

Gen/29

Annexure-I

**BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP**

**TENDER FORM**

**(NOT TRANSFERABLE)**

Sl. No.....

Date of issue.....

Tender Notice No, N-III/Mech-5/ Cont- 901/383 Dt.: 06-08-2016

Last date of submission On. 26-08-2016

Name of Work : Removal of Primary Reformer burners & fixing them back in position 288) in Ammonia-III plant

Issued to ( Name & Address of the party )

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.....

No. of tender documents  
Issued.....

Signature of the Issuing Officer.  
Deptt...Mech /Amm-III..

**TO BE FILLED IN THE TENDERER**

I / We hereby tender for the execution for the B.V.F.C.Ltd., Namrup Unit, of the work scheduled in underwritten memorandum within the time specified in such memorandum and at the rates specified therein and in all respect in accordance with the specifications, designs, drawing and instructions referred to in the N.I.T. conditions "THE GENERAL DIRECTIONS AND CONDITIONS" of contract and in all other respects in accordance with such conditions and special conditions so far as applicable.

**MEMORANDUM**

General Description of the work :- Removal of Primary Reformer burners & fixing them back in position after necessary repair (Total 50 Burners) and replacement of air hose pipe of burner (Total 288) in Ammonia-III plant

1. Earnest money: ` **390.00** (The tender (s) without earnest money shall be rejected)
2. Security deposit 10% of the total value of the work (Including earnest money).
3. Time allow for work...02 days.
4. Should this tender be accepted, I / We here by agree to abide by and fulfill all the terms and provisions and conditions contained in NIT. G.D.C.C. and the special conditions which have been read and understood by me/us so far as applicable or in default thereof to forfeit and pay to the Corporation or their successors or assignees, the sums of money mentioned in the said conditions.
5. The sum of Rs..... has been deposited vide bank draft /SBI Journal No no.....Dated..... with the Finance Manager in favour of B.V.F.C.Ltd., as earnest money, the full value of which to be absolutely forfeited to the B.V.F.C.Ltd., or their successors or assignees 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.

**Enclosures**

1. Earnest money deposit receipt /Bank draft for EMD
2. Detailed schedule of work duly filled in and signed (Annexure-III)
3. Special terms and conditions duly read and signed (Annexure-II)
4. G.D.C.C. duly read and signed on every page.

Dated.....

Signature of tenderer.....  
Address.....

Witness (I).....

Signature, Name & address of witness .....

Ref: N-III/MECH-5/Cont-901

**Tender Document****1.00 Invitation of tender**

1.01 Sealed tenders are hereby invited from reputed parties having sufficient experience and knowledge in mechanical jobs involving opening & box up of big flanges, rigging and leakage rectification job by replacement of gasket or welding as required etc.

1.02 The tender shall be submitted in prescribed Proforma enclosed with the NIT. The Proforma for quoting rates/price shall be duly filled in and signed by the Tenderer.

**1.03 Similar nature of work means opening and boxing up of the burner of Primery reformer and their repair in the Fertilizer or any other reputed Govt. or Semi Govt. organization and in support of this, party must submit work order copy completed with completion of job successfully**

1.04 The tender must remain valid for a minimum period of 120 days from the date of opening of the tender.

**2.00 Scope of work**

01. Opening of 50 numbers of defective burners from its position for checking.
02. Refilling of cera wool after checking of Air and NG nozzles and fitted back in position.
03. Removal of existing hose pipe for air inlet from 50 (burners) and fixing of new hose pipe with proper clamping.
04. Appropriate tightening of all nuts-bolts.
05. All the tools & tackles, lifting & hoisting equipments shall be adequately supplied by the executing agency.
06. All best engineering practices & procedures and safety gadgets to be strictly followed while working.
07. Assembling/Dismantling of scaffoldings as required.
08. Carrying/cleaning of site debris/waste to dumping yard after finishing of job.
09. Since time is the essence of the entire job hence progress of job is a must on war footing.
10. Returning of unused supplied material(s) to the Engineer-in-charge.
11. Job shall be executed as instructed by Engineer-in-charge.

**3.00 Terms & conditions:-**

- 3.01 All necessary safety precautions are to be taken by the party.
- 3.02 90% value of the completed work shall be released after successful completion of work, submission of bill in triplicate and as certified by Engineer – in – Charge after deductions, if any.
- 3.03 Balance 10% shall be retained as security deposit which shall be released after Successful completion of workmanship guarantee period of six months.
- 3.04 Service tax/ VAT at the applicable rate shall be reimbursed / deducted on production of documentary evidence.

**4.00 SPECIAL TERMS & CONDITIONS**

- 4.01 The contractors have to abide by the terms and conditions mentioned in G.D.C.C. in respect of carrying out the job, payments, settlement of disputes etc.
- 4.02 All works are to be done under the strict supervision of the contractor to the entire satisfaction of the Engineer-in-charge / site in charge.
- 4.03 The jobs are connected with short shut down activities of the Namrup-III plants. Since the activities shall be continued round the clock, the contractor shall be ready to take-up jobs at any time.
- 4.04 All Safety measure and gears required for the job shall have to be arranged by the contractor and to be followed strictly.
- 4.05 After completion of job, the site shall be cleaned and removed all debris properly.
- 4.06 Tenderers shall visit the site and contact the concerned site-in-charge to assess the job thoroughly before submitting their offer.

- 5.00 Party shall quote & submit their rates in the given performa in Annexure-III by going thoroughly in the scope of work Annexure-II (scope of work).
- 6.00 Engineer –in-charge reserve the right to ask for increase of manpower if delay occurs / any slippage of schedule. However, you have to complete the entire job keeping manpower round the clock.
1. Completion period mentioned is essence of the contract and the executing agency must strictly adhere to completion the job in allotted time frame. In no case party shall be allowed to divert manpower allocated on this job.
  2. Party shall indicate the member name and address of workmen of this particular job of the NIT in separate sheet
  3. The bidders may ask/seek further information on bidding condition & process if any Information shall be provided to the bidders about the reasons for rejection of any bid if asked
  4. To affect the above, party may visit the site to access the job fully and if required may consult the undersigned regarding requirement of skilled and unskilled manpower.
  5. Party must give undertaking of performing similar nature of heavy job in Fertilizer or any other organization Govt. or Semi Govt. and in support of this party must submit work order copy completed with completion of job successfully.
  6. BVFCL reserves the right of canceling the work order and awarding the job to other suitable and resourceful party, **if the party upon which work order has been placed fails to start the job within 2 hours after getting clearance of work front our phone / in writing through FAX/Email.**
- 7.00 The contractor shall abide by all the statutory obligation under various statutory Acts and rules made there under, and as amended from time to time in respect of their establishment and / or workmen engaged by them. 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 and rules, and any other laws applicable to contractors and / or their establishment and the workmen engaged by them.
- 8.00 BVFCL is committed to a corruption free environment." All the works contract, services 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 responsible citizen to inform the matter to Vigilance Office, BVFCL, Namrup, Assam. (Tel No: 0374 2507092/ 0374 2507167)Tender papers / documents can be obtained during working hours on application from the following office "**CHIEF ENGINEER (MECH), N-III, BVFCL, Namrup**"

(KK Dihider)  
ACE (M), A-III & CPP

Ref: N-III/MECH-5/Cont-901

**SCHEDULE OF WORK & QUANTITY:**

**Job Name:** Removal of Primary Reformer burners & fixing them back in position after necessary repair (Total 30 Burners) and replacement of air hose pipe of burner (Total 50) in Ammonia-III plant

Sl. No.	Item	Quantity	Rate (₹)	Amount (₹)
A	Opening & boxing up of burners of Primary Reformer from position and fixing them back in position after checking in Ammonia- III plant	30 Nos.		
B	Opening & boxing up of burners hose pipe of Primary Reformer from position and fixing them back in position after replaced with new one in Ammonia- III plant	50 Nos.		
Sub total				
S.Tax@15%				
Total				

**NOTE:**

- i) Party not to add Service Tax (ST) if they are exempted and to write “**NOT APPLICABLE**”, but to attach proof copy issued from the competent/ statutory authority.
- ii) Party to add, if the **ST & VAT** is applicable.
- iii) Party to fill the tender form with clear handwriting as instructed and avoid overwriting.

In words: (Rupees ..... only  
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Signature of the tenderer with Date:

Party's name:  
Address:

SEAL: PAN No. ....  
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