etenders.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with MMRCL.

**6. Bids Opening Process is as below: -**

**Envelope (Technical bid, Qualification and Financial bid):**

Envelope containing documents as per Para 2 (A) and (B) (uploaded by the tenderers) shall be opened on date & time mentioned in CRITICAL DATA SHEET. If the bidder has any query related to the Bid Document of the work, they should use 'Seek Clarification' on CPP portal to seek clarifications. No other means of communication in this regard shall be entertained.

If any clarification is needed from the tenderer about the deficiency in his uploaded documents in the Envelope, he will be asked to provide it through CPP portal, if required. The tenderer shall upload the requisite clarification/documents within time specified by MMRCL, failing which it shall be presumed that bidder does not have anything to submit and bid shall be evaluated accordingly.

The intimation regarding acceptance/rejection of their bids will be intimated to the tenderers through CPP portal.

**(Financial Bid):**

Containing financial bid of the tenderers found to be meeting the technical criteria and qualifying requirements shall be opened on date & time mentioned in CRITICAL DATA SHEET.

7. MMRCL reserves the right to accept or reject any or all applications without assigning any reasons. MMRCL also reserves the right to call off the tender process at any stage without assigning any reason.

MMRCL reserve the right to disallow the working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/ Temporary/ Permanent debarment /blacklisting by any department of MMRCL or central/State Govt. Depts. /PSUs/World Bank/ADB etc.

8. MMRCL reserves the right to verify the credential submitted by the tenderer at any stage (before or after the award of the work). If at any stage, any information /documents submitted by the applicant is found to be incorrect/false or have some discrepancy which disqualifies the tenderer then MMRCL shall take the following action:

- a) Forfeit the entire amount of EMD submitted by the tenderer.
- b) The tenderer shall be liable for debarment from tendering in MMRCL, including termination of the contract apart from any other appropriate contractual/legal action.

9. Joint Bids /Joint ventures/Consortium are not accepted.

10. Concessions to Indian Micro & small Enterprises (MSEs) units registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and handloom etc. to be given as per provision of public procurement policy for MSEs order 2012 with up-to-date amendments, shall be applicable for tenders of supply/services and shall not be extended to construction work.

11. Tenderers must submit Unique Document Identification Number (UDIN) generated documents like Balance Sheet / Turnover certificate, Working Capital Certificate (works done during last 5 financial years & works in hand), Net worth Certificate, Tax Deduction at Source (TDS) Certificates for Non- Govt. works etc. as per NIT conditions duly certified by CA and having UDIN. The documents submitted by bidders without UDIN shall not be entertained.

12. The bidder shall have one of the offices at Mumbai Metropolitan Region.

13. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed.

14. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity, access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents.
15. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of local conditions and other factors having a bearing on the execution of the work.
16. The bid for the works shall remain open for acceptance for a period of 120 days from the date of opening of bids. If any bidder withdraws his bid before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to the department, then the MMRCL shall, without prejudice to any other right or remedy, be at liberty to forfeit the earnest money as aforesaid. Further, the bidders shall not be allowed to participate in the rebidding process of the work.
17. The lowest Agency will have to submit the rate analysis of all major items if called for.
18. Bidder should upload scanned attested photocopies of all documents on above mentioned CPP portal & produce in original on request by MMRC at any stage from e-Tender opening.
19. Awarded Agency shall have to submit signed copy of tender manually to the department.
20. Validity period of the offer of the Agency will be 120 days from the date of submission of the financial bid of the e-Tender.
21. Bidder to submit their work plan, details methodology to be adopted for this work.
22. In case any discrepancy is noticed between the documents issued and submitted, then the bid submitted shall become invalid and the MMRCL shall, without prejudice to any other right or remedy, be at liberty to forfeit the earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the retendering process of the work.
23. The last date of bid submission shall be (As per and technical bid shall be opened on "as per **CRITICAL DATA SHEET**").
24. The lowest bidder shall be responsible for immediately executing, completing the work as per specifications.



The agreement shall be signed with the successful tenderer on prescribed format which is enclosed at **Annexure-IX**.

- 25.** The Agency whose bid is accepted will be required to furnish performance guarantee of 5% (Five Percent) of the Accepted Contract amount excluding GST within the period specified in General Conditions of Contract. This guarantee shall be in the form of E-Bank Guarantee / Bank Guarantee or Demand Draft of any Scheduled commercial Bank. In case the Agency fails to deposit the said performance guarantee within the period specified in General conditions of Contract, including the extended period if any, the Earnest Money deposited by the Agency shall be forfeited automatically without any notice to the Agency. The Agency whose bid is accepted will also be required to furnish either copy of applicable licenses / registrations or proof of applying for obtaining labour licenses, registration with EPFO, ESIC and BOCW Welfare Board including provident Fund code No. if applicable and also ensure the compliance of aforesaid provisions by the Sub-Agency's, if any.
- 26.** Canvassing, whether directly or indirectly, in connection with tenderers is strictly prohibited and the tenders submitted by the Agency's who resort to canvassing will be liable to rejection.
- 27.** The Agency shall not be permitted to tender for works in the MMRCL responsible for award and execution of contracts, in which his near relative is posted as an officer in any capacity of any grades. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in the MMRCL or in the Ministry of Urban Development, Maharashtra. Any breach of this condition by the Agency would render him liable to be removed from the approved list of Agency's of this Department.
- 28.** MMRCL reserves the right to disallow the working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/Temporary or Permanent debarment/blacklisting by any department of MMRCL or Central /State Govt. Depts./PSUs/World Bank/ ADB etc.
- 29.** MMRCL does not bind to accept the lowest or any other tender and reserves the authority to reject any or all the tenders received without the assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is out forth by the tenderer shall be summarily rejected.
- 30.** MMRCL reserves to himself /herself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the percentage rates quoted.
- 31.** MMRC reserves the right to verify financial transaction of Agency in his Bank / Financial Institutions. Agency should give authority to that effect along with his accounts number and Bank/ Financial institution name & address. Any changes / modification may be communicated to MMRC immediately.
- 32.** The successful bidder shall carry out the necessary surveys of the site required for above work before starting the work.

**33.** Conditional Tender shall not be accepted.

**Sd/-  
Director (Planning)  
For and on behalf of  
Mumbai Metro Rail Corporation Ltd.**