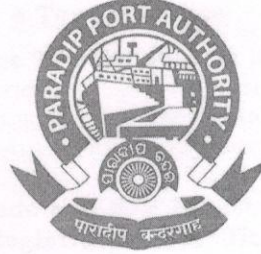


PARADIP PORT AUTHORITY



ENGINEERING DEPARTMENT (E&CM DIVISION)

TENDER CALL NOTICE NO: CE/E&CM/ACCTS-13/26/96

Annual maintenance to the garden of Officer's Club & Ladies Club along with providing assistance in various works under E & CM Division in Engineering Department on job work basis for the year (2026-27)

TENDER DOCUMENT FOR e-Tendering
Office of E&CM Division,
Engineering Department,
Paradip Port Authority,
Ground Floor, Administrative Building,
Post: Paradip – 754142,
Dist: Jagatsinghpur (Odisha).

Tele phone:
Mob: (0) 9437081402
E-mail: tnarayanam@paradiport.gov.in

T. Narayanam
06.08.26

[Signature]
6/8/26

**PARADIP PORT AUTHORITY
ENGINEERING DEPARTMENT
E&CM DIVISION**

No.: CE/E&CM/Accts-13/26/96

Date: 06.08.2026

e-Tender Notice

(1) e-Tenders are invited in **Single Stage Two Bid System** in **percentage basis** for the following work on behalf of Paradip Port Authority from the experienced Bidders meeting the pre-qualifying criteria through on-line bidding on the website <https://eprocure.gov.in/eprocure/app> having Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA), Govt. of India and which can be traced up to the chain of Authority to the Root Certificate of CCA.

(2) (a) The bidder should have **ESI Code and EPF Registration Certificate**.

(b) The bidder should have **GST Registration Certificate**.

(c) The bidder should have **PAN Card & I. Tax Return of preceding three years**.

(3) The bidders may submit bids for the following works.

Description of work	Estimated Cost of work (in Rs.)	Earnest Money Deposit (in Rs.)	Cost of Tender Document (in Rs.)	Period of Completion
1	2	3	4	5
Annual maintenance to the garden of Officer's Club & ladies Club along with providing assistance in various works under E & CM Division in Engineering Department on job work basis for the year (2026-27)	Rs.53,27,409.20 (Excluding GST)	Rs.1,06,548/- (exemption to those who have valid NSIC/MSME)	Rs.1,000/- (exemption to those who have valid NSIC/MSME)	12 (Twelve) Months

Scope of work: Supply of High skilled, skilled, semi-skilled & un-skilled manpower for providing assistance, maintenance of gardens, supply of sweet earth, cow dung manure, fertilizers, T&P, seeds & seedlings etc. as per BOQ.

N.B-The bidder who will quote below zero percentage shall not be considered for evaluation and the bid shall be rejected.

N.B.:(i) The bidder must quote his rate duly considering the clause no. 41 of 'Special Conditions of Contract' (Page 68-69).

(i) The bidder who has been Blacklisted/Terminated/Debarred in any other organization as well as PPA shall not be considered for bid evaluation. In this regard, the self declaration shall be submitted by the bidder while bidding.

(ii) The bidder shall upload the documentary evidence for Sl. No. 2(a), (b) & (c) above along with the Technical Bid.

(iii) The deposit of cost of Tender Fee and E.M.D by the participating bidder will be made by National Electronic Fund Transfer (NEFT)/Real Time Gross Settlement (RTGS) only to the Account mentioned as at 4.1(B) (Bid Information). A self signed copy of acknowledgement for cost of Tender Fee & EMD must be uploaded along with the Technical Bid. (OR)

Any Firm registered with National Small Industries Corporation Ltd. (NSIC), Micro & Small Enterprises, 2012 to all MSEs registered with District Industries Centers (DIC)/Khadi & Village Industries Commission (KVIC)/Khadi & Village Industries Board (KVIB)/Cair Board/Directorate of Handicrafts and Handloom or any other body specified by Ministry of Micro, Small & Medium Enterprises (MSME)/ Udyog Aadhar Memorandum (UAM), irrespective of relevance of the product category shall be exempted towards deposit of EMD and Tender Fee for the subject tender. Such registration certificate must be uploaded by the bidder along with the Technical Bid failing which the tender shall not be considered

The bidder shall upload the experience certificate for completed similar work(s) having Schedule Date of Commencement & Completion, Actual Date of Completion, Contract Value, Actual Executed Value etc. In addition to this, Bidder should upload the Work Order(s) & Bill of Quantity(ies) in respect of the completed similar work(s), Contact address of the organization/ Contact person with Mobile No., Landline No., FAX No., Postal Address etc. who has issued such certificate(s).

Bidders to note that the clauses for EMD, Security Deposit and Retention Money depicted in the information to the bidders supersede the corresponding clauses in Conditions of Contract(Civil Works,2004)

The Bidder must go through the "Special Terms and Conditions of Tenderers (Preference to Make in India)" at **Page-70 to 76** of the tender document before bidding and fill up all the Annexure as per format.

The bidder, at the time of bidding shall be obliged to indicate the percentage (%) of Local Content & provide self certification as per the format enclosed as Annexure-V.

4. **TIME SCHEDULE OF TENDER:**

Sl. No.	Particulars	Date	Time
1	Tender e-Publication date	06.08.2026	18:00 Hrs.
2	(a) Document download start date	06.08.2026	18:00 Hrs.
	(b) Document download end date	19.08.2026	18:00 Hrs.
3	(a) Start date for seeking Clarification on-line	---	--
	(b) Last date for seeking Clarification on-line	---	--
4.	Date of Pre-Bid meeting & Site visit	--	--
5.	Date of uploading response to Clarifications sought	--	--
6.	(a) Bid Submission start date	06.08.2026	18:00 Hrs.
	(b) Bid Submission end date	19.08.2026	18:00 Hrs.
7.	Tender Opening Date.	20.08.2026	11:30 Hrs.

4.1 **CONTRACT DATA**

(A) **GENERAL INFORMATION:**

SL.No.	Item	Details
1	Name of the work	Annual maintenance to the garden of Officer's Club & ladies Club along with providing assistance in various works under E & CM Division in Engineering Department on job work basis for the year (2026-27)
2	Employer	Paradip Port Authority
3	Employer's Representative	Executive Engineer, E&CM Division, Paradip Port Authority
4	Superintending Engineer	SE(T), Paradip Port Authority
5	Accepting Authority	Dy. Chairman, PPA / Chief Engineer, PPA
6	Executing Authority	Executive Engineer, E & CM, PPA
7	Estimated Cost put to tender	Rs. 53,27,409.20

(B) **BID INFORMATION:**

8	Intended completion period/Time period assigned for completion	(12) Twelve Months
9	Last Date & Time of submission of Bid	Date: 19.08.2026 Time: 18:00Hrs
10	Date of opening	20.08.2026 at 11.30Hrs.
11	Cost of the Tender Document	
	Amount	Rs.1,000/-
	Through NEFT/RTGS and A/c. details	Account No : 0254104000169615 In favour of : Paradip Port Authority Type of Account : SAVING Branch : IDBI Bank Ltd , Paradip. IFSC : IBKL0000254
12	Earnest Money Deposit	
	Amount	Rs. 1,06,548/-
	Through NEFT/RTGS and A/c. details	Account No : 0254104000169615 In favour of : Paradip Port Authority Type of Account : SAVING Branch : IDBI Bank Ltd , Paradip. IFSC : IBKL0000254
13	Bid validity period	06 (Six) months (180 Days) from the date of opening of the bid.
14	Currency of Contract	Indian Rupee
15	Language of contract	English

5. **Bidders with the following eligibility criteria only may participate:**
5.1 **Financial Criteria:**

Average Annual Turnover during the last three financial years ending with **March' 2025** should not be less than **Rs.15,98,223/-** (Scanned copy of the original Turnover Certificate from Chartered Accountant along with audited balance sheets with Profit & Loss account statement shall be uploaded in proof of turnover).

- 5.2 **Similar work executed criteria:**

Scanned copy of original experience certificate of having successful completion of similar type of work(s) during the last 07 (Seven) years ending last day of month previous to the one in which applications are invited should either of the followings:

- (a) Three similar completed works each costing not less than **Rs.21,30,964/- (Excluding GST)**
(OR)
(b) Two similar completed works each costing not less than **Rs.26,63,705/- (Excluding GST)**
(OR)
(c) One similar completed work costing not less than **Rs.42,61,927/- (Excluding GST)**

N.B.:(1) Similar work in this case shall be defined as successfully completion of General Civil engineering works or supply of man power works.

(2) Scanned copy of Original TDS Certificate must be uploaded along with Technical Bid, if the work certificate from any Private Organization is submitted for the above purpose. The TDS amount deducted in respect of the claimed similar completed work(s) executed by the bidder should be certified by a Chartered Accountant with UDIN.

6. Bid documents consisting of e-Tender Notice, Information to Bidders for e-procurement, General Conditions of Contract (GCC), Special Conditions of Contract (SCC), Technical Specifications & Bill of Quantity (BOQ) in prescribed .xls format and the set of terms and conditions of contract and tender details can be seen in the website: <https://eprocure.gov.in/eprocure/app>.

7. (a) For effecting the Bid, the online Bidder shall deposit **the cost of Tender Document, EMD** should separately to the A/C mentioned at 4.1(B) (Bid Information) through National Electronic Fund Transfer (**NEFT**) / Real Time Gross Settlement (**RTGS**) and obtain the acknowledgement of the said transaction. A self signed copy of these acknowledgements should be uploaded by the Bidder while submitting the tender in respect of documents regarding cost of Tender Document, EMD and mandatory deposit as a part of EASD, (if any).

The Bidder should ensure that the transaction shall be within stipulated bidding period for that tender. No previous dues of the bidder shall be adjusted towards the above transaction of cost of Tender Document, EMD and mandatory deposit as a part of EASD (if any). The bidder shall not use the same transaction in more than one tender. Otherwise his bid will be rejected.

The account from which the cost of Tender Document, EMD and mandatory deposit as a part of EASD (if any) will be deposited should be in the name of Contractor/authorized person of the firm who have digitally signed the bid. Refund of EMD/ mandatory deposit as a part of EASD (if any) in respect of unsuccessful bidders will also be made to that specific account of the bidder.

(b) The exemption towards cost of Tender Document and EMD fee shall be considered from the bidders those who have registered with NSIC (National Small Industries Corporation) / MSE (Micro and Small Enterprises 2012) registered with District Industries Centre (DIC) / KVIC (Khadi & Village Industries Commission) / KVIB (Khadi & Village Industries Board) / COIR Board / MOMSME (Ministry of Micro, Small and Medium Enterprises) / UAM (Udyog Adhar Memorandum). Such registration certificate must be uploaded by the bidder along with the Technical Bid failing which the tender shall not be considered.

(c) A standard form of refund of EMD/EASD is available in the tender documents under heading "APPENDICES", so as to facilitate the bidder for applying refund of EMD/EASD. Refund

- of EMD/EASD in respect of unsuccessful bidders will only be made to that account from which was deposited by the Bidder.
8. The Bid documents will be available in the website: <https://eprocure.gov.in/eprocure/app> from **06.08.2026 to 19.08.2026 up to 18:00 Hours for online bidding.**
 9. The bidder must possess compatible Digital Signature Certificate (DSC) of Class-II or Class-III.
 10. All Bids are to be submitted online on the Website <https://eprocure.gov.in/eprocure/app> No Bid shall be accepted off-line. The Bids shall be received **only "on line" on or before 19.08.2026 up to 18:00 Hours.**
 11. The copies of the **EPF & ESI Registration, GST Registration, PAN card** etc. should be uploaded by the Bidder while submitting the Tender.
 12. In the e-Tender System, after uploading the Bid; the bidder not to send any documents (Hard copy) to the Tender inviting Authority before opening of Technical Bid (in case of Two Stage Bid). After opening of the Bid, the Authenticity of the uploaded documents as per requirement of the e-Tender document will be verified by the Tender Inviting Authority.
 13. After evaluation of bid, all the bidders will get the information regarding their eligibility/pre-qualification on website. Thereafter, a system generated e-mail confirmation will be sent to all successful bidders. The bidders can check the same from the portal.
 14. The Price-bid of the successful bidders (qualified in Technical-bid) will be decrypted and opened on-line, on the scheduled date and after the pre-scheduled time by the *Bid Openers* with their Digital Signature Certificate (DSC). **The bidders can view bid opening remotely on their personalized dash board under "Bid Opening (Live)" link.** The bidders will get the information regarding the status of their financial bid and ranking of bidders on website.
 15. **Extra Additional Security Deposit (EASD) wherever applicable will be collected from the successful bidder along with the Initial Security Deposit (ISD) after issuing the Letter of Intent (LOI).** Back-out from the offer by the participating bidder after opening of Technical Bid (in case of two stage bid) or price bid (in case of single stage bid) OR non deposit of EASD by the successful bidder will liable for forfeiture of EMD and suitable action shall be taken up against the bidder as per decision of competent authority of PPA. EASD may be accepted in from of Demand Draft, Bankers Cheque, Electronic Bank Guarantee (e-BG) in favour of Paradip Port Authority and must be drawn on any scheduled bank located at Paradip. The Beneficiary Details for e-BG is given in Appendix-II.
 - (i) The delay condonation will be for a period of 15(Fifteen) Days beyond scheduled date as mentioned in Letter of Intent (LOI), at the written request of the Contractor on genuine grounds acceptable to Port with an additional security deposit/e-BG of 5% over the original (as per LOI) security deposit/e-BG value.
 - (ii) The above period can be further extended for another 15(Fifteen) days at the written request of the contractor on genuine grounds acceptable to Port with an additional security deposit/e-BG of 10% over the original (as per LOI) security deposit/e-BG value in addition to the above 5% (i.e total 15% extra)
 - (iii) If the contractor fails to deposit ISD/EASD/PSD even within the extended period of 30 (Thirty) days after the scheduled date as mentioned in Letter of Intent (LOI), the bid of the bidder shall be summarily rejected and the bidder will be debarred from participating PPA tenders for a period of 02 (Two) years apart from forfeiting the tender EMD. In case of MSME/NSIC Bidders, as there is no EMD, MSME/NSIC Authority will be informed for necessary action at their end.
 16. If there is a tie between two or more bidders for deciding the L-1 Offer then the designated Tender Committee will finalize the tender by a transparent lottery system through video recording in presence of the L-1 bidders or their authorized representatives. Even if any or all L-1 bidders or their authorized representatives fail to be present at scheduled date and time of lottery, duly informed to them, the lottery system shall be carried out by the committee to finalize the L-1 bidder.
 17. Other details can be seen in the bidding documents.
 18. The authority will not be held responsible for any technical snag or network failure during on-line bidding. It is the bidder's responsibility to comply with the system requirement i.e. hardware, software and internet connectivity at bidder's premises to access the e-Tender website. Under any circumstances, PPA shall not be liable to the bidders for any direct/indirect loss or damages incurred by them arising out of incorrect use of the e-Tender system or internet connectivity failures.
 19. The authority reserves the right to reject any or all tenders without assigning any reasons thereof and shall also not be bound to accept the lowest tender.
 20. Bidder are advised to visit the site of work prior to submission of their bid. Bidder shall get himself thoroughly familiarized with the site conditions, existing road facilities for carrying

materials etc before submission of the e-tender. He may contact the Executive Engineer, EE, E&CM Division or his authorized representative at his office at Administrative Building, Paradip Port Authority, Dist – Jagatsingpur, Odisha -754142. In this regard. Non compliance of the same will in no way relieve the successful bidder of any of his obligations in performing the work in accordance with this Bid Document within the quoted price.

21. The Authorities are not bound to accept the lowest or any tender and reserves the right to accept a tender in full or in part and / or reject a tender in full or in part without assigning any reason thereof.

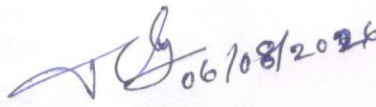
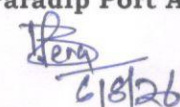
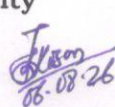
22. **VALIDITY:**

The Tender shall remain open for acceptance for a period of six months (180 days) from the date of opening of techno commercial bid. If before expiry of this validity period, the bidder amends his quoted rates or tender, making them unacceptable to the Authorities and / or withdraws his tender, the Earnest Money deposited shall be liable to forfeiture at the option of the Authorities / sanctioning authority.

23. The bidder who will quote below zero percentage shall not be considered for evaluation and the bid shall be rejected.

24. The bill of supplier of goods/services will be paid only after filing of GSTR-1 and reflection of the same under the GSTIN of PPA in the GST portal.

25. **Bidders to note that any shortfall documents or clarifications sought by PPA as per Clause No. 9.8 of ITB shall be uploaded within the system specified timeline in the e-procurement portal, failing which the bid shall liable to be rejected.**


Executive Engineer
E&CM Division
Paradip Port Authority

21/8/26

26.08.26

- C.C. to: 1. CE, PPA for favour of kind information.
2. Dy. CE, PPA/ SE (T), PPA for favour of kind information.
3. EDP cell, PPA for information & necessary action for wide publication in the website portal as per norms.
4. Sr. Commandant, CISF, Paradip Port/ Notice Board.
5. Asst. Executive Engineer/AE /Superintendent /Auditors of E&CM, PPA for information.