 <b>MAHARASHTRA NATURAL GAS LIMITED</b>	<b>REPLY TO BIDDERS QUERIES AGAINST TENDER FOR RATE CONTRACT FOR THE PERIOD OF 2 YEARS FOR HIRING OF CONSTRUCTION SUPERVISION AGENCY FOR CGD NETWORK OF MNGL, PUNE</b> <b>Bid No.: MNGL/C&amp;P/2017-18/113</b>
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Date: 08.02.2018

Replies to Queries of the Bidders


**SUB: Replies to queries of the bidders for Tender for rate contract for the period of 2 years for hiring of Construction Supervision Agency (CSA) for CGD Network of MNGL, Pune**

REF: Bid Document No. MNGL/C&P/2017-18/113 dated 16.01.2018 & Addendum- I dated 05.02.2018


Dear Sir,

Following are the replies to queries of the bidders. Kindly note the same.

Sr. No.	Bidder's Query / Clarification	MNGL' Reply
	<b>Commercial:</b>	
1	Extension of bid due date	<b>Due date of submission of bid is extended upto 17.02.2018, 15:00 hours.</b>
2	Right of Termination : We would request MNGL to give us right to terminate contract by serving 07 days advance notice.	Tender condition prevails
3	Is getting labour license under CLRA (Contract Labour Regulation & Abolition) Act mandatory for undertaking work from MNGL. If yes, kindly note that as per Labour Law OT at the rate of double of normal wages rates needs to be paid to engineers. What is MNGL's mechanism to monitor and ensure that bidder winning contract is following this Law?	<p>Getting labour license under CLRA (Contract Labour Regulation &amp; Abolition) Act is mandatory as per the requirement of Law.</p> <p>Also note the revision for working hours: One man-day will be taken as <b>8 working hours</b> at construction site / coordinator work excluding travel time to reach work place i.e. construction site / Office.</p> <p>The man day rate will be same for all the days of the week (including holidays / Sunday).</p> <p>Same rates shall be applicable for any additional hours worked beyond 8 hours on pro-rata basis. Prior Permission of the same shall be sought from MNGL Spread In charge at Construction Site / MNGL Personnel at Office. <b>However Construction Supervision Agency (CSA) shall comply with all the labour laws for payment of wages to their engineers and quote the rates accordingly.</b></p> <p>The man month rate is considered all inclusive. Therefore, any additional cost whatsoever (towards backup management, professional, IT facilities, electronic gadgets, communication, transmittal etc.) shall not be</p>

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		payable.  Also refer terms of CSA payment (Page No. 46 & 47 of the tender document) for MNGL's mechanism to monitor the labour laws compliance.
4	As per Page No. 47, Clause No. 3.8, Manday is mentioned as 12 working hours at the site. As per Factory Act 1948, manday is calculated as 8 working hours. Any time period beyond 8 hours calculated as overtime. Kindly request you clarify.	Please refer reply to Sl. No. 3 above.
5	Work distributed between how many agencies.	Please refer revised Cl. No. 2.0 of Annexure – I to IFB & additional Cl. No. 3 below.
6	Conflict of interest – Can PMC do CSA work?	Yes as both the agencies are working separately.
	<b>Technical</b>	
1	As per Scope of Work, CS Agency need to provide services in Pune, Pimpri – Chinchwad, Chakan, Hinjewadi, Talegaon & any other areas. What are any other areas not mentioned in this? Please clarify.	CS Agency need to provide services in Pune, Pimpri – Chinchwad and adjoining areas of Chakan, Hinjewadi & Talegaon in Pune City.
2	We request MNGL to kindly inform us number of vehicles required whether four wheelers or two wheelers for day to day travel of engineers.	Please refer Cl. No. 11.1 of Scope of Work. All inspectors deployed shall have motorcycle compulsory with driving license.
3	We have reviewed scope of work and noted that this is a critical and technically challenging assignment. Hence we would request MNGL to modify PQ criteria and qualify only those bidders which are ISO 17020 & PNGRB certified.	Tender condition prevails.
4	As per our understanding design is not in the scope of third party inspection agency's scope. Please confirm us that our understanding is correct.	Bidders understanding is correct.
5	As per our understanding Testing of any material are not in the scope of third party inspection agency's scope. Please confirm us that our understanding is correct.	Bidders understanding is correct.
6	In SOR clause No. 6.4, MNGL has asked bidder to submit CV's within 10 working days after award of LOA and in ITB Cl. No. 12.5.1.1, MNGL has asked bidder to provide profiles of resources. We request MNGL to kindly inform us whether to submit CVs at Tender stage or after award of LOA.	Bidder to submit CV's within 10 working days after award of Service Order for deployment of engineers.

 <b>MAHARASHTRA NATURAL GAS LIMITED</b>	<b>REPLY TO BIDDERS QUERIES AGAINST TENDER FOR RATE CONTRACT FOR THE PERIOD OF 2 YEARS FOR HIRING OF CONSTRUCTION SUPERVISION AGENCY FOR CGD NETWORK OF MNGL, PUNE</b> <b>Bid No.: MNGL/C&amp;P/2017-18/113</b>
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7	Coordinator office arrangement – MNGL or Agency’s Separate Office?	This SOR has been deleted and revised SOR is enclosed herewith as Annexure – I.
8	<b>Additional point added in Scope of Work.</b>	<b>Bidder has to make an arrangement for biometric machines at all the offices of MNGL in Pune Geographical Area including Corporate Office for punching of attendance of the CSA engineers / inspectors deployed at MNGL along with monitoring of the installed biometric machines.</b>  <b>Attendance of all the deployed CSA Engineers / inspectors shall be verified through the records of biometric punching machines and accordingly monthly invoices shall be processed.</b>

**Also kindly note the following changes:**

- 1) Clause No. 2 of Annexure – I to IFB is revised along with addition of Clause No.3 as under:**

**“2. Evaluation and Comparison Methodology:**

**2.1 Evaluation shall be done on overall basis at least cost to the Purchaser.**

2.2 Price bid of all techno-commercial qualified bidders will be opened. Bidders should note that they should get themselves very well acquainted with scope of work and site conditions so as to quote reasonable rates which are workable and sustainable for the entire duration of the contract.


2.3 Prices quoted by the bidder, shall remain firm and fixed during the contract period, except statutory variation.

2.4 Declared / mentioned unit / total amount are inclusive of all applicable taxes and duties including Goods & Service Tax.

2.5 MNGL reserves the right to negotiate the rates with overall L-1 bidder before finalizing the award.

2.6 The lowest evaluated Bidder’s rate shall be considered as L-1 rates for award and these rates will be offered to L-2, L-3, L-4 bidder and so on. If any bidder refuses to match with L-1 rates then same will not be considered for further evaluation and award. Bidders’ status will be arranged in increasing order of their evaluated total price (L1, L2 so on). Bidder having lowest evaluated price is L1.

2.7 Successful bidders, who will be agreed to match the SOR rates of L-1 bidder, shall be considered for award of work. In first phase work shall be awarded to 8 Nos. of bidders whose price bid offers have been found eligible will be offered to accept the negotiated / finalized uniform rate. Award of work to the other qualified bidders shall be as per requirement of MNGL.

 <p><b>MAHARASHTRA NATURAL GAS LIMITED</b></p>	<p><b>REPLY TO BIDDERS QUERIES AGAINST TENDER FOR RATE CONTRACT FOR THE PERIOD OF 2 YEARS FOR HIRING OF CONSTRUCTION SUPERVISION AGENCY FOR CGD NETWORK OF MNGL, PUNE</b></p> <p><b>Bid No.: MNGL/C&amp;P/2017-18/113</b></p>
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2.8 Rates negotiated / accepted with evaluated L-1 bidder will become uniform rates for the complete SOR for the total contract period except statutory variations.

**3.0 Award of work:**

3.1 The owner will place the order on the successful bidders whose bid has been determined to be substantially responsive and have been selected for award. Award will be made on the rates finalized with L-1 bidder.

3.2 Tentative 8 Nos. of Agencies have been envisaged for this project, based on present assessment of work.

3.3 Contract for 2 years with unit rates shall be issued and initial Service Order against contract shall be issued for execution of the Service Order value considering 60 man-months for the period of 6 months shall be awarded to the first 8 Nos. of successful bidders.

3.4 In case of number of qualified bidder is more than required, then additional agencies may be considered for award of work / contract on need basis only.

3.5 Quantity shall not be the restriction for the performing agencies and will be augmented time to time based on performance during 2018-20.

3.6 **Non-performing agencies shall not be considered for further award of Service Orders.”**

**2) Revised Schedule of Rates:**


**Revised Schedule of Rates is enclosed herewith as Annexure – I.**

Please submit the signed & stamped copy of Replies to Queries of the Bidders along with tender document with your techno-commercial offer as a token of acceptance.

All the others terms and conditions of the bid documents are unchanged.

With regards.

Ganesh Said  
Sr. Manager (C&P)

 <b>MAHARASHTRA NATURAL GAS LIMITED</b>	<b>REPLY TO BIDDERS QUERIES AGAINST TENDER FOR RATE CONTRACT FOR THE PERIOD OF 2 YEARS FOR HIRING OF CONSTRUCTION SUPERVISION AGENCY FOR CGD NETWORK OF MNGL, PUNE</b> <b>Bid No.: MNGL/C&amp;P/2017-18/113</b>
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## ANNEXURE - I

### REVISED SCHEDULE OF RATES

#### 6.1 Preamble to Schedule of Rates

- i. Schedule of Rates shall be read in conjunction with General Conditions of Contract, Special Conditions of Contract, Instructions to Bidders & Scope of work of this Bid document.
- ii. The quoted price of the bidder shall include, but not limited to the following:
  - ❖ Usage of office infrastructure, computer facilities, all Printing, Reproduction, Communication and courier costs
  - ❖ CSA personnel incidental expenses
  - ❖ Fees paid to any other agency, company, organization, and specialist etc.
  - ❖ Income Tax or any other taxes payable in India excluding Goods & Service Tax.
  - ❖ Insurance taken by the CSA for its engineers to be deputed for the job.
  - ❖ Cost of maintaining the set up on continuous basis in India during the currency of the contract.

#### 6.2 Basis of Prices and Other Rates


- i. The man month rate shall be inclusive of all cost including accomodation, local transport / conveyance, risk and expense, overhead, profit and / or fee related to the satisfactory performance and completion of the Work.
- ii. Errors and Omissions  
Bidders shall ensure that there are no errors or omissions in the Priced Bid. All the columns of the price bid are mandatory to be filled-up. In case any omissions are noticed in the Priced Bid, the Bid is liable to be rejected. Prices shall be written in both words and figures.

#### 6.3 Rates for CSA Personnel's


The CSA is required to quote the man month rate in the format indicated in SOR.

**6.4 Price Reduction Schedule (PRS):** The Agency will be liable to following monetary compensations towards MNGL for its non-performance:

- ❖ The agency has to submit the **list of Panel of Engineers with CVs** (as required in the Scope of Work of the Bid Document) to the EIC within 10 working days of the receipt of Letter of Award / Service Order for approval. In case the CSA fails to submit the panel of Engineers with CVs and relevant documents within 10 working days a monetary compensation at the rate of one man day (for SOR Item No.1) per day of delay will be imposed on CSA.

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- ❖ MNGL may demobilize the Construction Supervision Engineer once there is no requirement.
  - ❖ **A leave substitute has to be in place before any appointed Service Provider's engineer leave from the site and for the non-availability of manpower at site (each man-day), a penalty @ two times of the man-day (Man month / 26 days) would be levied.**
  - ❖ **Total compensation shall not exceed 5% (Five Percent) of the total contract price except Clause No. 10.3 of Scope of Work above.**
  - ❖ All the above compensations shall be settled from the running bills and the balance shall be adjusted against subsequent bills (if due).
- 6.6 Time extension:** This contract will be valid for a maximum period of two years from the date of Service Order / Letter of Award. However, the same may be extended for carrying out works as an extension of scope beyond 2 years (not exceeding 6 months) on the same rates, terms and conditions at the option of MNGL.
- Quantity extension:** Quantities mentioned in the Schedule of Rate (SOR) for Serial No. 1 are indicative only. This may increase or decrease based on actual execution on the same rates, terms and conditions till the validity of contract at the option of MNGL.

 <b>MAHARASHTRA NATURAL GAS LIMITED</b>	<b>REPLY TO BIDDERS QUERIES AGAINST TENDER FOR RATE CONTRACT FOR THE PERIOD OF 2 YEARS FOR HIRING OF CONSTRUCTION SUPERVISION AGENCY FOR CGD NETWORK OF MNGL, PUNE</b> <b>Bid No.: MNGL/C&amp;P/2017-18/113</b>
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### REVISED SCHEDULE OF RATES (SOR)


#### CONSTRUCTION SUPERVISION AGENCY FOR CITY GAS DISTRIBUTION PROJECT OF MNGL, PUNE

This contract will be valid for 2(Two) years from the date of Service Order / Letter of Award. The Bidder is required to quote the prices for the man months mentioned herein. This Schedule of Rate will be considered for the evaluation of bids

SOR No.	Item description as per Bid Document	Unit	Quantity	Unit price inclusive of all taxes & duties but exclusive of Goods & Service Tax (INR)	Total Price inclusive of all taxes & duties but exclusive of Goods & Service Tax (INR)
(1)	(2)	(3)	(4)	(5)	(6)=(4)*(5)
1	Inspection at spreads/areas during MDPE pipeline laying & LP / GI installation, testing and commissioning including allied works within Pune, Pimpri-Chinchwad, Chakan, Talegaon and Hinjewadi	<b>Man Month</b>	<b>1944</b>		
	<b>Total amount inclusive of all taxes &amp; duties but exclusive of Goods &amp; Service Tax (in Rs.)</b>				
	<b>Goods &amp; Service Tax in Percentage</b>				
	<b>Goods &amp; Service Tax Amount (in Rs.)</b>				
	<b>Grand Total amount inclusive of all taxes &amp; duties including of Goods &amp; Service Tax (in Rs.)</b>				

**Notes to SOR :**

- 1) The rates quoted should be inclusive of all taxes, levies, duties etc. Goods & Service tax, if applicable, shall be paid extra on submission of Goods & service tax registration no.
- 2) The month is defined as 26 days excluding weekly off paid days.
- 3) The total no of man-months indicated are indicative only.
- 4) **The rates quoted shall be inclusive of all costs such as payment to Construction Supervision Engineer, PPE, transportation mobile phone & its rental, other consumables specified explicitly or implicitly in the tender etc.**

 <p><b>MAHARASHTRA NATURAL GAS LIMITED</b></p>	<p><b>REPLY TO BIDDERS QUERIES AGAINST TENDER FOR RATE CONTRACT FOR THE PERIOD OF 2 YEARS FOR HIRING OF CONSTRUCTION SUPERVISION AGENCY FOR CGD NETWORK OF MNGL, PUNE</b></p> <p><b>Bid No.: MNGL/C&amp;P/2017-18/113</b></p>
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- 5) The bidder shall read this SOR in conjunction with the scope of work detailed in this Bid Document including Section V and quote accordingly.
- 6) **Evaluation shall be done on overall basis (including Goods & Service Tax) at least cost to MNGL.**

**Name of the CSA**

**Name, Signature & Seal of Bidder**