

**BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED**  
**(A GOVT OF INDIA UNDERTAKING) P.O – Parbatpur (786,623) Dist – Dibrugarh, Assam**  
**ELECTRICAL DEPARTMENT**  
**NOTICE INVITING TENDER**

Ref. NIT no.:- U-II/Estt-002/Elect/2019/1217

Date: - 01/08/2019

Sealed tenders are hereby invited in single bid on item rate/ Lump sum basis from experienced contractors for the following work(s) in Brahmaputra valley Fertilizer Corporation Limited, Namrup.

Sl No	Name of the work	Earnest Money (Rs)	Completion time days/ Months	Tender paper cost (Rs)
01	02	03	04	05
01	<b>Newly installation of Energy efficient 20Watt LED Tube Light Complete Fitting in various section of Urea-II plant .</b> Estimated cost:- Rs. 15,300.00 (Rupees fifteen thousand three hundred) only (Inclusive of GST)	383.00	14 days	50.00

Contractor means the experienced, licensed contractors who are having past experience for respective Electrical jobs; and:

- Contractors having up to date renewed Electrical License, Electrical supervisors certificate of Competency, in Form – B, issued by Electrical Licensing Board, Government of Assam, holding supervisors under their employment. The Electrical supervisor's certificate of Competency holder should be associated with the Contractor / firm and should be duly endorsed by the Electrical Licensing Board.
- Party having registration fulfilling the conditions of statutory levies like GST.
- Party should submit photocopy of PAN, and all relevant documents mentioned at Sl No: a) & b).
- Party shall have to produce all documents, as mentioned above, in original if asked for.
- Party must have previous experience of similar job supporting document to be enclosed with quotation.

01 Tender paper [NIT, schedule of quantities, special terms & conditions (Annexure-II & Annexure-iii) GDCC] are to be downloaded from the web site [www.bvfcl.com](http://www.bvfcl.com). and duly signed in each page. Tender paper cost and earnest money drawn in favor of **BVFCL Namrup** by DD/Banker cheque shall have to be submitted along with bid documents. The DD / Bankers cheque against Tender paper cost and EMD shall be put in one envelope super scribed. **OR Tender paper cost and earnest money may also be deposited in BVFCL Bank Account in SBI through Challan that can be downloaded through BVFCL website. One Challan copy must be submitted along with the tender documents.** The bid shall be put in one sealed envelope super scribed and both envelopes will be put on a third envelope properly super scribed.

**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:

- National Small Industries Corporation (NSIC)
- District Industries Centres (DIC)
- Coir Board
- Khadi and Village Industries Commission(KVIC)
- Khadi and Village Industries Board(KVIB)
- Directorate of Handicrafts and Handloom
- Udyog Aadhar Memorandum

1. Submission of Tender paper (To be put in locked tender paper box) in the office of (The CE Elect) BVFCL, Namrup

2. Last date of submission of tender papers : 07-08-2019 at 03:00 PM

3. Opening date of Tender papers : 07-08-2019 at 03:30 PM

02. The tenders will be opened on the above scheduled date and time in presence of the tenderer or their authorized representatives who may like to be present. 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.

03. BVFCL shall not be held responsible for late submission of tender.

04. BVFCL reserves the right to accept or reject any or all tenders communicating same to the party (ies) without assigning any reason thereof.

05. Additional Terms: - Every bidder will submit 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.
06. The tenderer should carefully read and understand the document and terms and conditions before submitting the tender. For any clarification concerned officer may be contacted.
07. **PAYMENT TERMS:** - You will be paid for the work as-
- a) 90% payment will be made to you on actual work carried out & successfully completed by you, duly certified by site Engineer.
  - b) Balance 10% will be released after completion of workmanship guarantee period.
  - c) Bill will be released within 30 days after submission of Final Bill duly certified by the executing department.
  - d) Any clarification from the contractor/suppliers/service providers on the bill submitted by the contractor should be sought within 15 days; similarly the contractor should be required to submit the clarification within that time.
- You will be paid no running bills for this job.
- i. The items dismantled at the work shall be returned to our Departmental store and to be recorded at the register available at site.
  - ii. At no time the progress of work shall be retarded or stopped due to the disputes or differences with BVFCL, Namrup.
  - iii. Income tax and other taxes if any shall be deducted from your bill as per rules as applicable.
  - iv. Where supply of materials is involved, the list of material supplied by you are to be entered in the register in the site office under a valid challan along with the documentary proof for purchased materials are to be submitted along with the bill for necessary checks at our end.
08. **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.
09. **MATTERS FINALLY DETERMINED BY BVFCL—**
- All disputes or differences or any kind whatsoever arising out of or in connection with the contract during the progress of the work or after the completion and whether before or after the termination of the contract, shall be referred by the contractor to the BVFCL and BVFCL shall within a reasonable time after presentation make and notify decisions thereon in writing which shall be final and binding. The performance of the contract shall not stop by the contractor due to the reason that any dispute, claim or difference is pending with BVFCL or any Court or Arbitrator.
- 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, and Email Id: vigilance@bvfcl.co.in
10. EMD of the unsuccessful bidders shall be returned back after finalization of the Contract.
11. Security Deposit and EMD would not bear any interest.

B.Sharma)  
A.P.E.(E)/U-II

## BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP

(A Govt. of India Undertaking)

P. O. : Parbatpur ( 786 623 ) Dist. : Dibrugarh, Assam

**ELECTRICAL DEPARTMENT****SCHEDULE OF QUANTITY**

Schedule of quantities of the work: **“Newly installation of Energy efficient 20Watt LED Tube Light Complete Fitting in various section of Urea-II plant”**

Tender Notice No: U-II/Estt-002/Elect/2019/1217

Date: 01.08.2019

Sl No	Description of jobs	Quantity	Rate (Rs) (in fig) (in words)		Amount Rs
01	Installation of new LED tube light fitting after removing the existing FTL fittings at the original position as required. Materials for this job shall be supplied by M/s BVFCL, free of cost. Removed FTL fittings along with choke , starter etc. should be deposited in the custody of Urea-II Electrical site I/C. Materials shall be supplied by M/s BVFCL free of cost. Electric tools like combination pliers and screw driver set shall be supplied by the party.	100 nos			
				GST 18%	
				Total Rs.	

Total Rupee in words( ..... )including GST.

LOCATION/AREAS	QUANTITY REQUIRED (Nos.)
1) Urea-II Control Room	10
2) Pump Bay Area	10
3) 11KV Substation	20
4) PMMC Substation	10
5) MCC Bldg Room (2,3&4)	05
6) Urea-II Instrument Panel Room	05
3) Urea-II Prodn Office	04
4) Urea-II Prodn Site Workshop	04
5) Urea-II Mechanical Office	06
6) Urea-II Mechanical Site Workshop	04
7) Urea-II Instrument Office	04
8) Urea-II Instrument Site Workshop	04
9) Urea-II Elect Shift Office,	04
10) Urea-II Elect General Shift Office	04
11) Urea-II Elect General Site Workshop	06
<b>TOTAL</b>	<b>100</b>

Signature of contractor with seal

## ELECTRICAL DEPARTMENT

## TENDER FORM

Sl. No. : \_\_\_\_\_

Date of Issue: \_\_\_\_\_

Tender No. \_\_\_\_\_

dated: \_\_\_\_\_

Last date of submission: \_\_\_\_\_

at \_\_\_\_\_

P.M. \_\_\_\_\_

Name of Work : \_\_\_\_\_

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**

General description of the work : \_\_\_\_\_

Earnest Money Rs. : \_\_\_\_\_

Time allotted for the work : \_\_\_\_\_ Days

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:**

- 1.0 Earnest money deposit receipt/Bank draft/deposit at call receipt as applicable.
- 1.1 Detailed schedule of work duly filled in and signed (Annexure –I)
- 1.3 Photocopy of the PAN card in own name.
- 1.4 Contractors having up-to date renewed electrical license and Electrical Supervisor's Certificate of Competency
- 1.5 Photo copy fulfilling the conditions like SGST, CGST. as applicable in the State of Assam.
- 1.6 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**

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.**

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.

- a.) 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.
- b) 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**

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**

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.
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.
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**

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

**9.00 PAYMENT TERMS**

- a) 90% payment will be released to you against work carried out & successfully completed by you, duly certified by site Engineer.
- b) Balance 10% will remain against Security Deposit & performance guarantee, which will be released after completion of workmanship guarantee period of 6(Six months).
- c) You will be paid First & Final Bill, considering the actual work carried out by you.
- d) Bill will be released within 30 days after submission of Final Bill/Running Bills after duly certified by site Engineer.
- e) Any clarification from the contractor/suppliers/service providers on the bill submitted by the contractor should be sought within 15 days; similarly the contractor should be required to submit the clarification within that time.
- f) Any taxes if applicable shall be deducted from bill as per prevailing rates by the Finance department.

**10.00 DECLARATION OF TENDERER**

- 10.01 I / We declare that I / we have read the above instructions /terms and conditions etc. and wel

Signature of the Tenderer