

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED
(A GOVT. OF INDIA UNDERTAKING)
NAMRUP

Please reply to:
Chief Administrative Officer
BVFCL, Namrup
P.O. Parbatpur – 786 623
Dist. Dibrugarh (Assam), India.
GST NO. 18AABCB9399R1ZK

Phone: +91 [374] 2507164; FAX: +91 [374] 2500317; e-mail: administration@bvfccl.co.in . www.bvfccl.com
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NOTICE INVITING TENDER NO. : ADMN/CONS-15/2020-2021

- 1.NIT NO. Admn/Cons-15/2020-2021
- 2.DATE OF ISSUE : 19.05.2020.
- 3.TYPE OF BID : Two- bid system (Techno Commercial-bid and Price Bids)
- 4.BID OPENING : 08.06.2020 at 03:30 PM
- 5.ESTIMATED COST: i. Township Conservancy Group: A - Rs.27,61,096.63
ii. Township Conservancy Group: B -Rs.27,61,096.63
iii. Factory Conservancy Group: C -Rs.36,81,462.17
(Including Bonus & GST amount)
- 6.EARNEST MONEY DEPOSIT: i. Township Conservancy Group: A-Rs. 41,420.00
ii. Township Conservancy Group: B- Rs. 41,420.00
iii. Factory Conservancy Group: C- Rs. 55,225.00
- 7.BRIEF DESCRIPTION OF CONTRACT: Conservancy Contract, Township & Factory premises of BVFCL, Namrup.

For obtaining detailed online tender documents and for participation in online tender, parties are requested to visit our online procurement portal [http. //bvfccl.etenders.in](http://bvfccl.etenders.in).

In case of any information of the NIT, the following may please be contacted.

Mr. P. K. Bhattacharjee
Chief Administrative Officer
BVFCL, Namrup, District- Dibrugarh, Assam
M: 9954487332
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For technical support, please contact:

Mr. Prateek Parashar: +91 9167246753 / 8669143859
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iii. Factory Conservancy Group: C- Rs. Rs.36,81,462.17
(Including bonus & GST amount)

On line tenders under two-bid system (Techno-Commercial bid and Price bid) are invited from experienced, financially sound, Labour Licence (Central) and Provident Fund code number as per contract labour (Regulation & Abolition) Act., 1970 and amended from time to time for the following Sanitation and Public Health works/services in BVFCL, Namrup under Conservancy contract.

Sl. No.	Name of the Service/Contract	Estimated amount (Rs.) (including Bonus amount & ST)	Earnest money (Rs.)	Period of contract
1	<u>Township Conservancy Group-A.</u> Conservancy jobs in the area of sector-A, B & F (old & new) including all types of quarters, Fertilizer club, Union Office, Gandhi Maiden & Gallery, Indoor stadium, Bihu Pandel, T/ship Maintenance office, Trg. Hostel, Mukta Compost Project, Bio-Fertilizer Unit, Ration / LPG store & all other public bldgs. & public premises like field, open spaces etc. (Refer details job schedule enclosed herewith)	27,61,096.63	41,420.00	Initially for a period of 01(one) year & extendable for a period of another 01(one) year subject to satisfactory performance of the contract.

I/We agree with the above
Signature of Contractor with Seal

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2	<u>Township Conservancy Group-B</u> Conservancy jobs in the area of Sector-C, D & E (including kamalabari area) and all types of quarters, Model High School, Tel. Exchange, Union Office, BVFCL Daily Market & Office bldg., (excluding open spaces), Guest House, DS Flat, Officers Club, MT Hostel, K.Vidyalaya & all other public bldgs.& public Premises like field, Open spaces etc. and factory approach road upto Factory Main gate. (Refer details job schedule enclosed herewith)	27,61,096.63	41,420.00	
3	<u>Factory Conservancy, N, I, II & III Group-C</u> Conservancy jobs in the area / premises of Admn. Building, Training Centre, all Deptts., Offices, Plants, Control rooms, Open spaces, surrounding bldgs. drain etc. of N-I, N-II & N-III (Refer details job schedule enclosed herewith)	Rs.36,81,462.17	55,225.00	Initially for a period of 01(one) year & extendable for a period of another 01(one) year subject to satisfactory performance of the contract-

1. **Tenderer(s) must submit their quotation separately category wise like i. Conservancy Contract :Group-A (Township), Conservancy Contract: Group-B(Township) iii. Conservancy Contract: Group-C (Factory).**

2. **Tenderer(s) should upload scanned copy of following documents alongwith his/their Tender.**

- i. Valid Labour Licence issued by concerned authority/department (Central).
- ii. Average Annual Financial turnover during the last three years ending 31st March, 19, should be at least 30 % of the estimated cost.
- iii) Experience of having successfully completed works as mentioned above during last seven years, should be either of the following:
 - (a) Three similar completed works each costing not less than the amount equal to 40% of the estimated cost.
OR
 - (b) Two similar completed works each costing not less than the amount equal to 50% of the estimated cost.
OR
 - (c) One similar completed works costing not less than the amount equal to 80 % of the estimated cost.
- iv. Valid PAN card in his own / firm's name.
- v. Valid GST registration certificate in his own / firm's name.
- vi. Certificate for financial resourcefulness from any Nationalized bank during current financial year.
- vii. Valid PF registration Certificate and code no.

I/We agree with the above

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NB: Similar work means Cleaning of drains/road-berms/manhole chambers/sewage line etc., removal of carcasses/ garbage, clearance of chockages, cutting of jungle/wild growth and upkeeping of toilets/ lavatories, sweeping & mopping of rooms, control rooms etc.in any Govt./PSU/Central undertaking etc.

03. The Tenderers are required to upload scanned copy of Demand Draft/Bank pay challan (available on our website) towards required Earnest Money deposit.

If the EMD is submitted in form of DD that may please be drawn on any schedule bank in favour of Brahmaputra Valley Fertilizer Corporation Limited, payable at Namrup.

The EMD must reach the office of Chief Administrative Officer, BVFCL,Namrup within 10(ten) days of online opening date of the Bids.

04. The Tenders have to upload the scanned copies of Annexure-I, II, III & IV duly signed & sealed.

05. In case of holiday or bandh day the next working day shall be considered for opening of the Tender.

06. BVFCL is committed to a corruption free work environment. "All the above services and commitment 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 to inform the matter to Sr.Vigilance Officer, BVFCL,Namrup,P.O.Parbatpur,Dist. Dibrugarh, Assam-786623.

The tenderer(s) should carefully read and understand all the pages of NIT including terms & conditions and satisfy himself before completing the online bids.

(P.K.Bhattacharjee)
Chief Administrative Officer.

Enclo: Annexure-I, II, III & IV.

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GENERAL TERMS & CONIDITIONS

1. SCOPE OF WORK

Township Conservancy, Group : A (Sector- A, B & F), Group : B (Sector-C, D & E) and Factory Conservancy, Group-C(N-I, II, III). The scope of work and other terms and conditions and schedule of jobs are given below. The work should be done in accordance with the schedule of work.

2. EARNEST MONEY DEPOSIT

Quotations should accompany the required Earnest Money as shown above for **EACH GROUP SEPERATELY like Group-A(T/ship), Group-B(T/ship) and Group-C(Factory)** and payment should be made in the form of a DD/Bank pay challan (available on our website) in favour of BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED on any scheduled bank payable at Namrup preferably State Bank of India / UCO Bank /UBI, Namrup. D.D. payable at locations other than Namrup will not be accepted. Cheques would not be accepted in any case. TENDER SUBMITTED WITHOUT EARNEST MONEY DEPOSIT, WILL BE SUMMARILY REJECTED, WITHOUT FURTHER REFERENCE.

On finalization of the contract, the earnest money so deposited by the unsuccessful tenderers will be returned without any interest. The earnest money deposited by successful tenderer shall be returned without any interest after furnish the required security deposit.

3. SECURITY DEPOSIT:

The successful bidder should be furnished 10% security deposit of Contract value in the form of a Crossed Demand Draft, in favour of BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED on any scheduled bank payable at Namrup preferably State Bank of India, Namrup / UCO Bank/UBI, Namrup. D.D. payable at locations other than Namrup will not be accepted. Cheques would not be accepted in any case. The tenderer will, however, have the option to furnish a Bank Guarantee, Government Securities, FDR or any other form of deposit for security deposit within 30 days of receipt of letter of acceptance.

On finalization of the contract, the earnest money so deposited by the unsuccessful tenderers will be returned without any interest. The earnest money deposited by the successful tenderers shall be converted into Security Deposit, if necessary. On satisfactory performance and completion of the period of contract in all respects the Security deposit will be returned to the contractor without any interest

4.GENERAL CONDITIONS:

a. The successful tenderer(s) shall employ minimum 12 nos. labour in each Group of Township i.e. Gr. A & B and 16 nos. labour in Factory Group-C between the age of 18 years to 60 years for satisfactory performance of the work allotted to him. If any labour attend the age of 60 years, he should be dropped immediately and engage new one in place of him with written intimation to Chief Admn. Officer. The contractor has to ensure that all the labourers put on the job are doing their daily jobs properly throughout the day and to ensure that the daily jobs are done properly. If the required number of labourers engaged by the contractor found shortfall or if the jobs is not found satisfactorily the contractor has to complete the jobs satisfactorily with additional man power otherwise none satisfactory performance of the daily jobs, the Corporation will have the right to deduct the proportionate amount from the contractor's bill.

b. The successful tenderer(s) shall submit the police verification report of each labour engaged in respective groups in respect of their Character & Antecedent. On the request they will be allowed Gate passes/Identity Cards with photographs as the case may be at the cost of Contractor, who will be allowed to enter into the premises of the Corporation subject to verification of their character antecedent by police.. In case, the Identity cards are lost it is the responsibility of the contractors to ensure that the Identity Cards are not misused. It would be the responsibility of the Contractor to provide badge/token or any such item for easy identification of his labourers.

I/We agree with the above

Signature of Contractor with Seal

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- c. The successful tenderer(s) should be responsible for the proper conduct of his persons. In case it is noticed that any of his staff is disrespectful or indulges in bad behavior or commit thefts or tempers with any of the properties of the Corporation, the same should be replaced forthwith on receipt of the complaints. The contractor(s) will also be responsible for any loss suffered by the Management consequent to the conduct of his persons in the discharge of their duties relating to this work.
- d. The successful tenderer(s) shall make his own arrangement for housing of his workmen for which the Management will neither provide accommodation for this purpose.
- e. The successful tender(s) shall make necessary arrangement for implements/tools like daw, spade, bamboo, Jharu, thella, detergent (phenyl/naphthalene ball/odonil/blising powder/harpic) etc. for attending jobs in both Factory and Township.
- f. The successful contractor of Township Conservancy:Gr: A, Township Conservancy Gr.B and Factory Conservancy Gr.C should collect complaints and other jobs to be allotted from the Admn. Office daily in the morning hours and submit completion report duly certified as per the proforma furnished by the deptt.**
- g. For attending complaints of individual quarter in Township a separate group of workers should be engaged without disturbing the other scheduled jobs coming under the contract and the Contractor shall obtain the signature of the occupant(s) of the quarter after completion of the job(s).
- h. On every Monday the Contractor shall submit the completion report of the jobs assigned and executed during the last week and will obtain job planning list for the next week.
- i. The tenderer will be deemed to have satisfied himself/themselves as to the nature of the site, local facilities and all matters effecting the execution and completion of the work. No claim for extra charges consequent upon any misunderstanding or otherwise will be allowed.
- j. The contractor will be required to assist the deptt. in Misc. jobs like-removal of unauthorized sheds/house etc. inside BVFCL Township and sewerage line maintenance jobs as and when required.
- k. The successful Tenderer of Factory Conservancy Group-C shall be engaged all labourers for cleaning, sweeping, mopping of rooms/offices, cleaning of urinals, toilets, wash basins etc in the 1st half and contractor shall submit satisfactory completion certificate duly certified by Incharge of the Control rooms/Plants/Offices/Deptts. as per format AND 2nd half all labourers to be engaged for cleaning of drains, road berms, vegetation/wild growth, removal of creepers from bldgs, cleaning of underground drains/manhole chambers etc. and shall submit satisfactory completion certificate as per format duly certified by concerned officer along with every month bill.**
- I. Acceptance of the tender rest absolutely with BVFCL Management, who at its discretion can accept the lowest any tender or offer at the rates quoted in/by the lowest bid in all groups and also reserves the right to reject any or all tenders without assigning any reason or giving any explanation thereof.

5. COMPLIANCE OF VARIOUS LAWS :

- i. The contractor shall abide by all the statutory obligations 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 him/them in which the contractor must have to obtain Licence from the office of the Regional Labour Commissioner & Licensing Officer (Central), Dibrugarh. The Contractor shall be liable to remit contribution of Provident Fund of his employees to EPF authority as per the provision of Employees Provident Fund and Misc. Provisions Act, 1952.
- ii. 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 Contractor(s) and/ or their establishment and the workmen engaged by him/them
- iii. In the event of any default on the part of the contractor in complying with the provisions of above Acts, the company shall be free to terminate the contract Agreement without notice and make such steps for protection of its interest as considered necessary at its discretion.

iv. Payment of wages to his employees should be made as per the provision of the Payment of Wages Act, 1936 and the Contract Labour Act(R&A) Act, 1970 as amended from time to time, every month irrespective of clearance of bill(s). Payment to workmen shall be made through Bank Account only and challan/receipt copy of the same to be submitted by the Contractor alongwith next monthly bill(s).

v. The successful tenderer should give a declaration that an amount of Rs.5000/- or any amount fixed by the competent Authority would be paid as ex-gratia to the dependant(s) of the workmen and any other Compensation as per Laws in the event of the security personnel's' death occurring while on duty. The payment should be made by the Corporation and the same will be recovered from the contractor, if the Contractor fails to make payment to the dependants.

6. PERIOD OF CONTRACT:

The contract will be valid for a period of 1(one) year from the date of commencement of the contract and may be extended for another period of 1(one) year subject to satisfactory service during the contract period as well as requirement of the Corporation and at the discretion of Management. However, Management reserves the right to give 15(fifteen) days notice to the contractor, if his work is found unsatisfactory warning him to control his persons asking them to improve upon. Even if there is no improvement on the part of his person(s), the contract may be terminated forthwith.

7. SUBMISSION OF MONTHLY BILL

The contractor(s) shall have to submit his monthly bill(s) after the completion of each month in respect of work done by him along with payment sheet of previous month and Bank payment statement copy for each labour, copy of self attested EPF deposit challan, GST deposit challan, ECR copy along with a list of workmen whose EPF contribution are deposited as per challan and jobs completion certificates etc. duly signed by authorized officials of deptt/section/plants etc. The bill will be verified by Administration Deptt. and sent to Accounts for payment. The payment will, however, be subject to the execution of the Agreement. The payment will be made after making statutory and other deduction as per rule, if any.

8. FORCE MAJEURE:

- i. Neither the contractor nor the company shall be considered in default in performance of its obligation hereunder, if such performance is prevented or delayed because of hostilities, revolution, flood, and earthquake or because of any law and other proclamation, regulation/ordinance of any Govt. of any sub-division thereof because of any Act. of Govt. or for any other cause beyond the reasonable control of the party affected.
- ii. Should one or both parties are prevented from fulfilling contractual obligation by Act of the or a State force majeure lasting continuously for a period of six months, the two parties shall consult together regarding the future execution of the Agreement.

9. ARBITRATION

Matters related to contractual disputes shall be dealt in accordance with the ICADR, New Delhi (INTERNATIONAL CENTER FOR ALTERNATIVE DISPUTE RESOLUTION) Arbitration Rules, 1996.

10. EXECUTION OF AGREEMENT:

On acceptance of the tender, the contractor will have to execute an agreement on stamp paper of appropriate denomination at his own cost within 7(seven) days from the receipt of the work Order.

I/We agree with the above
Signature of Contractor with Seal

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11. SPECIAL TERMS AND CONDITIONS:

- i. The tenderer must be a licenced contractor under Contract labour (Regulation and Abolition) Act 1970 and as amended from time to time.
- ii. The tenderer shall abide by all the provisions of Contract Labour (R&A) Act 1970 and as amended, Minimum Wage Act, 1948, Factories Act, 1948, Industrial Disputes Act, 1947, Payment of Wages Act, 1936, Payment of Bonus Act., Employees PF & Misc. provisions Act 1952, Workmen Compensation Act, 1923, and their respective rules framed under each of the said Acts and as amended from time to time applicable to the tenderer and in case of failure to do so on the part of the contractor, the Corporation shall have the right to deduct from the tenderer's bill the expenses which are to be incurred in connection with any claim from any party including the person(s) engaged by the Contractor.
- iii. The contractor will make payment of wages to his employees in accordance with Govt. Notification wage rate/scheme as revised from time to time. If there is any enhancement /revision of wages under Govt. Notification (Central) during the currency of the contract the corresponding increase, as applicable would be considered by BVFCL.
- iv) The Contractor has to maintain a register of his employees/labour with the particulars shown in the proforma to be supplied for implementation of the provisions of Contract Labour (R&A) Act, 1970 and as amended.
- v) The address of the tenderer must not be of any BVFCL quarter allotted to any employee for residential purposes. The tender of such tenderer with whom there is any dispute with the corporation, will be straight way rejected. GDCC of the Corporation shall form part of the NIT and the work order.
- vi) The whole work may be split up between two or more contractors accepted in part and not in entirety if considered expedient.
- vii) To carry out any other duly assigned by the competent company officer within the terms of this contract to perform incidental and allied duties as may be required to be performed.
- viii) Contractor shall visit the contractual/area/premises periodically and not less than once a fortnight and meet competent company officials/manager whenever specifically called by the latter and carry out the tasks assigned efficiently diligently and to the satisfaction of the company.
- ix). The contractor shall ensure that any dispute between him and his employees' to settle outside the premises, property etc, for this purpose.
- xi) The contractor shall take appropriate insurance cover from government insurance company under the workmen's compensation Act for the requisite amount in respect of workmen (as future provisions). Insurance cover shall be obtained by the contract at his cost within a fortnight of the commencement of the contract and copy of insurance cover to be sent to the company immediately.
- xii) The liability of any compensation for injury to his employees or other arising as result of duties by workmen shall be that of the contractor.
- xiii) With regard to the interpretation of the terms and conditions of this contract, the decision of the BVFCL, Namrup shall be final.
- xiv) For purpose of Civil/criminal jurisdiction arising out of this contract, the company's headquarters/head office shall be deemed to be at Namrup where the cause of action would deem to arise.

I/We agree with the above

Signature of Contractor with Seal

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12. SUB-LETTING OF CONTRACT

The Contractor(s) shall not assign or sub-let the contract or any part thereof. Any breach of this condition shall entitle to take such steps as may be necessary and also terminate the contract and also re-tendering. No power of attorney shall be accepted / entertained.

13. i. Acceptance of tender will rest absolutely on BVFCL Management, at its discretion, can accept the lowest or any tender and reserves its right to accept/reject any or all tenders without assigning any reason thereof or divide the tenders into two or three contractors, if required.
- ii. The corporation reserves the right to terminate the contract without assigning any reason what so ever with a notice of 10 days for the same.
14. BVFCL may go for Reverse Auction after Techno-Commercial evaluation & price bid opening of only successful tenders. Bidders are therefore required to confirm their participation in Reverse Auction along with Techno-Commercial Bid.
15. Any bidder after submission of their on line bids, backs out at later stage in his own, will be debarred from participation of all future similar nature tender of BVFCL & their name will be put under **"Holidays list" for one year.**

16. Personal Accident Insurance Policy

- i) **Contractor shall buy Personal Accident Insurance (24x7) policy for all of his employees deployed under the contract before the start of work. Contractor shall ensure that no employee should enter the BVFCL factory premises or working area without insurance cover as stated below.**
- ii) **The policy should cover the accidental death of workers for 24 Hrs for all the seven days of week.**
- iii) **The policy should be purchased from Govt. undertaking company.**
- iv) **The coverage shall be of Rs.2 lakh per individual. The sum assured (Rs. 2 lakh) shall become payable to the nominee/legal heir in the event of death due to accident of insured person.**
- v. In the event of death of any contract worker deployed by the contractor without proper insurance cover, the contractor shall be liable to pay Rs. 2 lakh to the nominee/ legal heir of such deceased contract worker.

17. EXEMPTION OF TENDER FEES/EMD ETC.

- a. **MSEs shall be given the benefits of issue of tender documents free of cost, exemption from submission of Earnest money deposit, price preference etc. as per Govt. Guidelines.**
- b. **SC/ST owned MSEs shall submit relevant SC/ST certificates and registration should remain valid at the time of bidding.**
- c. Condition of prior turnover & prior experience with respect to start-up and micro & small enterprises will be relaxed as per Govt. Policy circular no.1(2)(1)/2016-MA dtd.10/03/2016 & F.20/2/2014-PPD (Pt)Dtd.20/9/2016 subject to meeting of Quality & technical specification.

18. SUBMISSION OF TENDER

The Tenderers should quote the rates taking into account of daily minimum wage plus VDA as per Govt. Notification (Central) wage rate and other applicable benefit like EPF 12%, Admn charge, holiday, Annual leave, LTC and other benefits extended by BVFCL, Namrup like social benefit, Compensation wage & Additional Compensation wage and implements charges & Contractors profit.

(GST and Bonus as applicable will be extra at actual.)

Tender should be furnished in 2(two) bids i.e. "Techno- Commercial bid" and "Price bid".

A) Tenderer(s)/Agency(ies) should upload scanned copy of following documents along with his/their Technical bids:

Eligibility criteria:

- i) Valid Labour Licence (Central) issued by the concerned authority/department.
- ii) Average annual financial turnover during the last 3 years, ending 31st March'2019 of previous financial year, should be at least 30% of estimated cost.
- iii) Experience of having successfully completed similar works during last 7 years, should be either of the following:

I/We agree with the above

Signature of Contractor with Seal

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- a. Three similar completed works each costing not less than the amount equal to 40% of the estimated cost.
OR
- b. Two similar completed works each costing not less than the amount equal to 50% of the estimated cost.
OR
- c. One similar completed works each costing not less than the amount equal to 80% of the estimated cost.
 - iv) Certificate for Financial resourcefulness from any Nationalized Bank during current Financial year.
 - v) Valid PF registration certificate and Code No. in his own Firm's/Agency's name
 - vi) Valid PAN/TAN card in his own Firm's /Agency's name.
 - vii) Valid GST registration certificate in his own/ Firm's name.
 - viii) DD/Bank pay challan (available on our website) towards required earnest money deposit.
 - ix) The tenderers have to upload the scanned copies of Annexure – I, II, III & IV duly signed & sealed.

Definition of similar works mean general cleaning jobs like:

Cleaning of drains, road-berms, manhole chambers, sewage line etc., removal of carcasses, garbage, clearance of chockages of underground sewage line, cutting of wild growth/vegetation and upkeeping of toilets/ lavatories, sweeping & mopping of rooms, control rooms etc.

FAILURE TO FULLY COMPLY WITH THE ABOVE REQUIREMENTS SHALL RESULT IN SUMMARILY REJECTION OF THE TENDER.

B) The price bids shall be opened online of only those tenderer whose Techno-Commercial bid is found acceptable.

NB: RATE QUOTED IN "PRICE BID" MUST BE EXCLUSIVE OF GST & BONUS.

C) All the documents uploaded by Tenderers in Technical bids, should be INDEXED.

THE TENDERER SHALL NOT UPLOAD ANY PAPER/DOCUMENTS WHICH IS/ARE NOT REQUIRED UNDER THE TERMS OF THE NIT. CONDITIONAL OFFER(S) WILL BE SUMMARILY REJECTED.

(P.K. Bhattacharjee)
Chief Administrative Officer

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Signature of Contractor with Seal

SCHEDULE OF JOBS.**TOWNSHIP GROUP-A & GROUP-B**

The successful tenderer (s) shall engage minimum 12(twelve) number of labourers between the age of 18 years to 60 years **in each group of Conservancy jobs: Group-A (sector: A,B&C) and Township Conservancy jobs: Group-B(sector-C,D&E)** for satisfactory performance of the work allotted to him.

The general job for both groups : Township Conservancy, Gr. A & Township Conservancy, Gr. B, which are common to all are cleaning of drains, road-berms, cleaning of back-lane, open spaces, removal of carcasses, garbage, cleaning of manhole chambers, sewerage line and clearance of chockages etc. In addition to general jobs mentioned above, Contractor will have to undertake jobs of maintenance and up keeping of toilets/lavatories etc. of the school & public bldgs. and cleaning of wild growth in the open spaces/field in the township fall within the area of respective groups as & when required. Details of jobs to be undertaken are described below:

1. **Cleaning of drains in the Township.**

The Contractor will have to clean thoroughly all the drains (front & back side)of the area of the group concerned daily. The cleaning of drains implies removal of garbage, garden wastes etc. from the drain manually and garbage etc. so collected must be thrown away daily at the appointed place. The cleaning jobs will have to be done on daily basis so that the entire drainage system of the area is attended to once in a month to the satisfaction of employees of the area and our Supervisory staff. The job will have to be certified by our staff. If the drains have been cleaned and the garbage have not been removed it will be taken as an incomplete job and deduction will be made proportionately. The arrangement for disposal of the garbage etc. either by trolley or thella will have to be made by the contractor himself.

2. **Cleaning of Road berms, removal of cow dung:**

The cleaning will imply everyday removal of cow dung, garden wastes thrown around and any other waste materials. The cleaning will include the removal of wild growth and weeds from the berms portions of the roads and lanes including double way of factory approach road. The berm portions are katcha and during the rainy season contractor will have to ensure special efforts to see that there is no wild growth or weeds. The entire garbage so collected will have to be disposed off on the same day at their own arrangement. All road berms and drains of the entire area is required to be attended once in a month including the factory approach road up to the Factory Main gate.

3. **Removal of Garbage, carcasses etc.**

Carcasses from the vicinity of the township, colony and the double way lane factory approach road will have to be removed and disposed off by the contractor from their respective areas at a suitable place. It will be the duty of the Contractor to clean the dustbin /garbages heap etc. by their own garbage van or trolly/thela etc. The garbage will have to be disposed off within the BVFCL estate at a place provides for the purpose of dumping pits. All carcasses irrespective of size and weight will have to be removed within 6 hrs. of detection positively including holidays.

4. **Sewage lines**

The sewage lines in the entire township are underground. These are to be maintained from the first manhole of the residential quarter and public building to the last falling points of the main sewerage system. The jobs involve are:

a)Regular cleaning & Flushing of sewer-lines whenever and wherever necessary and at least a routine cleaning to be done every day.

I/We agree with the above

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b) To clean and to remove the chockages of sewerage lines of residential and public buildings, there is a complaint register available with Estate section of Admn.dept. and every morning contractor have to collect the details of the complaints and submit a written certificate duly signed by the complainants that if has been attended,. In case the complaint is not attended within 12 hours, irrespective of Sundays, Holidays, the management will arrange its cleaning at risk and cost of the contractor and the entire money spent by the Management will be deducted from the bill without any reference to the contractor.

5. Public building/place etc.

The contractors will have to clean all the drains and surrounding area of the public Buildings/places (where labourers are not engaged from Unskilled labour supply contract) of respective groups including inside cleaning and Lavatories, Toilets etc. For all the works to be attended to public building/premises and payment of bill will be made on the basis of certificate issued by the concerned officer-in charge with signature and seal regarding the actual work performed.

The details of public building/places etc. located in the township are as below:

For Group: A (Township)

- 1.Namrup Fertilizer Club and FWUN office
- 2.Trainees Hostel No.1
- 3.Mukta Compost Project.
- 4.CISF Camp and Ration/LPG Stores.
- 5.Gandhi Maiden field/Gallery/Indoor Stadium/old Play grounds in the Township.
- 6.Township Maint.office(Civil &Elect deptt)
- 7.Bihu Pandel.

For Group:B (Township)

1. NFSU office and JCO office.
2. DS Flat & Guest House premises.
3. Telephone Exchange
4. BVFC Daily Market/Office bldg(excluding open spaces).
5. Management Trainee Hostel
6. Officer's club.

6. **Cutting of wild growth/jungle in the open spaces:**

The successful contractor will have to clean/cut the wild growth/jungle/vegetation in the open spaces/field, Public buildings & Electrical sub-station located in Township (where labourers are not engaged from unskilled labour supply contract.) areas fall within the respective group(s) as and when required.

7. **DOUBLE STORIES BUILDING:**

There are some over ground or under ground sewage lines in the double storied buildings. The contractor will have to clean the sewage lines and remove chockages as and when required, which may require technical hand also.

I/We agree with the above

Signature of Contractor with Seal

contd.p/5

SCHEDULE OF JOBS

FACTORY CONSERVANCY, N-I, II & III : GROUP-C

The successful contractor shall engage minimum 16(sixteen) number of labourers between the age of 18 years to 60 years in Factory Conservancy jobs for overall satisfactory performance of jobs allotted to him.

Administrative building.

Daily cleaning and sweeping of all the rooms & corridors of Administrative building with disinfectant solution covering all department /offices like Administration, Public Relations, Vigilance Deptt, Personnel deptt, Finance, Marketing Deptt. & MS(Computer), Secretariat (D(P)'s/D(F)'s chamber/CMD's chamber, GM 's chamber, Conference hall, CS Office rooms CISF office etc., including all Car Garages, Cycle sheds etc. In addition to above, contractor will have to undertake jobs of maintenance and up keeping toilets/lavatories, supply of naphthalene ball/phenyl etc. as and when necessary, all pathways, open spaces, including all surrounding drains, cutting of vegetation/wild growths removal of garbages, removal of creepers and unwanted vegetation etc. within the peripheral wall of Administrative office buildings.

Factory, N-I,II&III

The general jobs for Factory conservancy, Group-C are cleaning & sweeping of rooms. & courtyard of all offices / deptts. with disinfectant solution covering Tech.bldgs,N-II&III/Civil/safety/TS, Control rooms/ Workshops of all plants etc., Car garages, cycle sheds, periodical sweeping of roads, all road berms, moping of rooms including cleaning of all type of drains, vegetation/wild growths, creepers and removal of garbages & carcasses etc. fall in the Factory premises, N-I,II&III. In addition to general jobs mentioned above, contractor will have to undertake jobs of maintenance, up keeping toilets/lavatories, supply of naphthalene ball/phenyl etc. as and when necessary and cleaning the sewerage line including manhole chambers fall under following plants & deptt.

NAMRUP-II

1. PRODUCTION DEPTT:

a.AMMONIA PLANT- II

Purification section control room, inner gas generation section's room, storage section & ammonia central control room, ammonia plant workshop.

DM Plant office & Control room, Auxiliary Boiler control room, Steam Generation Plant/Boiler Control room, Compressor House, Inst. Air Compressor house.

b.UREA PLANT-II.

Cooling tower pump house, CO2 compressor, central control room, urea plant office, urea workshop and Conveyor system control room and CO2 blower control room.

c.UTILITIES GROUP OF PALNT

MGD process Water pump house, control room and shift offices & site office(02 nos).

2. TECHNICAL SERVICE DEPTT.

Central Chemical Laboratory, Tech. Buildings (These include offices, site workshops and site laboratory etc.) Chemical Control laboratory and Safety establishment inside Factory including all drains nearby office premises ie., the above mentioned areas is only the location for cleaning job up to the satisfaction of the concerned officer, In charge under the Administrative control of Technical Service Department.

3. ELECTRICAL

Central Electrical workshop, Ammonia-II Elect workshop, Ammonia-II Sub-station & MCC room, 66 KV control room, System Generation Sub-Station.

Urea-II Elect. Work shop U-II Sub-Station & MCC room, Urea-II Utility, Electrical Workshop/ Office rooms etc.

4. MECHANICAL

Central Mechanical workshop, Auto/Carpentry workshop, urea(Utility) workshop and Office Buildings.

5. INSTRUMENTATION

Central Instrumentation workshop, Instrumentation workshop of all plants (Ammonia, Urea, Bagging plant) & GRP Section Instrumentation workshop.

I/We agree with the above

Signature of Contractor with Seal

contd.p/5

6. BAGGING PLANT-II

All office room, all shift office, & Control room etc.

7. DEPARTMENTAL Canteen/SECURITY DEPTT/FIRE

All Canteen rooms, Tea distribution center etc.(These includes tea distribution booth/centre and removal of garbage) & CISF office(Main gate & vehicle gate), Fire station.

8. MATERIALS MANAGEMENT, TRAINING CENTRE AND FIRST AID POST.

All offices of Ground & 1st floor, Trans.Sec.,Stores sheds , all offices of Training Center Ground floor & 1st floor including workshop and First Aid Post.

Namrup-III.

11.(DAILY CLEANING & SWEEPING OF):

- a. Technical office building (double stories all offices)
- b. DM Plant including control room & Laboratory.
- d. Instrument Air Section.
- c. Captive Power plant including control room (2 nos.)
- f. Bagging plant all offices, Workshops &Control rooms.
- g. General shift office(utility) and change room(2 nos).
- h. Urea plant Technical Building rooms.
- i. Urea & Ammonia control room and shift office rooms.
- j. Main sub-station, Ammonia & urea plant.

12. (DAILY CLEANING & SWEEPING OF):

- a. Ammonia Plant office and Central control room (11 nos).
- b. Inert Gas Generation Section, including Compressor house.
- c. Purification pump house area & purification section control room.
- d. Ammonia Cooling Tower pump House control room.

13.(DAILY CLEANING & SWEEPING OF):

- a.Main sub-stations CPP.
- b. Water Treatment plant, Jack well site office, workshop & all shift office
- c.Ammonia laboratory.
- d.Urea control room and plant office.
- e.Change rooms.
- f.Operator's rooms.
- g.Raw water sub-station.
- h.Process water sub-station.
- i.Silo sub-station.
- j. BFWT, MCC room.
- k. Ammonia MCC room.

14.Cleaning of drains & road berm

(Once in a month/as and when required)

- a. Cleaning of drains surrounding of plants/office bldgs. of N-I,II,III beyond plant battery limit. & manhole chambers.
- b. Mechanical/manual carriage of Plant wastage deposited outside the plant battery limit.
- c. Cleaning of all road berms & vegetation surroundings of plants/offices/bldgs.
- d. Cleaning of garbage's pits once in a month located different areas of plants.
- e. Other misc, jobs as and when required to be attended.

I/We agree with the above

Signature of Contractor with Seal

contd.p/5

Appendix-A

MODEL ARBITRATION CLAUSE FOR ARBITRATION OF CONTRACTUAL DISPUTES

Parties to a contract who agree to resolve their contractual disputes in accordance with the ICADR Arbitration Rules, 1996 and to have the ICADR act as appointing authority and/or provide administrative services, may use the following clauses;

- ✚ If a dispute arises out of or in connection with this contract, or in respect of any defined legal relationship associated therewith or deliver there from , the parties agree to submit that dispute to arbitration under the ICADR Arbitration Rule 1996.
- ✚ The authority to appoint the arbitrator(s) shall be the international Centre for Alternative Dispute Resolution.
- ✚ The international Centre for Alternative Dispute Resolution will provide administrative service in accordance with the ICADR Arbitration Rules, 1996 .

Note: Parties may consider adding the following.

- (a) The number of arbitration(s) shall be _____
- (b) the language of the arbitration proceeding shall be _____
- (c) Specific qualification of the arbitrator(s) including (but not limited to) language, nationality, technical qualifications and experience.
- (d) The place of arbitration proceedings shall be _____

ICADR-7

This supercedes arbitration close No.71 Page- 35 & 36 of the GDCC.

(To be filled in and signed by the tenderer)

To
The Chief Administrative Officer
BVFC Ltd., Namrup,
P.O.Parbatpur-786623

Sub: Conservancy Jobs in Township Group____ /Factory Group____.
NIT No: Admn/Cons-15/2020-2021.

Dear Sir,

Having understood the conditions of the contract/specification of works for the above work as detailed in your NIT No.Admn/Cons-15/2020-2021, I/we offer the rates as per the enclosed specification of instructions for the job of Township Group____ /Factory Group____.

The offer of the above rate(s) is based keeping in mind all factors governing the matter and also keeping in consideration any change in circumstances in future.

I/we undertake to deliver the whole of the work comprised in the contract within the time stated.

If the tender is accepted, I/we hereby agree to abide by and fulfill all the terms and provisions of the said conditions of contract and annexed hereto or in default thereof, forfeit the sum(s) of money mentioned in the said conditions as penalty etc.

A sum of Rs.....(Rupees_____) only through Bank Challan no._____dated _____ is forwarded herewith as Earnest Money. The entire amount(Earnest money)shall be forfeited to the Brahmaputra Valley Fertilizer Corporation Ltd., Namrup, if I/we do not sign the Contract Agreement in time or fail to deliver the work within the time specified in the work order of the contract. The said Earnest Money shall be retained by Brahmaputra Valley Fertilizer Corporation Ltd., Namrup.

Unless and until a formal agreement is executed and complete in all respects, no payment will be made by BVFC Ltd., Namrup.

I/we understand that you are not bound to accept the lowest or any tender you may receive and also is not required to assign any reason for not allotting the contract to me/us or anybody. Further, I/we also understand that advocacy of my/our case for any reason directly or indirectly will go against me/us.

As a sign of my having understood the terms and conditions and other details of the contract, I/we hereby return the subject NIT after signing and affixing seals on all pages and also agreeing that the same shall be used as a part of the duly executed contract document in event I/we am/are awarded the contract.

I further declare that I am not a partner/proprietor of any other firm/company or in any way the others participating in the above NIT.

Yours faithfully,

Date

Signature of the tenderer :

Name in full (block letters) :

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LTD.
NAMRUP:: ADMINISTRATION DEPTT.
NIT NO.Admn\Cons-15\LS\2020-2021

<i>Techno-Commercial Bid</i>		
<i>Sl.No.</i>	<i>Particulars</i>	<i>Bidder's Response</i>
<i>1.</i>	Status of the Contractor (Proprietorship/partnership/firm)	
<i>2.</i>	<i>Upload scanned copies of Average annual financial turnover of the last three years ending 31st March of previous financial year, should be at least 30% of estimated cost.</i>	
<i>3.</i>	<i>Upload scanned copies of work order(s) along with successful completion certificate of similar works as per NIT.</i>	
<i>4.</i>	<i>Upload scanned copy of valid Labour Licence issued by the concerned authority/department of Central Govt.</i>	
<i>5.</i>	<i>Upload scanned copy of Certificate for Financial resourcefulness from any Nationalize Bank during current Financial year.</i>	
<i>6.</i>	<i>Upload scanned copy of PAN/TAN NO. in his own Firm/s/Agency's name.</i>	
<i>7.</i>	<i>Upload scanned copy of GST registration certificate in his own Firm/s/Agency's name.</i>	
<i>8.</i>	<i>Upload scanned copy of EPF registration certificate in his own Firm'/Agency's name.</i>	
<i>9.</i>	<i>Upload scanned copy of DD/Bank pay Challan towards required EMD.</i>	
<i>10.</i>	<i>Upload scanned copies of NIT (Annexure-I, II, III & IV) duly filled and signed/sealed as confirmation of agreeing to all the terms & conditions of NIT.</i>	
<i>11</i>	<i>Confirmation of participation in e-reverse auction.</i>	

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LTD.
NAMRUP:: ADMINISTRATION DEPTT.
NIT NO.Admn\Cons-15\2020-2021

PRICE BID		
Name of jobs: Township Conservancy Contract: Group-A (Sector-A,B&F (old& new))		
Sl. No.	Description **while quoting the rate/price the contract should assess the quantum of job as per job schedule including implements charges like thellas for removal of garbages, carcasses, daw, spade, use of detergent /disinfectant solution and minimum daily wages plus VDA of labourers as per Central Govt notification & other applicable benefit like PF plus Admn. Charges, Annual leave, holiday, LTC etc. alongwith other benefits extended by BVFCL, Namrup for required number of manpower.)	** Rate per day (in rupees excluding GST & Bonus)
1	Daily removal of chockage/garbages/carcasses and sweeping of all roads & cow-dung etc. from the sector- A, B & F (old & new) including public building area.	Rs.....
2	Daily cleaning and sweeping of FWUN office, NF club, Township Maint. Office . (Civil& Elect), Indoor stadium & LPG office.	Rs.....
3	Cleaning of all drains, road berms & back lanes of quarters once in a month) <u>Sector-A</u> including T/ship Maint. Office surrounding drains. <u>Sector-B</u> including NF club & FWUN office surrounding drains <u>Sector-F</u> (old& new) including MV compost Project, Training. Hostel, CISF camp & LPG store.	Rs.....
4	<u>Cutting & removing wild growth/vegetation once in a month.</u> LPG store, MV compost, NF Club ,FWUN office, Bihu Pandel & nearby field , Indoor Stadium/Gandhi Field/Old Football field/Durga Mandir field/Hospital/HS School & all open spaces in Sector- A, B & F (Old & New) and Elect. Sub-station/ transformers (as and when required) (where labourers are not engaged from unskilled labour supply contract.)	Rs.....
Total		Rs.

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LTD.
NAMRUP:: ADMINISTRATION DEPTT.
NIT NO.Admn\Cons-15\2020-2021

PRICE BID		
Name of jobs - Township Conservancy Contract: Group-B (Township) Sector – C,D & E area		
Sl. No.	Description **while quoting the rate/price the contract should assess the quantum of job as per job schedule including implements charges like thella for removal of garbages, carcasses, daw, spade, use of detergent /disinfectant solution and minimum daily wages plus VDA of labourers as per Central Govt notification & other applicable benefit like PF plus Admn. Charges, Annual leave, holiday, LTC etc. alongwith other benefits extended by BVFCL, Namrup for required number of manpower.)	** Rate per day (in rupees excluding GST & Bonus)
1	Daily removal of chockage/garbages/carcasses and sweeping of all roads & cow-dung etc. from the sector- C, D & E including Kamalabari area.	Rs.....
2	Daily cleaning and sweeping of NFSU office , Officers club & stadium, DS Flate, JCO Office & Telephone Exchange (T/ship), Factory Main Gate approach road, Dir. Bungalow gate area & Pbolic buildgs.	Rs.....
3	Cleaning of all drains, road berms & back lanes of quarters once in a month) <u>Sector-C</u> including NFSU office bldg & Factory approach road. <u>Sector-D</u> including DS Flat, MT Hostel & Officers Club & GH bldg. <u>Sector-E</u> including Kamalabari area & Director's bldgs.	Rs.....
4	<u>Cutting & removing wild growth/vegetation once in a month.</u> Campus of DS Flat, Guest House, Officers Club, & all open spaces/field in Sector- C, D & E including Kamalabari area and Elect. Sub-station/transformers(as & when required)	Rs.....
Total		Rs.

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LTD.
NAMRUP:: ADMINISTRATION DEPTT.
NIT NO.Admn\Cons-15\2020-2021

PRICE BID		
Name of jobs : Factory Conservancy Contract: Group-C (Namrup-I,II & III)		
Sl. No.	Description **while quoting the rate/price the contract should assess the quantum of job as per job schedule including implements charges like thellas for removal of garbages, carcasses, daw, spade, use of detergent /disinfectant solution and minimum daily wages plus VDA of labourers as per Central Govt notification & other applicable benefit like PF plus Admn. Charges, Annual leave, holiday,LTC etc. alongwith other benefits extended by BVFCL, Namrup for required number of manpower.)	** Rate per day (in rupees) excluding GST & Bonus.
1	<u>ADMINISTRATIVE BUILDING GROUND FLOOR</u> a.Daily cleaning and sweeping of room & Corridor of Administrative office building covering all office chambers of Admn.deptt., Public relation deptt., Vigilance deptt. ,Accounts deptt., Computer deptt. & Legal Section.	Rs.....
	b.Daily cleaning and sweeping of all wash basin & Toilets of Ground & 1 st floor of Ad. Building, car garages, cycle sheds etc. and also all pathways open space, including all surroundings drains, cutting of wild growth, removal of garbage and within the peripheral wall of Admn. Office bldgs.	Rs.....
2	<u>FIRST FLOOR OF ADMINISTRATIVE BUILDING</u> Daily cleaning and sweeping of CMD,D(F)/D(P), GMs/DGMs chambers & office rooms including all office chambers of Personnel deptt., Conference hall, CS Office room, Accounts deptt./Marketing deptt & CISF office.	Rs.....
3	<u>FACTORY NAMRUP-II</u> Daily cleaning & sweeping plant Office,control room workshop including surrounding drains & road berms, Cleaning of toilets & wash basin and removing of garbage from the following deptt.	
	<u>PRODUCTION DEPTT.</u> 3a_AMMONIA PLANT-II Purification section control room, Inner Gas Generation control rooms, storage section and ammonia central control room, Ammonia plant W/shop. DM plant office & control rooms, Auxiliary Boiler control room, Steam generation Plant/Boiler control room, Compressor House, Inst. Air compressor house	Rs.....
	<u>3b.UREA PLANT-II</u> Cooling Tower pump house, CO2 compressor, Central control room, urea plant office, urea w/shop Conveyor system control room & CO2 blower control room.	Rs.....
	<u>3c. UTILITIES GROUP OF PLANT</u> MGD process water pump house, Control room and shift offices & site offices.	Rs.....

PRICE BID		
4	<u>TECHNICAL SERVICE DEPTT:</u> Main Chemical Labortory & Tech.Buildings 3(three) nos. Double stories building. Safety establishment inside factory including all drains nearby office premises ie. the above mentioned areas is only the location for cleaning job up to the satisfaction of the concerned officer in-charge under Administrative control of production deptt.	Rs.....
5	<u>ELECTRICAL DEPTT.</u> Central Electrical workshop, Amonia-II Elect. W/shop ,sub-station, MCC room, 66 KV control room, Stream generation Sub-station. Urea-II Electrical W/shop/office rooms,Sub-station, MCC room,Utility and all office room & w/shop.	Rs.....
6	<u>MECHANICAL DEPTT.</u> Central W/shop, Auto W/shop, Carpentry etc. /Urea (utility) W/shop and all office building.	Rs.....
7	<u>INSTRUMENTATION DEPTT.</u> Central Instrumentation w/shop, Ammonia plant W/shop, Urea plant W/shop., Bagging plant w/shop, GRP section w/shop etc.	Rs.....
8	<u>DEPARTMENTAL CANTEEN, SECURITY DEPTT.& FIRE DEPTT:</u> Canteen all rooms, tea distribution centre, CISF office, Main gate/CISF Control room, AC Office CISF, vehicle gate and Fire station all rooms.	Rs.....
9	<u>Materials Management deptt//Training /First Aid Post</u> All office chambers/store sheds of MM deptt. , First Aid post and all room of Training deptt. including conference hall.	Rs.....
10	<u>FACTORY NAMRUP-III</u> Daily cleaning & sweeping all plant Office, control room, workshop including surrounding drains & road berms, Cleaning of toilets & wash basin and removing of garbage from the following deptt./Offices. . i. Technical building all office rooms, wash basin & toilets (double stories all offices) : Ground and First Floor.	Rs.....
11	i. DM Plant including control room & laboratory, Instrument Air section, Captive Power Plant including control rooms. ii. Bagging plant offices, workshop & control room ,Urea plant and shift offices all rooms. iii. Urea & Ammonia control room and shift office rooms, Laboratory and Main sub-station Ammonia & Urea plant.	Rs.....
12	i. Amm. Plant office and Central Control room 911 NOS.), Inert gas generation section including compressor house, Boiler, Mech.W/shop etc. (11 nos.) ii. Purification pump house area & purification section control room & Ammonia cooling tower pump house control room. iii. Main sub-station CPP, Water treatment plant, Jack well site office, workshop & shift offices and Ammonia Laboratory. iv. Urea control room & plant office, Change room, Operator's rooms v. Raw rater substation, Process water sub station, Silo sub station vi. Ammonia MCC room & BFWT room etc.	Rs.....
Total		Rs.