

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED
NAMRUP
(MECHANICAL DEPARTMENT)

Sl. No. _____ Date of Issue : _____
Tender No. : CMW/MS/16/435 dated 17.05.2016
Last Date of Submission : 07/06/2016
Name of Work : Supply of 02 (two) nos. highly skilled machinists & 01 (one) no.
Fitter in Central Mechanical Workshop.

Issued to : _____
(Name & address of the party) _____

No. of tender documents issued _____

Signature of issuing officer
Deptt. Mechanical

To be filled in by the Tenderer

I/We hereby tender for the execution for the BVFCL Namrup 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, drawings and instructions referred to in the NIT 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

1. General Description of the work: Supply of 02 (two) nos. highly skilled machinists & 01 (one) no. fitter in Central Mechanical Workshop.
2. Earnest Money (Rs.) : ₹ 10,530/-
3. Security deposit @ 10% of the total value of the work (including Earnest Money):
4. Time allowed for the work : One year
5. Should this tender be accepted, I/We hereby agree to abide by and fulfill all the terms & provisions and conditions contained in NIT, GDCC and the special terms & 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 successor or assignees, the sum of money mentioned in the said conditions.
6. The sum of Rs. _____ has been deposited vide receipt no. _____ dated _____ with DGM(Fin) in favour of BVFCL, NAMRUP as earnest money , the full value of which to be absolutely forfeited to the BVFCL, Namrup or their successor or assignees without prejudice to any other rights or remedies of the said Corporation or their successor or assignees should I/we fail to commence the work specified to the above memorandum.

Enclosures:

1. Earnest money deposit receipt/Bank Draft.
2. Detailed schedule of work duly filled in and signed (Annexure-III)
3. Reference of similar works performed earlier (Annexure-)
4. GDCC duly read and signed on every page.

Signature of Tenderer

Dated : _____ Address : _____
Witness: (1) _____
Signature, name & address of witness

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED

NAMRUP

(MECHANICAL DEPARTMENT)

Tender Notice No.: CMW/MS//16/435

Date: 17/05/2016

NOTICE INVITING TENDER

1.00 INVITATION OF TENDER:

- 1.01 Sealed tenders in two bids system are hereby invited from reputed parties having sufficient experience in supply of different categories of manpower.
- 1.02 Before submission of quotation, the parties should visit the site to get clear idea of the work.
- 1.03 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
- 1.04 The tender must remain valid for a minimum period of 90 days from the date of opening of the tender

1.00 SCOPE OF WORK:

- 1.01 Scope of work as per “Schedule of Quantity & Proforma for quoting rate” enclosed at Proforma No-5.

2.00 TERMS AND CONDITIONS:

- 2.01 Tenderer should visit the site and contact P.E. (M), Workshop to assess the nature & quantum of jobs to be executed before quoting.
- 2.02 The job will be carried out inside the factory premises.
- 2.03 The machinists must be having at least 15 years experience in operation of different machines like Lathe, Shaper, Boring, Slotting & Milling machines. They should be capable of understanding the drawings and execution of precision jobs. Besides, they must be capable of guiding other machinists in execution of jobs. The machinists having experience of working on machines identical to that of BVFCL Workshop shall be preferred.
- 2.04 The technician (fitter) must be having experience of at least 15 years in different categories of fitting / maintenance jobs and capable of drilling, marking, gas cutting etc. Preference shall be given to the person having experience of working in fabrication & welding section (similar to BVFCL) of an organization.
- 2.05 The contractor shall take prior approval from BVFCL authority / Engineer – in – Charge for deployment of the machinists/ technician (fitter) indicating their names & work experience respectively.
- 2.06 The Contractor shall take special care for his workmen at site and shall be solely responsible to observe safety precautions in keeping with the provisions of relevant ‘Factory Act’ and provide safety measures to his workman at site at his own cost.
- 2.07 The Contractors shall make an ex -gratia payment of ₹.1,000/- (Rupees One Thousand) only to the dependent of a Labour in the event of his death occurring while on duty. The payment will be made by B.V.F.C.L., Namrup immediately, if required, and shall be recovered from the Contractor’s Bill.
- 2.08 The Contractor shall abide by all the provisions of contract Labour (Regulation & Abolition) Act 1970, Minimum Wage Act 1923 and Safety Act. Payment shall be made

as per Central Government notification no. 1/15(3)/2015 -LS.II, dated 30.09.2015 and as revised from time to time.

2.09 In accordance with the latest instruction of Govt. of India verification of character and antecedent of employees assigned by the contractor are to be submitted to B.V.F.C.L., Namrup.

2.10 The parties may ask for clarifications on bidding conditions, if any.

2.11 The parties may ask for the reason for rejection of their bid as the case may be.

2.12 All other terms & conditions of GDCC of B.V.F.C.L., Namrup will be applicable.

3.00 BVFCL'S RESPONSIBILITY

3.01 BVFCL shall provide required tools, consumables & other items required for execution of the jobs assigned.

4.00 PAYMENT TERMS

4.01 BVFCL shall release payment through monthly Running Account bill against actual quantity of man days and on satisfactory execution of the work duly certified by our Engineer- in – charge.

4.02 Income tax at the prevailing rate shall be deducted from the bill.

4.03 Service tax at the applicable rate shall be paid to you on production of certificate of having valid registration with the appropriate Excise authority (if applicable).

5.00 SECURITY DEPOSIT

5.01 Earnest money deposited at the time of submission of tender shall be adjusted towards security deposit for an amount covering 10% of the contract value. Balance shall be deducted on pro- rata basis so as to cover the entire security deposit amount of 10% of the contract value which shall be returned after successful completion of the contract period

6.00 COMPLETION TIME

6.01 Time of completion of the job shall be one year from the date of deployment of labours as certified by the Engineer- In- Charge of the job.

7.00 JURISDICTION OF COURT

The contract shall be deemed to have been entered into at Namrup and all courses of action in relation to the contract will, therefore, be deemed to have been within the jurisdiction of Dibrugarh Court of Dibrugarh district in state of Assam.

8.00 CONCILIATION & ARBITRATION:

Except otherwise provided in this contract all matters, questions, disputes, differences whatsoever which shall at any time arise between the parties hereto touching the construction, meaning or operation or effect of the contract or out of matters related to the contract or breach thereof, or the respective rights or liabilities of the parties, whether during or after completion of the work or whether before or after termination shall be referred to arbitration in accordance with the ICADR Arbitration Rules, 1996. Under such case, authority to appoint Arbitrator(s) shall be the 'International Centre for Alternative Dispute Resolution'.

The Arbitration proceedings shall be governed by the ICADR Arbitration Rules, 1996. Both the parties shall continue to fulfill their respective obligations under the contract during the Arbitration proceedings.

9.00 BVFCL is committed to a corruption free work environment. "All the above purchases, services and commitments of BVFCL will be honoured 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 Vigilance Office, BVFCL, Namrup, P.O. Parbatpur, Distt. Dibrugarh, Assam, PIN 786 623 (Tel no. 0374- 2507092/0374- 2507167).

7.00 AGREEMENT

- 7.01 All the terms & conditions mentioned here in shall form the part of the contract and be incorporated in the Agreement Form for which the contractor shall furnish Non- Judicial stamp paper of the state of Assam of denomination of ₹50/- (Rupees Fifty) only along with 7 sheets of water mark paper and execute the agreement in prescribed Performa within 7 (Seven) days from the date of receipt of the Work Order.

(M. P. Sinha)
Chief Engineer (M), UB-III

Annexure -V**Schedule of Quantity & Proforma for quoting rate**

Ref. NIT no. CMW/MS//16/435 dated 07.04.2016

Name of Work: Supply of 02 (two) nos. highly skilled machinists & 01 (one) no. Fitter in
Central Mechanical Workshop.

I/We have understood the work involved and the conditions mentioned in the NIT and I/We give
our rates as Proforma below:

<u>Sl. No.</u>	<u>Description of work</u>	<u>Quantity</u>	<u>Rate (₹)</u>	<u>Amount (₹)</u>
1.	i) Supply of 02 (two) nos. highly skilled machinists ii) Rate for Extra Man days (Exigency jobs)	626 Mandays ----		
2.	i) Supply of 01 (one) no. highly skilled technician (fitter) ii) Rate for Extra Man days (Exigency jobs)	313 Man days -----		
3.	Contractor's Profit (in ₹.)	939 Mandays		
4.	Subtotal			
5.	Service Tax @ 14.5%			
TOTAL AMOUNT				

(Amount in words: -)

Earnest Money: ₹. _____

Bank Draft/Pay Order/ Journal no _____ Dt. _____

Remarks:- i)

ii)

Signature: _____

Name of Tenderer: _____

Address _____

Date: _____

(Seal)

Note: Incomplete filling of particulars will be regarded as incomplete bidding and will lead to
summary rejection of the bid.

INFORMATION REGARDING TENDERER

A) In case of individual		
i)	Name of Business	
ii)	Whether his Business is registered	
iii)	Date of commencement of business	
iv)	Whether he pays Income-Tax over ₹. 10,000/- per year	
B) In case of Partnership		
i)	Name of Partnership	
ii)	Whether the Partnership is registered	
iii)	Date of establishment of firm	
iv)	If each of the partners of the firm pays Income-Tax over ₹. 10,000/- a year and if not which of them pays the same	
C) In case of Limited Liability Company or Company Limited by Guarantee		
i)	Amount of paid up capital	
ii)	Name of Directors	
iii)	Date of Registration of Company	
iv)	Copies of the last two years' Balance Sheets of the Company	
D) Income Tax		
i)	Income Tax Clearance Certificate for previous years.	
E)	P.F. Registration No. of the Contractor to be intimated along with Documentary proof thereof	P.F. Reg. No.
F)	PAN No. of the Contractor to be intimated along with Documentary Proof thereof	PAN No.
G)	Service Tax (S.T.) Registration No. of the Contractor to be intimated along with Documentary Proof thereof	S.T. Reg. No.

(SIGNATURE OF TENDERER WITH SEAL)

Name: -----

Date: -----

Place: -----