

COCHIN PORT AUTHORITY

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Tender No: T9/T-2011/2024-C Dated: 07.06.2024

Instructions to Bidders: Please Complete all the Highlighted Cells before submission**Name of Work: "Conducting Geotechnical Investigations for the proposed passenger jetties and associated landside facilities at Androth, Kadmath and Kalpeni islands in Lakshadweep"**

SCHEDULE - "I"

CHECKLIST OF DOCUMENTS

Name of the Vendor:				
Sl. No.	Clause Ref. No.	Description of Document	Whether submitted by the Bidder (Yes/No)	Remarks
1	Cl. No. 5 (ii) of Tender Notice	DD/BC/Pay Order for Rs.2360/- (Rs.2000/- + 18% GST) towards the Cost of Bid Document drawn in favour of FA&CAO, CoPA payable at Kochi or documentary proof of online payment		
2	Cl. No. 5 (ii) of Tender Notice	Earnest Money Deposit : Rs.5 lakh shall be furnished either through Demand Draft / Pay Order / Banker's Cheque drawn in favour of FA&CAO,CoPA, payable at Kochi, from any Nationalised Bank/ Scheduled Bank operating in India or documentary proof of online payment		
3	Cl. No. 16 of Tender Notice	Documentary proof for MSME registration, if any		
4	Cl. No. 20.1 of Instruction to Bidders	Letter of Submission as per <i>Annexure - 1</i> .		
5	Cl. No. 20.1 of Instruction to Bidders	Duly executed Power-of-Attorney, in original, for signing the Bid duly authenticated by Notary Public as per <i>Annexure - 2</i>		
6	Cl. No. 20.1 of Instruction to Bidders	Organisation details as per <i>Annexure - 3</i> .		
7	Cl. No. 20.1 of Instruction to Bidders	Details of Experience as per <i>Annexure - 4</i>		
8	Cl. No. 20.1 of Instruction to Bidders	A statement duly certified by Chartered Accountant showing Average Financial Turnover of the Bidder over the last three financial years as per <i>Annexure - 5</i>		
9	Cl. No. 20.1 of Instruction to Bidders	Duly signed and sealed Form of Bid		
10	Cl. No. 20.1 of Instruction to Bidders	Bid Document in PDF format including GCC. All Addenda/Corrigenda duly signed and sealed		
11	Cl. No. 20.1 of Instruction to Bidders	Partnership Deed or Memorandum & Articles of Association of the Company along with Registration Certificate of the Company, as the case may be.		
12	Cl. No. 20.1 of Instruction to Bidders	Copies of PAN and GST registration		
13	Cl. No. 20.1 of Instruction to Bidders	EPF and ESI registration, if applicable or an undertaking to the effect, as per <i>Annexure - 6</i>		
14	Cl. No. 20.1 of Instruction to Bidders	Details of Pending Litigation as per <i>Annexure - 7</i> .		
15	Cl. No. 20.1 of Instruction to Bidders	Details of Litigation History as per <i>Annexure - 8</i> .		
16	Cl. No. 20.1 of Instruction to Bidders	Details of Barred Cases as per <i>Annexure - 9</i> .		
17	Cl. No. 20.1 of Instruction to Bidders	A detailed Method Statement (Technical Note) for carrying out of the Work, along with an Implementation Schedule as per <i>Annexure - 10</i> .		
18	Cl. No. 20.1 of Instruction to Bidders	A list of Plant and Equipments proposed to be engaged for the Work as per <i>Annexure - 11</i> .		
19	Cl. No. 20.1 of Instruction to Bidders	Documents to substantiate the possession of the jackup platform by the Bidder.		

Sl. No.	Clause Ref. No.	Description of Document	Whether submitted by the Bidder (Yes/No)	Remarks
20	Cl. No. 20.1 of Instruction to Bidders	Details of laboratory facilities available at Lakshadweep islands or at main land, together with particulars of available equipments/machinery for use on the Works or documentary evidence (undertaking on the lab's letter head) from these laboratories indicating that the services as required will be made available for the Works.		
21	Cl. No. 20.1 of Instruction to Bidders	A declaration <i>as per Annexure - 12.</i>		
22	Cl. No. 20.1 of Instruction to Bidders	Details of the Bidder for refund of EMD through e-payment system as per <i>Annexure - 13</i>		
23	Cl. No. 20.1 of Instruction to Bidders	Bank information for e - Payment system as per <i>Annexure - 14.</i>		

Note: All the documents submitted by the Bidder shall be page numbered or properly marked. Bidder is required to mention relevant page numbers / marking of his offer while filling up the above format.