

बी. वी. एफ.सी. एल. नामरूप: विद्युत् विभाग

BVFCL, Namrup: Electrical Department

(A GOVERNMENT OF INDIA UNDERTAKING)

NAMRUP, P.O.: PARBATPUR, DIST: DIBRUGARH, ASSAM. PIN-786623

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निविदा आमंत्रित नोटिस

NOTICE INVITING TENDER

Tender Notice No. :- A-II/Elect./NIT-25/2019/1744

Date: 05.11.2019

Sealed tenders are hereby invited on item rate/lump sum basis from experienced and approved contractors for the following work(s) in Brahmaputra Valley Fertilizer Corporation Limited, Namrup.

SL No	Name of work	Earnest Money (Rs.)	Completion Time	Tender Paper cost (Rs.)
1.	“Hiring of skilled and experienced technician for execution of major overhauling and sort out of problems of 2 Nos. Cooling Tower Pump Motor of Amm-II / U-II Plant.” Estt. Amount-Rs.42,912.00 (including GST)	1075.00	30 days	50.00

Contractor means the experienced/ licensed/ approved and contractor who are registered with Govt. Dept. for respective jobs. The contractor must have experience in similar nature of job of any Govt. / Semi-Govt. organization.

(i) **Party should be registered fulfilling the conditions like GST registration certificate.**

(ii) Experience in execution of Mechanical/Electrical work of similar nature of job of any Govt./Semi Govt. organization preferably BVFCL must be produced.

(iii) **Party shall submit photo copy of PAN.**

(iv) **Every bidder will submit a declaration in the form of affidavit / declaration that he/she is not proprietor of any other firm/company participating in this tender.**

01. Tender papers {NIT ,schedule of quantities, Special Terms and Conditions (Annexure I, Annexure II & Annexure III), GDCC and format for EMD and Tender fees} are to be down loaded from the web- site www.bvfcl.com or may be purchased from electrical office. The Challan receipt against Tender paper cost, EMD shall be put in one sealed envelope subscribed. The bid shall be put in one sealed envelope subscribed and both envelopes will be put in a third envelope properly subscribed.

02. The tenders will be opened on the below scheduled date and time in presence of the Tenderers or their authorized representatives who may like to be present. BVFCL will not be responsible nor consider late submitted Tenders. In case of Bandh or Holiday, next working day shall be considered for opening of tender and such will be informed to the expressing interest in taking part.

1. Submission of Tender Paper: Tender paper shall be put in to locked tender paper box in the Office of the Electrical deptt. BVFCL;

2. Closing Date of Sale of Tender paper : **11.11.2019 at 12.00 Noon**

3. Last date of submission of tender papers : **11.11.2019 at 3.00 P.M.**

4. Opening date of tender papers : **11.11.2019 at 3.30 P.M.**

03. BVFCL shall not be responsible for postal delay /loss of tender paper / application / late submitted tenders.

04. BVFCL reserves the right to accept or reject any or all tenders communicating same to the party (es) without assigning any reason thereof.

05. The Tenderers shall visit the Site and consult our Site Engineer and then submit the quotations after detailed assessment of the work.

06. The contractor shall abide by all the statutory obligations under various statutory acts and rules made there. Under any circumstances, BVFCL shall not be liable or held responsible in any manner whatsoever, for default or omission on the part of the contractor(s) for non-compliance of the aforesaid Acts, any other laws applicable to contractors and/or their establishment and the workmen nagged by them.

07. BVFCL is committed to a corruption free work environment. All the works/ purchases / services contracts and commitments of BVFCL will be honored without the citizen having to pay any bribe. Incase of any person demand any bribe, it is the duty of the responsible citizen to inform the matter to Vigilance Officer, BVFCL, namrup PO Parbatpur, Dist Dibrugarh, Assam, Pin 786623.

Provisions of Rule 160(ii) of the General Financial Rules, 2005 shall be complied.

(B.P.Basumatary)
PE (E), A-II & SGP-II

Copy to: i) Dy.FM : For vetting and for information pls.

ii) CE(E) : For information pls.

iii) Sr.VO : For information pls.

Annexure –I
ELECTRICAL DEPARTMENT
Schedule of quantities

Name of the work: Hiring of skilled and experienced technician for execution of major overhauling and sort out of problems of 2 Nos. Cooling Tower Pump Motor of Amm-II / U-II Plant.

NIT No.:- A-II/Elect./NIT-25/2019/1744

Date: 05.11.2019

SCHEDULED OF QUANTITY & PROFORMA FOR QUOTING PRICE

Sl. No.	Category	Nos. of Mandays	Rate in (Rs.)	Amount in (Rs.)
01	Skilled and Experienced Technician (as in Annexure-III)	60		
Add Contractor's Profit @				
Sub Total				
Add @18 % on				
Total				

(.....) only

Signature.....

Name and Address of Contractor

.....

.....

Pan No.....

Date :

Place :

Annexure-II

ELECTRICAL DEPARTMENT.

TENDER FORM

Sl. No. : _____

Date of Issue: _____

Tender No. _____

dated: _____

Last date of submission: _____ at _____ P.M.

Name of Work : _____

Issued to (name and address of the party):

No. of Tender document issued: _____

Signature of issuing Officer

TO BE FILLED IN BY THE TENDERER

I/ We hereby tender for the execution for BVFCL, Namrup of the work schedule in under written memorandum within the time specified in such memorandum and at the rates specified therein and in all respect in accordance with instruction referred to in the NIT.

MEMORANDUM

1. General description of the work :
2. Earnest Money Rs. : _____
3. Time allotted for the work : _____ Days
4. The sum of Rs. _____ has been deposited vide _____ dated _____ with the finance manager in favour of BVFC Ltd. As earnest money, the full value of which to be absolutely forfeited to the BVFC Ltd. Or their successors or assignees are without prejudice to any other rights or remedies of the said corporation or their successors or assignees should I/We fail to commence the work specified in the above memorandum.
5. **Exemption from paying Tender paper Cost and Earnest Money Deposit:**

With reference to the Order of the Ministry of MSME, under the Public Procurement Policy March 2012, Micro and Small Enterprises (MSE) shall be entitled for Tender Paper Cost and EMD exemption subject to conditions as under:

MSE bidders must submit valid registration certificates from any of the following (or any other body specified by the Ministry of MSME) for exemption of EMD as applicable:

- National Small Industries Corporation (NSIC)
- District Industries Centres (DIC)
- Coir Board
- Khadi and Village Industries Commission(KVIC)
- Khadi and Village Industries Board(KVIB)
- Directorate of Handicrafts and Handloom
- Udyog Aadhar Memorandum.

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Enclosures:

1. Earnest money deposit challan receipt as applicable.
2. Detailed schedule of work duly filled in and signed (Annexure –I)
3. Special terms and conditions duly read and signed (Annexure- III)
4. Photocopy of the PAN card in own name.
6. Photo copy fulfilling the conditions like GST.
7. Declaration in the form of affidavit / declaration that he /she is not proprietor of any other Firm /company participating in this tender.

Dated: _____

Signature of the Contractor

Address:

Witness: 1. _____

2. _____

Signature 1. _____

2. _____

Address of

Witness.

A-II/Elect./NIT-25/2019/1744

Date: 05.11.2019

SPECIAL TERMS & CONDITION RELATED TO THE WORK

Sub: Hiring of skilled and experienced technician for execution of major overhauling and sort out of problems of 2 Nos. Cooling Tower Pump Motor of Amm-II / U-II Plant.

A) Special Commercial Terms:

- 1) Tenderer must submit documentary evidence of PAN.
- 2) Tenderer must furnish GST Registration certificate with the tender, if applicable.
- 3) **Skilled and Experienced Technician should have experience in execution of Mechanical/Electrical work of similar nature of job from any Govt./Semi Govt. organization (if the skilled technician worked in BVFCL and have similar experience he will be considered experienced) . If required, skilled and experienced technician shall be called for technical interview in the office of Chief Engineer (Electrical) and on successful completion of technical interview only he will be selected for skilled & experienced technician for the above mentioned job.**
- 4) Every bidder will submit a declaration in the form of affidavit / declaration that he/she is not proprietor of any other firm/company participating in this tender.
- 5) The tenderer must pay their workmen the minimum wages & facilities as per latest circular of Central Govt.
- 6) The Tenderer shall have to make an exgratia payment of Rs. 1000.00 (Rs. One Thousand) only to the dependents of labour in the event of the labour's death occurring while on duty. The payment will be made by BVFCL immediately & will be recovered from the Contractor's bill.
- 7) **Validity of Tender:**
The tender should remain valid for a period of 180 (One Hundred Eighty) days from the date of opening of tender.
Above documents shall have to be submitted along with the application of Tender paper or with the tender. In absence of any of the above, the Tender is liable to be cancelled.

B) Brief description of the scope of work and responsibilities of contractor:

- 1) Providing skilled and experienced technician for execution of major overhauling and sort out of problems of 2 Nos. Cooling Tower Pump Motor of Amm-II / U-II Plant.
- 2) Tenderer must ensure supply of manpower as per requirement of the plant.
- 3) Manpower engaged on Sunday, Holiday shall get remuneration as per the latest Central Govt.'s notification. However, if any person is required to over stay beyond 8 hrs working shall get proper remuneration as in vogue.
- 4) All safety measure and gears required for the job shall have to be arranged by the tenderer and to be followed religiously.
- 5) The job shall be started immediately on receipt of LOI/ Work Order.

1.00 SCOPE OF WORK

- 1.01 The party shall have to provide skilled and experienced technician.
- 1.02 The technician shall have to work in all machines/ equipment as required in addition to faulty 2 Nos. Cooling Tower Pump Motor.

2.00 COMPLETION TIME:

The subject job shall be completed within 30 (Thirty) days after getting site clearance and safety work permit.

3.00 PAYMENT TERMS:

- 3.01 100% of the payment on actual no. of mandays used will be released on successful completion of the work within 30 days after duly certified by Engineer-In-Charge.
- 3.02 Since the nature of job is supplying of manpower. Hence, workmanship guarantee is not required to be executed by the contractor. In the view of the same security deposit is not applicable.
- 3.03 Clarification on the bills, if any, will be sought within 15 days from the date of receipt of the bill in one go. The party shall submit the sought clarifications within 15 days. Payment will be released within 30 days of receipt of the rectified bill/clarification.

- 3.04 In case of any disagreement between contractor and BVFCL on any part of the invoice, such part of the invoice will be severed from the rest and payment against agreed admissible part will be processed as per laid down procedure, while the disputed part shall be dealt as per contract provisions.
- 3.05 All the statutory taxes and duties shall be applicable as per rule at usual and prevailing rates. Income Tax however shall be deducted from bills.
- 3.06 The contractor may submit their bank particulars i.e. Customers Name, Name of the Bank, Bank Account No, Place of branch, Branch Code (IFSC CODE-11 digits) etc. for online bank transfer of payment.

4.00 TAXES:

- 4.01 Income Tax at the prevailing rate shall be deducted from the party's bill.
- 4.02 Statutory deductions, if applicable as per BVFCL rules will also be recovered from the contractor's bill.
- 4.03 Goods & Service Tax shall be paid on production of documentary evidence.

5.00 MEDICAL FACILITY:

Medical facilities to the extent available in BVFCL Hospital, Namrup shall be provided to the crew of contractor on chargeable basis, however, the "FIRST AID" facilities shall be provided free of cost.

6.00 AGREEMENT:

All the terms & conditions mentioned herein shall form the part of contract and be incorporated in the Agreement form which shall furnish non-judicial stamp paper of the State of Assam denomination or Rs. 10/- (Rs. Ten) only along with 5 (Five) sheets of water mark papers and executed the Agreement in prescribed Performa within 7 (seven) days from the date of receipt of the work order.

7.00 TENDER LIABLE TO REJECTION:

Clause number 16 of GDCC tenders are liable to be rejected on following grounds:

- 7.01 Tenders submitted by tenderer who resort to canvassing.
- 7.02 Tenders which do not fulfill all or any of the conditions laid down in the tender documents or are incomplete in any respect.
- 7.03 Tenders, which contain uncalled for remarks or any alternative/additional conditions.

- 8.00** BVFCL is committed to a corruption free work environment. All the works/ purchases / services contracts and commitments of BVFCL will be honored without the citizen having to pay any bribe. In case any person demands any bribe, it is the duty of the responsible citizen to inform the matter to Vigilance Officer, BVFCL, Namrup PO Parbatpur, Dist Dibrugarh, Assam, Pin 786623.(Tel no. 0374-2507092/0374-2507167)

9.00 DECLARATION OF TENDERER

I / We declare that I / we have read the above instructions/terms and conditions etc. and well understood and are in agreement with the above.

Signature of the Tenderer