

**BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED
NAMRUP**

(A Govt. of India Undertaking)

P. O.: Parbatpur (786 623)

Dist. Dibrugarh, Assam

CIN- "U24123AS2002GOI006786"

**ELECTRICAL DEPARTMENT
NOTICE INVITING TENDER**

Tender Notice No. : - Nam / Elect /Uty-I &II/NIT-04/2020/ 1569

Date: 09.12.2020

Sealed tenders are hereby invited from Licensed Electrical Contractors on item rate basis for executing the following work(s) in Brahmaputra Valley Fertilizer Corporation Ltd., Namrup.

SL No	Name of work	Earnest Money (Rs.)	Completion Time	Tender Paper cost (Rs.)
1.	"Maintenance of lighting in Uty-I&II,B-II & Jackwell group of plants for one year." Estimate Amount- Rs.2,42,089.00 (including GST.)	6,100.00	365 days (1 year)	118.00 (Including GST)

Sealed tenders are invited for the above work (Scope of work enclosed at **Annexure II**) by hand / DTDC Courier within the last date of receipt of quotation indicated below (at SI No 4). The job is to be carried out as per Terms & Conditions stipulated here under and in Annexure – II, III, IV & GDCC enclosed herewith.

1) Earnest money deposit. Rs6,100.00 (Rupees Six Thousand One Hundred) only in the form of Demand Draft / Challan towards EMD and Rs. 118 (Rupees One hundred Eighteen) only including GST. in the form of Demand Draft / Challan towards Tender Paper Cost (non- refundable) from State Bank Of India/ United Commercial Bank/ United Bank Of India, drawn in favour of BVFC Ltd, Payable at Namrup. Draft charges shall be borne by the party. **Challan can be downloaded through BVFCL website. One Challan copy must be submitted along with the tender documents.**

Exemption from paying tender fees 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 EMD and tender fees 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 for this tender:

- i) National Small Industries Corporation (NSIC) ii) District Industries Centres (DIC) iii) Coir Board
- iv) Khadi and Village Industries Commission (KVIC) v) Khadi and Village Industries Board (KVIB)
- vi) Directorate of Handicrafts and Handloom vii) Udyog Aadhar Memorandum

Tender papers {NIT, Scope of work, Schedule of quantities (Format for Price Bid), Terms and Conditions of NIT} are to be down loaded from the web-site www.bvfcl.com and www.eprocure.gov.in.

The tenders will be opened on the mention 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.

2. Submission of Tender Paper: Tender paper shall be put in to locked tender paper box in the Office of the Electrical Deptt.

BVFCL; Quotation may be sent through DTDC courier who delivers posts at Namrup

3. Issue of tender documents from : 09 .12.2020

4. Last date of submission of tender papers : 30 .12.2020 at 03.00 P.M

5. Scheduled date of opening of techno-Commercial Bid : 30 .12.2020 at 03.30 P.M

For the subject job, we request you to tender your quotation in Two bid system, namely Techno-commercial Bid and Price Bid.

6. The techno-commercial bid shall contain:

a) Earnest money deposit and Tender paper Cost.

b) Work Order Copies of similar works carried out by the contractor in Fertilizers/Refineries/ Petrochemicals/ continuous process / power (plant/construction /project) (preferably PSU) along with Job Completion Certificate issued by the customer showing experience of having successfully completed similar works during last 5 years ending last day of month previous to one in which applications are invited either of the following:

i) Three similar completed works costing not less than the amount equal to **40% of the estimated cost.**

Or

ii) Two similar completed works costing not less than the amount equal to **50 % of the estimated cost.**

Or

iii) One similar completed works costing not less than the amount equal to **80 % of the estimated cost.**

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- c) **Work Order copy reflecting experience of performing such similar jobs as mentioned above in name of work.**
d) **Supervisors, Electrician(Technician)and Helpers(tradesman) engaged by the contractor should have following experience and qualifications:**

1.0 Supervisor: Should have valid Supervisor's certificate of competency issued by State Electrical Licensing Board.

2.0 Electrician (Technician): should - be ITI in trade Electrical / have Workman permit issued by state Licensing Board

3.0 Helper/Tradesman: Should be able to understand simple instructions in Hindi/Assamese with suitable experience.

- e) Up to date renewed Electrical License, Electrical supervisors certificate of Competency, in Form – B, issued by Electrical Licensing Board, Government of Assam, holding supervisor(s) under their employment.

f) Valid Labour License.

g) Party/ Contractor will have to furnish self certified photocopies of the following documents:

i) Copy of PAN /TAN Certificate issued by the concerned IT authority.

ii) Copy of GST Registration certificate.

iii) A declaration in the form of affidavit / declaration that he / she is not a partner / proprietor of any other firm /company participating in this tender of BVFCL.

h) Party should submit duly signed photocopy of all relevant documents mentioned at Sl No: a), b), c), d), e), f) ,g) ,h), i), j) & k).

i) **Party shall have to produce all documents, as mentioned above, in original if asked for.**

j) Enquiry requesting quotation along with enclosures [Annexure – II, III, IV & GDCC] duly signed on each page by the Contractor under official seal as a token of acceptance.

k) **Deviations, if any, to our terms & conditions (to be submitted on letter head of the contractor duly signed on each page).**

7. The price Bid shall contain:

Detailed break-up of price as per the format in Annexure- II indicating all charges and applicable GST clearly. The Price Bid shall contain the signature of the bidder with address, seal and date.

The **Techno-Commercial Bid** and the **price Bid** are to be sealed in **TWO SEPARATE ENVELOPES** super-scribing the name of the Bid on the top left corner of the envelope. These two envelopes are to be put in to a **THIRD ENVELOPE**, which shall again be sealed, super-scribing on it the enquiry ref. no., date and scheduled date of opening of Techno-Commercial Bid.

Quotation shall be received in the office of the Chief Engineer (Elect.), BVFCL, Namrup, PO: Parbatpur, Dist: Dibrugarh, Assam (INDIA), Pin: 786623, on all working days during normal working hours. **Quotation may be sent through DTDC courier who delivers posts at Namrup.**

The Techno-Commercial Bid will be opened on due date and time by finance department. representative in the concurrence section, BVFCL, Namrup, Post Office: Parbatpur, Dist: Dibrugarh, Assam (INDIA), Pin: 786623, in the presence of the tenderer or their accredited representatives, who wish to be present.

The price Bid of only those parties, whose Techno- Commercial Bids are found to be in order and the Terms & Conditions of the offer are acceptable to BVFCL, Namrup, will be opened. The date of opening of price Bid will be intimated in due course of time.

8. The tenderer 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 engaged by them.

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9. 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 if 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.

Note: 1) BVFCL, Namrup, shall in no way be responsible for any postal delay.

- 2) If the last date of receipt of quotation, scheduled date of opening of Techno-Commercial Bid happens to fall on Strike day/ Holiday at Namrup, then the next working day will be counted.
- 3) BVFCL, Namrup reserves the right to cancel any or all quotations received, without assigning any reason and it also does not bind itself to accept the Lowest Tender.
- 4) The Tenderers shall visit the Site and consult our Site Engineer and then submit the quotations after detailed assessment of the work, if necessitated.
- 5) All requests for interpretations / clarifications in connection with the Tender Documents shall be addressed in writing to the undersigned at least 7 (Seven) days prior to the closing date of the Tender or in person during office hours on any working day.

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

(T.J.Gohain)
PE(E),CPP& Township

Annexure-III

ELECTRICAL DEPARTMENT

TENDER FORM

Sl. No. : _____

Date of Issue: _____

Tender No. **Nam / Elect /Uty-I &II/NIT-04/2020/1569**

dated: **09.12.2020**

Last date of submission: **30.12.2020** at **03:00** P.M.

Name of Work : **Maintenance of lighting in Uty-I&II,B-II
& Jackwell group of plants for one year .**

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 : 365 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.

Enclosures:

1. Earnest money deposit challan receipt/ demand draft as applicable.
2. Detailed schedule of work duly filled in and signed (Annexure –II)
3. Special terms and conditions duly read and signed (Annexure- IV)
4. Photocopy of the PAN card in own name.
5. Contractors having up-to date renewed electrical license and Electrical Supervisor's Certificate of Competency.
6. Photo copy fulfilling the conditions like GST etc. as applicable in the State of Assam.
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.

BVFC LTD, NAMRUP
TERMS & CONDITIONS
OF
NOTICE INVITING TENDER

1.00 INSTRUCTION FOR TENDERERS

- 1.01 The tenderer (s) should carefully read and understand all the tender documents before completing the required formalities and quoting the rates etc.
- 1.02 The tender documents completed in all respects and duly signed by the contractor should be sealed in a cover super scribing the tender No. name of the work and date of opening and address to the concerned officer along with the name and address of contractor.
- 1.03 The above cover containing all tender documents should be submitted in the respective office to reach the concerned office well in specific time.
- 1.04 The rates of items should be indicated in words as in figures and any cutting should be duly signed otherwise tender will be rejected. Overwriting in tender form will lead to its rejection.

2.00 TERMS & CONDITIONS

- 2.01 The contractors have to abide by all the terms and conditions mentioned here in respect of carrying out the job, payments, settlement of disputes etc. The tender should be carefully read and the clauses to be understood before filing up the tender documents.
- 2.02 The contractor should visit the site and acquaint himself with the site conditions etc. before submitting the tender.
- 2.03 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.

3.00 EARNEST MONEY

- 3.1 The tenderer shall deposit the Earnest money in mode of Challan receipt, in favour of BVFC LTD., Namrup , and attach receipt thereof with the tender. Earnest money shall not be accepted in any form other than these specified above and the tender not accompanied by Earnest money in the proper form may not be considered. No interest will be payable on the Earnest Money deposit under the contract.

4.00 CONTRACT LABOUR ACTS ETC.

- 4.1 The tenderer shall abide by all the provisions of Contract Labour Acts. and Rules issued by the Government and applicable to them. In case the tenderer fail to do so, this Corporation shall have the right to deduct from tenderer's bill, the expenses which are to be incurred in connection with any claim from any party including the labour engaged by the tenderer.
- 4.2 The contractor has to maintain a Register of his labourers with the particulars shown in the proforma to be supplied for implementation of the provisions of contract labour (Regulation and Abolition) act.1970.
- 4.3 The contractor shall make the payments of wages regularly to the labourers engaged by him in presence of a authorized representative appointed by BVFC Ltd. as per contract Labour Act.1970 and the minimum wages should be paid according to the circulars / directives issued by Central / State Govt. from time to time.

5.00 COMPENSATION

- 5.01 The contractor shall have to make an ex–gratia payment of Rs. 1000/- (Rupees one thousand) only to the dependants of labourer in the event of the labour's death occurring while on duty. This payment will be made by the BVFC Ltd. Immediately and will be recovered from the bills of contractor.

6.00 TOOLS & ACCOMODATION

- 6.1 The contractor shall make his own arrangements for providing accommodation, tools tackles etc. for his staff. Such facilities will not be provided by BVFCL.

7.00 SAFETY MEASURES

- 7.1 The contractor have to provide all necessary safety tools / equipments / accessories to his staff working at site as required under safety regulation of the factory.
- 7.2 Injuries or accidents to the contractor labour shall be taken care by contractor at his own cost and risk and shall comply with all Safety Rules and health regulations.
- 7.3 The contractor has to obtain safety permit from competent authority fro working in hazardous conditions and all safety rules should be followed strictly.

8.00 MEDICAL FACILITIES

No medical facilities will be provided free of cost except First Aid to the contractor's labourers.

9.00 PAYMENT TERMS: - You will be paid for the work as.

- 9.01 **90 % payment shall be made after successful completion of the individual job.**
- 9.02 **10% will be kept as Security Deposit and shall be released after the workmanship Guarantee of six Months is over.**
- 9.03 Any taxes if applicable shall be deducted from bill as per prevailing rates by the Finance department.
- 9.04 The mode of payment shall be e-payment and you shall have to submit your bank details for it.
- 9.05 Bill will be released within 30 days after submission of Final Bills duly certified by the executing department.
- 9.06 Any clarification from you on the bill submitted by you should be sought within 15 days; similarly you should be required to submit the clarification within that time.
- 9.07 The Terms & conditions agreed upon shall have to be incorporated in an agreement form for which you have to furnish a **Non Judicial Stamp paper of Rs 100.00** and execute the agreement immediately on receipt of this work order. No payment shall be made unless the agreement is executed [The sale and originality of the stamp paper shall remain duly authenticated on its body suitably].
- 10.00 In the event of death of any employee during the duty, you are liable to pay a sum of **Rs.1000.00 (Rupees One Thousand) only** immediately as ex-gratia payment to the dependent of the deceased employee. In case the same is not paid by you, this corporation shall have the right to make payment immediately and the same will be recovered from your bill. You are requested to submit a list to this office through the Site Engineer regarding declaration of dependent to which such payment shall be made along with a separate list for details of labour being engaged by you as per the following proforma.

Sl. No.	Name	Age	Father's Name	Present Address	Permanent Address	Identification Mark
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11. **Settlement of Disputes:-**

Any Disputes or differences whatsoever arising between the parties and/or relating to the construction, interpretation, application, meaning, scope, operation or effect of this contract or the validity or the breach thereof, shall be settled by arbitration in accordance with the “ Rules Of Conciliation and Arbitration” by ICADR as decided by the Competent Authority of BVFCL. The award made in pursuance thereof shall be final binding on both the parties. Further all disputes arising out of this contract shall be subject to the jurisdiction of courts of Dibrugarh.

Note: * The Tenderers shall visit the Site and consult our Site Engineer and then submit the quotations After detailed assessment of the work, if necessitated.

** The tenderer 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 aforesaid Acts, any other laws applicable to contractors and/or their Establishment and the workmen engaged by them.

*** 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

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

Signature of the Tenderer

ELECTRICAL DEPARTMENT**Schedule of quantities****Name of the work:** “Maintenance of lighting in Uty-I&II, B–II & Jack-well group of plants for one year”.**NIT No.:-** Nam / Elect /Uty-I &II/NIT-04/2020/ 1569**Date:** 09.12.2020

Sl. No.	Description of job	Quantity (Man-day)	Rate (Rs.)	Amount (Rs.)
1	2	3	4	5
1.	Repairing / maintenance of the defective HPMV/ HPSV/ tube light fitting /lamp fitting of different wattage which is on critical height in WTP-I&II, Silo-Scraper & Bagging-II, Jack well group of plants(N-I,II,III)etc. This includes checking / replacement of choke, wiring / condenser, holder, fitting etc. and cleaning of glasses. This also includes replacement of junction box, maintenance of lighting D.B., connection/disconnection of cable, shifting of ladder, materials etc. from one place to other place. Materials shall be supplied by BVFCL free of cost. a)HPMV/HPSV lamp fitting (80W to 400 W) b)Tube light double fitting (20 -40 W) c) LED Tube Light	270 85 40		
2.	Replacement and fixing of lighting Junction boxes. This includes removal of old damaged JB, glanding and termination of incoming and out going cable and commissioning. Materials shall be supplied by BVFCL free of cost.	40		
3	Repairing of old lighting distribution boards. This includes removal of old damaged MCBS, Fuse bases, neutral links etc as reqd. Materials shall be supplied.	25		
4.	Total			
5.	GST @ 18%			
6.	Grand Total			

(Rupees**) only including GST.****Signature of contractor with seal**

