

**AGCC-02-** Design and Construction of Tunnel from start of underground ramp (near Fatehabad Road Metro station) to end of ramp after RBS college Metro station including seven underground metro stations (viz. Taj Mahal, Agra Fort, Jama Masjid, S.N. Medical college, Agra college, Raja ki Mandi and RBS college) including Architectural finishes, E&M, TVS, ECS etc. on Corridor-1 of Agra MRTS Project at Agra, Uttar Pradesh, India.

## NOTICE INVITING TENDER (NIT)

### 1.1 GENERAL

#### 1.1.1 NAME OF WORK:

Uttar Pradesh Metro Rail Corporation (UPMRC) Ltd. invites Open e-tenders on International Competitive Basis (ICB) from eligible applicants from all countries and all areas, who fulfill qualification criteria as stipulated in clause 1.1.4 of NIT, for the work "**AGCC-02 (Applied for EIB loan): Design and Construction of Tunnel from start of underground ramp (near Fatehabad Road Metro station) to end of ramp after RBS college Metro station including seven underground metro stations (viz. Taj Mahal, Agra Fort, Jama Masjid, S.N. Medical college, Agra college, Raja ki Mandi and RBS college) including Architectural finishes, E&M, TVS, ECS etc. on Corridor-1 of Agra MRTS Project at Agra, Uttar Pradesh, India.**

The brief scope of the work and site information is provided in ITT Clause A1 & Employer's Requirements (Volume –3).

#### 1.1.2 KEY DETAILS:

Approximate cost of work	<b>INR 2200.00 Crores</b>
Tender Security amount	Tenderers shall upload scanned copy of Undertaking for Tender Security Declaration as per Annexure-7 of ITT at the time of online bid submission. If Undertaking for Tender Security Declaration is not submitted or is not in prescribed format then such bids shall be considered ineligible and summarily rejected.
Completion period of the Work	<b>48 months</b>
Tender documents on sale	From <b>05.08.2021</b> (from 10:00 hrs) to <b>12.10.2021</b> (up to 1530 hrs) on e-tendering website <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> . Tender documents can only be obtained online on the website <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> .
Cost of Tender documents	<b>INR 23,600/- (inclusive of 18% GST)</b> Non-Refundable (Payment of tender document cost/tender fee is to be made only by RTGS, NEFT & IMPS. No other mode of payment will be accepted. The details of bank account of UPMRC are mentioned below. The tenderers are required to upload scanned copies of transaction of payment of tender document cost/tender fee including e-receipt (clearly indicating <b>UTR No. &amp; tender reference</b> i.e. <b>AGCC-02</b> must be entered in the remarks at the time of online transaction of payment, failing which payment may not be considered) at the time of online bid submission). (Copy of GST registration no. to be provided along with Tender document cost/ tender fee, if applicable)

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	<p><b>Name of the Bank</b> - HDFC Bank  <b>Banks Address</b> - HDFC Bank Ltd, Tekari Chambers  Ashok Marg, Lucknow  <b>Account Name</b> - UPMRCL (Agra Project)  <b>Account No.</b> - 50100301966491  <b>IFSC code</b> - HDFC0001267</p>
Last date of Seeking Clarification	<p><b>06.09.2021</b></p> <p>Tenderers to note that seeking clarification on the tender shall be done by sending it on e-tendering portal only. Seeking clarification by e-mail or post will not be considered.</p> <p>Queries/clarifications from Tenderers after due date and time shall not be acknowledged.</p>
Pre-bid Meeting	<p><b>10.09.2021 @15:00 Hrs</b></p> <p>The Pre-bid meeting shall be conducted through video conferencing by software apps such as Google Meet, Microsoft Team etc. All prospective Tenderers who have made online payment towards the cost of tender document shall have to provide the details of the person(s) (maximum up to two) who will be participating in such virtual meeting at least one day before the meeting (latest by <b>1500</b> hrs on <b>09.09.2021</b> to the registered official email of UPMRC i.e. <a href="mailto:cecontract@upmrcl.co.in">cecontract@upmrcl.co.in</a> along with scanned copy of transaction of payment of tender cost / tender fee, including e-receipt (clearly indicating <b>UTR No.</b> and <b>tender reference</b> i.e. <b>AGCC-02</b>, so that links having details such as software, meeting ID, password etc. can be mailed to these persons at least 12 hours before the scheduled virtual pre- bid meeting.</p>
Last date of issuing addendum	<b>20.09.2021</b>
Date & time of Submission of Tender	Tender submission start date: <b>05.10.2021</b> (10:00 hrs). Tender submission end date: <b>12.10.2021</b> (15:30 hrs).
Date & time of opening of Tender	<b>13.10.2021 @ 15:30 Hrs.</b>
Authority and place for seeking clarifications etc.  Place of Pre Bid Meeting	<p><b>Chief Engineer (Contract),</b>  Uttar Pradesh Metro Rail Corporation,  Administrative Building,  Vipin Khand, Gomti Nagar,  Near Dr. Bhimrao Ambedkar Samajik Parivartan  Sthal, Lucknow-226010, Uttar Pradesh, India  <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a></p>

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Any clarification/corrigendum/addendum to the tender documents shall be uploaded on the official e-portal only, without any obligation of press notification.

For further details, please visit official e-portal <https://etenders.gov.in/eprocure/app>.

For any additional information & help for downloading & uploading, please contact e-tendering service desk at the following ID: support-eproc@nic.in or at Toll Free No.: (91)120-4001002, (91)120-4001005, (91)120-6277787.

### **1.1.3 SOURCE OF FUNDS:**

UPMRC has applied for Loan from multilateral funding agency (EIB) hereinafter- called "Funding Agency" towards the part cost of the Project, and intends to apply a portion of the proceeds of the loans to payments under this contract. Disbursement of the loans will be subject, in all respects, to the terms and conditions of the Loan Agreements, including the disbursement procedures and the applicable procurement guidelines of EIB. ([http://www.eib.org/attachments/strategies/guide\\_to\\_procurement\\_en.pdf](http://www.eib.org/attachments/strategies/guide_to_procurement_en.pdf)). No party other than UPMRC shall derive any rights from the Loan Agreement or have any claim to loan proceeds. The above Loan Agreement will cover only a part of the project cost. The remaining portion shall be financed through equity participation by the Government of India and Government of Uttar Pradesh and other appropriate means.

### **1.1.4 QUALIFICATION CRITERIA:**

**1.1.4.1 Eligible Applicants: A Tenderer may be from any country and all areas either a single entity or combination of entities in the form of a joint venture or consortium under an existing agreement.** Please refer Clause A3 of ITT (which under its sub-clause A3.10 also includes requirements/stipulations regarding (a) Lead Partner of JV/Consortium (b) Non Substantial Partners (c) Requirement for members of JV /Consortium (d) Change in JV /Consortium (e) Participation by Subsidiary Company or Parent Company with credentials of Parent or Subsidiary Company).

#### **1.1.4.2 Minimum Eligibility Criteria:**

**A. Work Experience: For a Joint Venture / Consortium to qualify, each of its substantial partners (i.e. having at least 20% participation in JV/Consortium) must have experience of executing at least one Civil and/or E&M and/or TVS & ECS work of minimum 10% of NIT value in last 07 years. The tenderer shall submit documentary evidence for the same. Non-substantial partner/s (i.e. having less than 20% participation in JV/Consortium) shall meet the work experience criterion prescribed under A.2 and/or A.3 below.**

The tenderers will be qualified only if they satisfy the criteria **as given in para A.1, A.2 and A.3** below (during last Seven years ending **31.07.2021**):

#### **A.1: Work experience of "similar work"\***

(i) At least one "**similar work**" \* of value of **Rs. 1562.00 Crores** or more **and** at least one underground metro station (having plan area of at least 3500sqm) in urban environment if not included in this work.

**OR**

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(ii) Two “similar works” \* each of value **Rs. 976.00 Crores** or more **and** at least one underground metro station (having plan area of at least 3500sqm) in urban environment if not included in these works.

**OR**

(iii) Three “similar works” \* each of value **Rs. 781.00 Crores** or more **and** at least one underground metro station (having plan area of at least 3500sqm) in urban environment if not included in these works.

- In case of JV/Consortium the work of tunnel & station may be by different partners also.
- Tenderer (or at least one member in case of JV/Consortium) should have carried out at least one “similar work” \* of value **Rs. 781.00 Crores** or more in India or in a country outside their own country.

**\*“Similar Work/s” for this contract shall be work of civil construction in infrastructure projects. Also, at least one of the “Similar Work” executed by the tenderer shall include the work of construction of Tunnel by shield TBM in urban environment with finished internal diameter of more than 5.0 meter with or without underground metro station in urban environment.**

- The tenderer should have minimum experience of having constructed a **total of minimum of 2.5 km of tunnel length** by shield TBM in urban environment (In case of twin tunnel each tunnel shall be counted as a separate Tunnel for calculation of length of tunnel) with finished internal dia. of more than 5.0 m (including completed portion of ongoing works) as a part of “Similar Works” mentioned above.

**A.2: Work experience of “E&M Works”-**

E&M work of value **Rs. 50.00 Crores** or more in not more than 2 works for Detailed Engineering, Supply, Installation, Testing and commissioning of Electrical and Mechanical system including Fire and Hydraulic system for Metro Rail / Railway / Airport / Infrastructure projects / Commercial Projects / Industrial plants.

- Tenderer (or at least one member in case of JV/Consortium) should have carried out atleast one of the above work of value **Rs. 25.00 Crores** or more in India or in a country outside their own country.
- In case the tenderer does not have the experience for “Detailed Engineering” as required above, specialist vendor/designer shall be engaged by the tenderer (in case work is awarded to him) with prior approval of employer for meeting the requirement of this clause. Prior approval for specialist vendor/designer proposed to be engaged for BMS work of “E&M” shall also be obtained from employer in case work is awarded to the tenderer.

**A.3: Work experience of “ECS & TVS work”-**

ECS and/or TVS work of value **Rs. 50.00 Crores** or more in not more than 2 works for Design verification, Detailed Engineering, Supply, Installation, Testing and Commissioning of Environment Control System (ECS) / Tunnel Ventilation System (TVS) for Metro Rail / Railway / Airport / Infrastructure projects / Commercial Projects.

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- Tenderer (or at least one member in case of JV/Consortium) should have carried out atleast one of the above work of value **Rs. 25 Crores** or more in India or in a country outside their own country.
- In case the tenderer does not have the experience for "Design Verification" and/or "Detailed Engineering" as required above, specialist vendor/designer shall be engaged by the tenderer (in case work is awarded to him) with prior approval of employer for meeting the requirement of this clause.

**Notes:**

- The tenderer shall submit details of work to be considered for qualification of work experience criteria as per the Proforma given in **Annexure-1**. Documentary proof such as completion certificates from client clearly indicating the nature/scope of work, actual completion cost and actual date of completion for such work should be submitted. **The offers submitted without this documentary proof shall not be evaluated.** In case the work is executed for private client, copy of work order, bill of quantities, bill wise details of payment received certified by C.A(Chartered Accountant), T.D.S (Tax Deducted at Source) certificates for all payments received and copy of final/last bill paid by client shall be submitted.
- Value of successfully completed portion of any ongoing work up to **31.07.2021** will also be considered for qualification of work experience criteria.
- For completed works, value of work done shall be updated to **31.07.2021** price level assuming 5% inflation for Indian Rupees every year and 2% for foreign currency portions per year. **Selling rate of exchange at the close of business of the State Bank of India on the day twenty-eight days before the latest date of Tender Submittal shall be considered for calculating equivalent value in INR.**
- In case of joint venture / Consortium, full value the work, if done by the same joint venture or any of members of the Joint Venture shall be considered. However, if the work done by them in any other JV/consortium, value of work as per his percentage participation in that JV shall be considered.
- Criterion for work experience for "similar work", construction of u/g station by cut & cover method and tunnelling by shield TBM (Para A.1) shall be satisfied by the tenderer himself (i.e. a single entity/JV/Consortium.)
- Criterion for work experience for "E&M works" (Para A.2) and/or "ECS & TVS works" (Para A.3) shall be satisfied by the tenderer himself **or non-substantial partners or a subcontractor. The non-substantial partners / sub-contractor /s shall meet the work experience criterion prescribed under A.2 and/or A.3 above.**
- The tenderer can propose **maximum of 2 nos. subcontractor/s each for "E&M works" and "ECS & TVS works"** and mention the same in proforma given in Appendix I of Annexure 4 of ITT.
- Subcontractor/s proposed for "E&M works" and "ECS & TVS work" may be the same or different.
- A JV partner can participate in only one of the bidding JV/Consortium while a subcontractor for "E&M"/ "ECS & TVS" can participate with different/ multiple

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Tenderers.

- **In case the tenderer cites a work experience which includes both “E&M works” and “ECS & TVS works”, the breakup of the two will be clearly indicated in Annexure-1 of NIT.**

**B. - Financial Standing:** The tenderers will be qualified only if they have minimum financial capabilities as below:

**(i) T1 – Liquidity:** The tenderer must have liquidity equal to cash flow requirement of value **Rs. 69.71 Crores** for the contract.

- a) The liquidity shall be ascertained from Net Working Capital {Current Assets – (current liabilities + provisions)} as per latest audited balance sheet and/or from the Banking reference(s).
- b) Banking reference(s) should contain in clear terms the amount that the Bank will be in a position to lend for this work to the applicant/member of the Joint Venture/Consortium. In case the Net Working Capital (as seen from the Balance Sheet) is negative, only the Banking reference(s) will be considered, otherwise the aggregate of the Net Working Capital and submitted Banking reference(s) will be considered for working out the Liquidity.
- c) The Banking references should be from a Scheduled Commercial Bank in India or from an International Bank of repute (in case of foreign vendors) acceptable to employer as **per standard proforma provided in NIT as Annexure 4** and it should not be more than 3 months old as on the date of submission of bids
- d) In Case of JV: - Requirement of working capital is to be distributed between members as per their percentage participation and every member should satisfy the requirement for his portion.

Example: Let member-1 has percentage participation=M and member-2 has percentage participation=N. If minimum working capital required is 'W' then working capital of member-1  $\geq \frac{(W \cdot M)}{100}$  and working capital of member-2  $\geq \frac{(W \cdot N)}{100}$

- e) In case the applicant is a Joint Venture/Consortium and if Banking Reference is issued by the bank in favour of the Joint Venture/Consortium for this contract, then it will be considered for the tenderer and if the Banking reference(s) is issued in favour of any member of JV/Consortium it will be considered only for that member.

**(ii) T2 - Deleted**

**(iii) T3 - Net Worth:** Net Worth of tenderer should be positive in last Two audited financial years.

**In Case of JV/Consortium-** Each member of the JV should have positive Net Worth in the last Two financial years.

**(iv) T4 - Annual Turnover:** The average annual turnover **from construction** in last five financial years should be  **$\geq$ Rs. 390.40 Crores.**

The average annual turnover of JV/Consortium will be based on percentage participation of each member.

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**Example:** Let Member-1 has percentage participation = M and Member- 2 has = N.  
Let the average annual turnover of Member-1 is 'A' and that of Member-2 is 'B',  
then the average annual turnover of JV will be = (AM+BN)/100

**Notes:**

- Financial data for latest last five audited financial years has to be submitted by the tenderer in **Annexure-2** of NIT along with audited balance sheets. The financial data in the prescribed format shall be certified by the Independent Financial Auditor (Statutory Auditor) of the company appointed under the Company Act or by a Chartered Accountant with his stamp and signature in original. In case any discrepancy in data is found between the balance sheet and the financial information submitted, the data as available in the balance sheet will be considered. In case audited balance sheet of the last financial year is not made available by the tenderer he has to submit an affidavit certifying that 'the balance sheet has actually not been audited so far'. In such a case the financial data of previous '4' audited financial years will be taken into consideration for evaluation. **If audited balance sheet of any other year than the last year is not submitted, the tender may be considered as non-responsive.**
- Where a work is undertaken by a group, only that portion of the contract which is undertaken by the concerned applicant/member should be indicated and the remaining done by the other members of the group be excluded. This is to be substantiated with documentary evidence.

**1.1.4.3 Bid Capacity Criteria:**

**Bid Capacity:** The tenderers will be qualified only if their available bid capacity is more than the approximate cost of work as per NIT. Available bid capacity will be calculated based on the following formula:

$$\text{Available Bid Capacity} = 2 * A * N - B$$

Where,

A = Maximum of the value of **construction works** executed in any one year during the last five financial years (updated to **31.07.2021** price level assuming 5% inflation for Indian Rupees every year and 2% for foreign currency portions per year).

N = No. of years prescribed for completion of the work

B = Value of existing commitments (**as on 31.07.2021**) for on-going construction works during period of **48 months w.e.f. 01.08.2021**.

In the case of a group, the above formula will be applied to each member to the extent of his proposed participation in the execution of the work.

**Example for calculation of bid capacity in case of JV / Consortium / Group**

Suppose there are 'P' and 'Q' members of the JV / Consortium / Group with their participation in the JV / Consortium / Group as 70% and 30% respectively and available bid capacity of these members as per above formula individually works out 'X' and 'Y' respectively, then Bid Capacity of JV / Consortium / Group shall be as under:

$$\text{Bid Capacity of the JV / Consortium / Group} = 0.7X + 0.3Y$$

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**Notes:**

- Financial data for latest last five financial years has to be submitted by the tenderer in **Annexure-3A** along with audited financial statements. The financial data in the prescribed format shall be certified by the Independent Financial Auditor (Statutory Auditor) of the company appointed under the Company Act or by a Chartered Accountant with his stamp and signature in original. In case any discrepancy in data is found between the balance sheet and the financial information submitted, the data as available in the balance sheet will be considered.
- Value of existing commitments for on-going construction works during period of **48 months** w.e.f. **01.08.2021** has to be submitted by the tenderer in **Annexure-3B**. These data shall be certified by Independent Financial Auditor (Statutory Auditor) of the company appointed under the Company Act or by a Chartered Accountant with his stamp and signature in original

**1.1.4.4** The tender submission of tenderers, who do not qualify the minimum eligibility criteria & bid capacity criteria stipulated in the clauses 1.1.4.2 to 1.1.4.3 above, shall not be considered for further evaluation and therefore rejected. If the tenderer fails to meet the eligibility and qualification criteria, then further scrutiny of other technical parameters will not be done and Financial Proposals of such Tenderers shall not be opened.

The mere fact that the tenderer is qualified as mentioned in sub clause 1.1.4.2 to 1.1.4.3 shall not imply that his bid shall automatically be accepted. The same should contain all technical data as required for consideration of tender prescribed in the ITT. Technical proposals meeting the Technical requirement and found substantially responsive only will be qualified for opening of their Financial Proposal.

**1.1.4.5 Minimum Key Staff requirement –**

**A. Civil Works including Tunnel, Underground Stations, ramps, architectural finishes etc.**

**a) Project Manager** – having minimum 20 years of total experience out of which 10 years should be in projects of similar nature.

**b) Deputy Project Manager (DPM) Station (2 nos.)** - having minimum 15 years of total experience out of which 8 years should be in projects of Under Ground Metro Construction.

**c) Deputy Project Manager (DPM) Tunnel** - having minimum 15 years of total experience out of which 8 years should be in tunnelling.

**d) Station In-Charge (one for each station)** - having minimum 8 years of total experience out of which 3 years should be in projects of Under Ground Metro Station Construction.

**e) Chief Safety Manager** – As per the qualification and experience given in General Instruction – 2 of employer SHE manual.

**f) Chief Quality Manager** – having minimum 15 years of total experience out of which 5 years should be in projects of Metro Construction.

**g) Electrical Utility Engineer-** having minimum 10 years of total experience out of which 5 years should be for Electrical utility diversion works related to Metro



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Construction.

**B. For E&M and ECS & TVS work,**

**a) Deputy Project Manager (E&M) -** having minimum 10 years of total experience out of which 2 years should be in E&M work of Metro Station.

**b) Deputy Project Manager (ECS & TVS)-** having minimum 10years of total experience out of which 2 years should be in ECS & TVS work of Metro Stations.

**c) Station In-Charge (one for each station) -** having minimum 8 years of total experience out of which 2 years should be in projects of E&M / ECS&TVS of Metro station.

**d) Safety Manager –** As per the qualification and experience given in General Instruction – 2 of employer SHE manual.

**NOTE: CVs of above Key Personals shall be submitted in a format that suitably illustrates the Qualifications and Work Experience of Key Personal proposed to be deployed. Indicative proforma for submission of CVs is placed as Annexure – 5 of NIT.**

**1.1.5 The Tender documents consist of:**

**Volume 1**

Notice Inviting Tender  
Instructions to Tenderers (including Annexures)  
Form of Tender (including Appendices)

**Volume 2**

General Conditions of Contracts  
Special Conditions of Contract (including Schedules): Part 1: for Civil works (including Tunnel, Underground Stations, Cut & Cover, Ramps, Architectural Finishes etc.)  
Special Conditions of Contract (including Schedules): Part 2: for E&M and ECS &TVS etc.

**Volume 3**

Employer's Requirements – General (Part 1: Civil, Part 2: E&M, TVS, ECS etc.)  
Employer's Requirements – Functional (Part 1: Civil, Part 2: E&M, TVS, ECS etc.)  
Employer's Requirements – Design (Civil)  
Employer's Requirements – Construction (Civil)  
Employer's Requirements – Appendices

**Volume 4**

Outline Design Specifications (Civil)

**Volume 5**

Outline Construction Specifications (Civil)

**Volume 6**

Tender Drawings (Part 1: Civil, Part 2: E&M, TVS, ECS etc.)

**Volume 7**

Bill of Quantities

**Volume 8**

Condition of Contract on Safety, Health & Environment (SHE)

**Volume 9**

Reference Document - Geotechnical Report

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- 1.1.6 The contract shall be governed by the documents listed in para 1.1.5 above along with latest edition of CPWD Specification, IRS Specifications & MORTH Specifications. These may be purchased separately from the market by the tenderer.
- 1.1.7 The tenderers may obtain further information/ clarification, if any, in respect of these tender documents from the office of Chief Engineer (Contract), Uttar Pradesh Metro Rail Corporation, Administrative Building, Vipin Khand, Gomti Nagar, Near Dr. Bhimrao Ambedkar Samajik Parivartan Sthal, Lucknow-226010.
- 1.1.8 All tenderers are hereby cautioned that tenders containing any material deviation or reservations as described in Clause E4 of "Instructions to Tenderers" and/or minor deviation without quoting the cost of withdrawal shall be considered as non-responsive and is liable to be rejected.
- 1.1.9 The intending tenderers must be registered on e-tendering portal <https://etenders.gov.in/eprocure/app>. Those who are not registered on the e-tendering portal shall be required to get registered beforehand. After registration, the tenderer will get user id and password. On login, tenderer can participate in tendering process and can witness various activities of the process. Instructions for online bid submission is attached as **Annexure A** to NIT.
- 1.1.10 The authorized signatory of intending tenderer, as per Power of Attorney (POA), must have valid Class-II or Class-III digital signature. The tender document can only be downloaded or uploaded using Class-II or Class-III digital signature. However, the tenderer shall upload their tender on <https://etenders.gov.in/eprocure/app> using class-II or class-III digital signature of the authorized signatory only.
- 1.1.11 Tender submissions shall be done online on <https://etenders.gov.in/eprocure/app> after uploading the mandatory scanned documents towards cost of tender documents such as scanned copies of transaction of payment i.e. RTGS, NEFT & IMPS and scanned copy of Undertaking for Tender Security Declaration towards Tender Security (and other documents as stated in the tender document. Instructions for on-line bid submission are furnished hereinafter.
- 1.1.12 Submission of Tenders shall be closed on e-tendering website of employer at the date & time of submission prescribed in NIT after which no tender shall be accepted. It shall be the responsibility of the tenderer to ensure that his tender is submitted online on e-tendering website <https://etenders.gov.in/eprocure/app> before the deadline of submission. The Employer shall not be responsible for any delay, difficulties and/or inaccessibility of the downloading and/or uploading facility from the e-procurement portal for any reason whatsoever.
- 1.1.13 Late tenders (received after date and time of submission of bid) shall not be accepted under any circumstances.
- 1.1.14 Tenders shall be valid for a period of **180 days** from the date of submission of Tenders and shall be accompanied with a tender security of the requisite amount as per Clause C18.1 of ITT.
- 1.1.15 The Tender procedure will be carried out in line with EIB's Guide to Procurement:

**AGCC-02-** Design and Construction of Tunnel from start of underground ramp (near Fatehabad Road Metro station) to end of ramp after RBS college Metro station including seven underground metro stations (viz. Taj Mahal, Agra Fort, Jama Masjid, S.N. Medical college, Agra college, Raja ki Mandi and RBS college) including Architectural finishes, E&M, TVS, ECS etc. on Corridor-1 of Agra MRTS Project at Agra, Uttar Pradesh, India.

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[http://www.eib.org/attachments/strategies/guide\\_to\\_procurement\\_en.pdf](http://www.eib.org/attachments/strategies/guide_to_procurement_en.pdf).

- 1.1.16** Employer reserves the right to accept or reject any or all proposals without assigning any reasons. No tenderer shall have any cause of action or claim against the Employer for rejection of his proposal.
- 1.1.17** . Tenderers are requested to visit the e-tendering portal <https://etenders.gov.in/e procure/app> regularly for any Employer's issued clarification, addendum, corrigendum and/or due date extension.
- 1.1.18** Employer will award the Contract to the Tenderers whose Tender has been determined to be substantially responsive and compliant to the requirements contained in the Tender Documents and who has offered the Lowest Evaluated Reasonable Tender Price. Variant bids are not allowed.
- 1.1.19** Any suit or application, arising out of any dispute or differences on account of this tender shall be filed in a competent court at Lucknow, Uttar Pradesh only and no other court or any other district of the country shall have any jurisdiction in the matter.

**Chief Engineer (Contract)**

**Uttar Pradesh Metro Rail Corporation**

**AGCC-02-** Design and Construction of Tunnel from start of underground ramp (near Fatehabad Road Metro station) to end of ramp after RBS college Metro station including seven underground metro stations (viz. Taj Mahal, Agra Fort, Jama Masjid, S.N. Medical college, Agra college, Raja ki Mandi and RBS college) including Architectural finishes, E&M, TVS, ECS etc. on Corridor-1 of Agra MRTS Project at Agra, Uttar Pradesh, India.

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## Annexure A

### Instructions for Online Bid Submission

The tenderers are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the tenderers in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

<https://etenders.gov.in/eprocure/app>.

#### **REGISTRATION**

- 1) Tenderers are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>) by clicking on the link "**Online tenderers Enrolment**" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the tenderers will be required to choose a unique username and assign a password for their accounts.
- 3) Tenderers are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the tenderers will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage), with their profile. Digital Signature Certificate (DSC) must be obtained from any Certifying Authority empanelled with the Controller of Certifying Authority of India (e.g. Sify / nCode / eMudhra etc.), details of which are available on e-procurement portal under the link "Information about DSC". Issuance of Digital Signature Certificate may take at least seven to ten business days, which may extend up to twenty-one business days in case of foreign applicants. Procedure for obtaining Digital Signature Certificate (DSC) by foreign applicants is available on e-procurement portal under the link "Downloads". Tenderers are advised to plan their time accordingly and the Employer shall bear no responsibility for accepting tenders which are delayed due to non-issuance or delay in issuance of such Digital Signature Certificates.
- 5) Only one valid DSC should be registered by a tenderer. Please note that the tenderer are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Tenderer then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.
- 7) The Tenderers may report to the Employer by emailing to [cecontract@upmrc.co.in](mailto:cecontract@upmrc.co.in), if they have problem with in obtaining Digital Signature Certificate or in case of any restrictions related to debarment on the portal
- 8) Instructions for entering complaint/suggestion: The grievances or suggestions can be entered from the Home Page of the Central Public Procurement Portal (<https://eprocure.gov.in/cppp>).
- 9) For further information and any assistance in this regard Tenderers are advised to contact e-procurement helpdesk by either:
  - a. emailing to support-eproc@nic.in
  - b. phoning 0120-4200 462, 0120-4001 002/5, 0120-6277787

International tenderer are requested to prefix +91 as country code

**AGCC-02-** Design and Construction of Tunnel from start of underground ramp (near Fatehabad Road Metro station) to end of ramp after RBS college Metro station including seven underground metro stations (viz. Taj Mahal, Agra Fort, Jama Masjid, S.N. Medical college, Agra college, Raja ki Mandi and RBS college) including Architectural finishes, E&M, TVS, ECS etc. on Corridor-1 of Agra MRTS Project at Agra, Uttar Pradesh, India.

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### **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate tenderer to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the tenderer may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the tenderer have selected the tenders they are interested in; they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to alert the tenderer through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The tenderer should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### **PREPARATION OF BIDS**

- 1) Tenderer should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Tenderer, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats.
- 4) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Tenderer has to ensure that size of each file does not exceed 40 MB before uploading.
- 5) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the tenderer. Tenderer can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

### **SUBMISSION OF BIDS**

- 1) Tenderer should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Tenderer will be responsible for any delay due to other issues.
- 2) The tenderer has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Tenderer has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.

**AGCC-02-** Design and Construction of Tunnel from start of underground ramp (near Fatehabad Road Metro station) to end of ramp after RBS college Metro station including seven underground metro stations (viz. Taj Mahal, Agra Fort, Jama Masjid, S.N. Medical college, Agra college, Raja ki Mandi and RBS college) including Architectural finishes, E&M, TVS, ECS etc. on Corridor-1 of Agra MRTS Project at Agra, Uttar Pradesh, India.

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- 4) Tenderer should upload the scanned copy of Undertaking for Tender Security Declaration as per the instructions specified in the tender document. Otherwise the uploaded bid will be rejected.
- 5) Tenderer are requested to note that they should necessarily submit their financial bids 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 tenderer. Tenderer are required to download the BOQ file, open it and complete the coloured (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.
- 6) The server time (which is displayed on the tenderers' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the tenderers, opening of bids etc. The tenderers should follow this time during bid submission.
- 7) All the documents being submitted by the tenderers would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.
- 11) The Tenderer whosoever is submitting the tender by his digital signature certificate shall invariably upload the scan copy of the authority letter with the tender submission.

#### **ASSISTANCE TO TENDERERS**

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Help desk.
- 3) For any Technical queries related to Operation of the Central Public Procurement Portal Contact at :

Tel: The 24 x 7 Help Desk Number 0120-4200 462, 0120-4001 002/5, 0120-6277787.

E-Mail: support-eproc@nic.in

International tenderers are requested to prefix +91 as country code.