

# **PREQUALIFICATION DOCUMENT**

**F O R**

**SOUND SYSTEM, STAGE LIGHTING,  
PROJECTION, VIDEO WALL STAGE  
FURNISHING, AND BACK GROUND MUSIC**

**FOR**

**PROPOSED CONVENTION CENTRE**

**AT**

**JAMMU, ( J & K )**

**F O R**

**HOSPITALITY & PROTOCOL  
DEPARTMENT, GOVERNMENT OF JAMMU  
& KASHMIR**

**ARCHITECT**

**M/S KOTHARI & ASSOCIATES  
6, SIRI FORT ROAD, NEW DELHI- 110049**

### **Invitation for Pre- Qualification (PQ) Bids**

Hospitality & Protocol Department, Jammu & Kashmir, hereinafter referred to as "**Employer**", invites sealed Pre Qualification (PQ) bids from reputed and experienced Bidders for **SOUND SYSTEM, STAGE LIGHTING, PROJECTION, VIDEO WALL STAGE FURNISHING, AND BACK GROUND MUSIC For Proposed Convention Centre at Jammu**. Only the pre qualified bidders will be issued tender document to participate in the subsequent tendering process for this package.

- 1.0 The Bidder may download the "PQ Document" available in the web site of Architect ([www.kothariassociates.com](http://www.kothariassociates.com)) in totality from 31<sup>st</sup> July 2013 and submit the hard copy of the same duly signed and stamped on each page of their bids by the bidder or a person duly authorized to sign on behalf of the bidder. Such authorization shall be indicated by a written power of Attorney accompanying the application.

In case, any Addendum is subsequently placed on the web-site in respect of the Invitation for PQ Bids, copy of the same also shall be submitted duly signed and stamped on each page.

- 2.0 Bidders are advised to keep visiting the Architect's web-site from time to time (till the deadline for PQ bid submission) for any updates in respect of the Invitation for Bids, if any. Failure to do so shall not absolve the Bidder of his liabilities to submit its Bid complete in all respect including updates thereof, if any. An incomplete Bid may be liable for rejection.
- 3.0 The pre-qualification documents can be obtained from the office of the Architect M/s. Kothari & Associates at 6, Siri Fort Road, New Delhi – 110 049 against a bank draft of Rs. 2,000/- (Rupees Two thousand only) non refundable drawn on any schedule bank pledged to Account officer, Hospitality and Protocol Department, J&K from 31<sup>st</sup> July 2013 (excluding public holidays) during office hours on written application. In case of Prequalification document is downloaded from the web site, the applicant shall submit the hard copy of the same to the office of Director General, Hospitality and Protocol Department, Jammu & Kashmir, Gupkar Road, Srinagar, J&K along with draft of Rs. 2,000.00 without which the pre-qualification application will be out rightly rejected.
- 4.0 The Employer reserves the right to accept or reject any PQ bid or to annul the Bidding process and reject all bids at any time without assigning any reason whatsoever and without thereby incurring any liability whatsoever to the affected Bidder(s). Mere submission of PQ Bids shall not mean fulfilment of requirements of eligibility of the Bidder(s).
- 5.0 The Employer takes no responsibility for delay, loss or non-receipt of documents sent by post/ courier at any time either way. No financial obligation shall accrue to the Employer in such an event.

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- 6.0 The entire work for the Interior Work for Convention Centre at Jammu is estimated to be completed within a period of **4 months**.
- 7.0 The Below mailing address shall be used for all communications to Employer/Architect.
- 8.0 Interested Bidders may submit their Pre-qualification Bids in 3 sets latest by 15.00 hours IST on or before **13<sup>th</sup> August 2013** at the office of Director General, Hospitality and Protocol Department, Jammu & Kashmir, Gupkar Road, Srinagar, J&K.
- 9.0 Interested bidders may obtain further information from the office of :

Hospitality & Protocol Department, Jammu & Kashmir, Gupkar Road, Srinagar, J&K. Tel no. – +91- 2500088, 2500623	M/s Kothari and Associates., 6, Sirifort Road, New Delhi – 110 049 Tel no. – 011-26253600 Fax no. - 011-26257090 Email :- <a href="mailto:kotharis@vsnl.com">kotharis@vsnl.com</a> ; ka_info@kothariassociates.com
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**10.0 SALIENT FEATURES OF PQ Bid**

A.	PQ NOTICE NO.	No. _____
B.	ITEM DESCRIPTION	<b>SOUND SYSTEM, STAGE LIGHTING, PROJECTION, VIDEO WALL STAGE FURNISHING, AND BACK GROUND MUSIC WORK for Convention Center at Jammu</b>
C.	DUE DATE & TIME OF SUBMISSION	<b>13<sup>th</sup> August 2013 by 15.00 Hrs “Indian Standard Time (IST)”.</b>
D	PLACE OF PQ - BID SUBMISSION	Director General, Hospitality and Protocol Department, Jammu & Kashmir, Gupkar Road, Srinagar, J&K.
E.	AVAILABILITY OF PQ DOCUMENT	Start: (By Hand Delivery) <b>31st July 2013 from 15.00 Hrs “Indian Standard Time (IST)”</b>  Start : (Downloading from Web-Site) : <b>www.kothariassociates.com from 31<sup>st</sup> July 2013 by 15.00 Hrs “Indian Standard Time (IST)”</b>

## **PRE – QUALIFICATION DOCUMENT**

### **1.0 Eligibility Criteria**

Bidders should meet technical and financial requirements as given herein below :

#### **1.1 Technical Requirements**

- a) The Bidders should have experience in execution of Sound System, Stage Lighting, Projection, Video Wall Stage Furnishing and Back Ground Music work of similar nature. Similar job means job involving supplying, installation, testing and commissioning of Sound System, Stage Lighting, Projection, Video Wall Stage Furnishing and Back Ground Music work for Public Building, Auditorium & Convention Centre.
- b) The Bidders must have executed at least one job of order value not less than Rs 2.0 crore or two major jobs of total order value put together not less than Rs 2.0 crore in any of two years during last five years as on 31.03.2013.

1.1.1 In addition to the documents/data specified above & as per **Schedule - A**, the Bidder shall also submit a statement regarding their fulfillment of **Technical Eligibility Criteria** as per **Annexure - I**

The Employer, at its discretion, may ask the Bidder to furnish any other documents for its scrutiny during examination/evaluation of PQ bid.

1.1.2 The bidder shall submit organizational structure with C.V. of key personnel

1.1.4 In respect of the works presently in progress by the bidder in various organization, information shall be submitted as per table given at **Annexure – II**.

#### **1.2 Consortium Requirements:**

No Consortium allowed for pre-qualification.

#### **1.3 Financial Requirements**

1.3.1 Average Annual Turnover of the Bidder during last **three (3)** consecutive financial years ending 31.03.2013 shall not be less than **Indian Rs. 5.0 crore (Indian Rupees Five crore only)**.

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1.3.2 Only Gross Sales shall be considered for the purpose of determination of turnover.

1.3.3 The bidder shall submit Audited Annual Financial Reports for last (preceding) **three** (3) consecutive financial years in support of their meeting above stipulated financial requirements.

Alternatively, the Bidder shall furnish a certificate from a Chartered Accountant stating annual turn over for the last three consecutive financial years. Employer reserves the right to verify / determine bidder's turn over based on Financial Reports posted on bidder's Web Site, if any.

1.3.4 The Bidder shall demonstrate that it has access to or has available liquid assets (aggregate of working capital, cash in hand and uncommitted bank guarantee), line of credit and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow requirements net of the Bidder's commitments for other contracts.

3.0 Even if a Bidder meets all the Eligibility Criteria and other requirements, they are liable to be disqualified, without prejudice to Employer's rights to take legal actions as per applicable law, if they have made untrue or false representations in the forms, statements, translations and enclosures submitted in proof of eligibility and qualification requirements, and/or made any misrepresentation of facts in order to influence the tendering process and its outcome.

4.0 It will be presumed that the Bidder has gone through the entire PQ Document and has understood the same, which shall be binding on the Bidder.

**5.0 Litigation History**

The Bidder should provide accurate information about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against or any partner of a joint venture will result in failure of the application. Suppression of any information or material in this regard would be construed as a fundamental breach and employer reserves its right to take appropriate action including cancellation of the PQ bid, as may be deemed fit and proper by employer at any time without requiring to give any notice to the Bidder in this regard.

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**Schedule - A**

<b>S. No.</b>	<b>Description</b>	
1	Name of the Firm	
2	Status of the Firm : (Please tick) Public Ltd Private Ltd. Partnership Any Other Concern	
3	Address of the Registered Office	
4	Year of Establishment	
5	Details of Constitution (Board of Directors in case of Public Ltd co. Names of Parties in case of Partnership firm etc.)	
6	Financial details	
	a) Authorized Capital	
	b) Paid-up Capital	
	c) Subscribed Capital	
7	Name (s) of Banker (s)	
8	Solvency certificate	

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9	Annual Turnover (in Rs Lakhs) during last 3 years :	
	2010-2011	
	2011-2012	
	2012-2013	

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**ANNEXURE – I**

<b>Sl. No.</b>	<b>Description</b>	<b>Client-1</b>	<b>Client-2</b>	<b>Client-3</b>	<b>Client-4</b>
a.	Name of the Customer				
b.	Address & Contact Person				
c.	Telephone No., Fax No. and E-mail ID				
d.	Brief description of the work				
f.	Value of Work Order (Rs. crore)				
g.	Contractual time of completion				
h.	Actual time of completion				
i.	Reasons for delay, if any				

**Note : Bidders may attach additional sheets, if required, as per above format along with its PQ Bid.**



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ANNEXURE – II

**PRESENT WORKS IN PROGRESS**

Sl. No.	Date of award	Completion Date	Organisation	Controlling/ Operating Authority	Detail of work	Value in Lacs	Status of execution (Indicate approx. % of completion )
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
i							
ii							
iii							
iv							
v							
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vii							
viii							
ix							
x							