

**BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED  
NAMRUP  
(MECHANICAL DEPARTMENT)**

Sl. No. \_\_\_\_\_ Date of Issue :  
Tender No. : N -III/Mech-55/UB-III/18/Cont-114/5225 dated 30.11.2018.  
Last Date of Submission : 14.12.2018.  
Name of Work : **Execution of miscellaneous jobs in Urea-III plant.**

Issued to : \_\_\_\_\_  
(Name & address of the party) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

No. of tender documents issued

Signature of issuing officer  
Deptt. Mechanical

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**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: **Execution of miscellaneous jobs in Urea-III plant.**

2. Earnest Money (Rs.) : ₹ 1,300/-

3. Security deposit @ 10% of the total value of the work (including Earnest Money):

4. Time allowed for the work : Eight Days

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. for EMD
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)**

No.: N –III/Mech-55/UB-III/18/Cont-114/5225

Date: 30.11.2018

**NOTICE INVITING TENDER**

**1.00 INVITATION OF TENDER:**

- 1.01 Sealed tenders are hereby invited from reputed parties having sufficient experience and knowledge in mechanical jobs involving equipment maintenance, heavy rigging, pipeline insulation job, etc.
- 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.

**2.00 SCOPE OF WORK:**

Scope of work shall include but not limited to the following for execution of work in all respects:-

**2.01 For Insulation job:**

- a) Shifting of Lightly Resin Bonded Rockwool Mattress (100 mm thick) from BVFCL Store to site.
- b) Making of scaffoldings for working and accessing the job as and where required.
- c) Cleaning of non-insulated pipeline as shown by the Engineer-in-charge.
- d) Applying & fixing of new insulation material of appropriate thickness & covering all the damaged areas.
- e) Covering the insulation by proper fixing of aluminum sheets with screws.
- f) Dismantling of scaffoldings, carrying/cleaning of site debris/ waste to dumping yard after completion of job.
- g) Returning of unused supplied materials to the site store.

**2.02 For Prilling Machine (10PM-1) jobs:**

- a) Dismantling of all connecting pipelines to the Prilling machine
- b) Dismantling & dismounting of the motor-gearbox from position
- c) Dismantling of the prilling bucket from the shaft as per instruction of the engg-in-charge
- d) Dismantling & dismounting of the shaft housing from position
- e) Dismantling of the shaft from housing
- f) Thorough inspection of shaft & bearings along with the engg-in-charge
- g) Replacement of the shaft or bearing(s) or both as required with spare(s) provided by BVFCL
- h) Assistance in no-load trial run check-up of the motor –gearbox of the prilling machine
- i) Assembly of the prilling machine as per instruction of the engg-in-charge
- j) Trial run and handover
- k) Shifting of the old replaced shaft (if required) to site workshop.
- l) Site clearance.

**3.00 TERMS AND CONDITIONS:**

- 3.01 Tenderer should visit the site and contact P.E. (M)/ A.P.E (M), Urea –III plant, to assess the nature & quantum of jobs to be executed before quoting.
- 3.02 Skilled / semi skilled manpower and required tools & tackles shall be arranged by the contractor.
- 3.03 Setting out work/programming shall be primarily the responsibility of the contractor.
- 3.04 Contractor shall follow all standing orders/ statutory rules and regulations pertaining to safety and adopt all safety measures as required for execution of the job.

- 3.05 Arrangement of all tools & tackles required for entire job shall be in party's scope.
- 3.06 All the lifting, hosting & grounding arrangement like hoist, chain pulley blocks etc. required for the entire scope of work shall be arranged by the party at their own cost.
- 3.07 Consumables like fixing screws, G.I. wires, aluminum strips, sealing compounds etc. shall be arranged by the party at their own cost.
- 3.08 New Aluminum sheet (Grade: 22 SWG) shall be supplied by party at their own cost & insulation material shall be provided by BVFCL.
- 3.09 Proper scaffolding, if and whenever required for safe execution of the work shall be provided by the party at their cost & risk.
- 3.10 Required insulation material (Lightly Resin Bonded Rockwool Mattress) shall be provided by BVFCL as free issue material.
- 3.11 Any other activities, not included above required for successful completion of the job shall be in the party's scope.
- 3.12 Electricity will be provided free of cost, if required.
- 3.13 All spares (including gaskets) required for execution of the jobs will be provided by BVFCL.
- 3.14 The Contractors 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.
- 3.15 The Contractors shall make an ex gratia payment of ` 1,000/- (Rupees One Thousand) only to the dependent of a workman 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.
- 4.00 PAYMENT TERMS:
- 4.01 90% payment will be released within 30 days after successful completion of work, final inspection by Engineer – in- charge, BVFCL and on submission of Bill duly certified by the Engineer – in – Charge of the work after deductions, if any.
- 4.02 10% of the contract value shall be retained with BVFCL, Namrup as security deposit which will be released after satisfactory completion of six months guarantee period. However, EMD submitted with the bid shall be adjusted with the Security Deposit.
- 4.03 GST at the applicable rate shall be paid party on production of certificate of having valid registration with the appropriate tax authority.
- 4.04 Income tax at the prevailing rate shall be deducted from the bill.
- 5.00 CONDITIONS OF CONTRACT:
- 5.01 In the event of acceptance of the tender/contract the contract shall be governed by BVFCL terms & conditions contained in the NIT document & GDCC.
- 6.00 GUARANTEE:
- 6.01 The entire work shall be guaranteed by the contractor against any defective/ inferior workmanship for a period of six months from the date of completion of work. If any defect in workmanship is noticed during the guarantee period, all necessary alteration/ repairs/ replacement etc to rectify the same fully in all respect and to the entire satisfaction of Engineer –In –Charge shall have to be carried out by the contractor at his own risk & cost.
- 7.00 COMPLETION TIME
- 7.01 Time of completion of the job shall be 08 (eight) days from the date of site clearance as certified by the Engineer- In- Charge of the job.
- 8.00 All other general terms & conditions shall be applicable as per the conditions/ provisions of BVFCL's standard G.D.C.C. relevant to works contract.
- 9.00 GENERAL TERMS & CONDITIONS:
- 9.01 Workmanship: Workmanship will be in accordance with Engineering & Technical specifications. Work shall be done in an approved manner taking care to see that various technical aspects of the work under execution conform exactly to BVFCL's requirement. The contractor shall be entirely responsible for proper workmanship and shall not be relieved of

- the obligation in this regard just because no objection was raised by BVFCL's Engineer/ Inspector etc during progress of the work.
- 9.02 Inspection/Testing: The work shall be subject to stage inspection by BVFCL's Engineer/ Inspector. Any instruction or direction of BVFCL's Engineer has to be complied with. BVFCL's Engineer/ Inspector shall have the full right to reject all or any portion of the work that might be considered to be defective or inferior in workmanship.
- 9.03 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.
- 10.00 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.
- 11.00 AGREEMENT
- 11.01 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 ` 10/- (Rupees Ten) 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.
- 12.00 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 citizen to inform the matter to the Vigilance Officer, BVFCL, Namrup, P.O. Parbatpur, Dist. Dibrugarh, Assam, PIN 786 623 (Tel no. 0374- 2507092/0374 2507167)
- 13.00 The bidders can ask the bidding conditions, if required. Also, they may seek information regarding rejection of their bid as the case may be.

(Arun Gogoi)  
Plant Engineer (M), Urea-III

**SCHEDULE OF WORK & PROFORMA FOR QUOTING RATE****Name of job: Execution of miscellaneous jobs in Urea-III plant.**

<b><u>SL.</u></b>	<b><u>Description of work</u></b>	<b><u>Quantity</u></b>	<b><u>Rate</u></b>	<b><u>Amount (₹)</u></b>
1	Service charge for Fixing of new insulation of 100 mm thick blanket and fixing new aluminum sheet (Grade: 22 SWG) for the pipelines with damaged insulation	12 m <sup>2</sup>		
2	Material Cost (Aluminum Sheet of Grade: 22 SWG, fixing screws, G.I. wires, aluminum strips, sealing compounds, etc.)	12 m <sup>2</sup>		
3	Check-up of Prilling machine (10PM-1) of Urea-III plant	1 Lot	L/S	
Sub-total				
GST @ 18%				
Total				

(Amount in words: Rupees )

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.

**DECLARATION FORM: CREDENTIAL OF TENDERER**

SL NO	DESCRIPTION	TO BE FILLED BY TENDERER
1	OFFICE ADDRESS OF TENDERER	
2.	PAN NO	
3.	GST REGISTRATION NO.	
4.	WHETHER THE PARTY IS REGISTERED MSE (valid registration certificate to be furnished)  IF YES, PLEASE STATE WHETHER THE OWNER BELONGS TO SC/ST CASTE CATEGORY	YES / NO
5..	FACILITIES AVAILABLE WITH THE CONTRACTOR  a) Tools and tackles, consumables like oxygen-acetylene cylinder, cutting set, welding machine, welding electrode, etc.  b) Supervisor, skilled workmen and unskilled helper  c) Supply of scaffolding materials such as wooden planks, bamboos, coir rope, etc.	

Signature and seal of the Tenderer