

**BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED.**  
**(A GOVERNMENT OF INDIA UNDERTAKING)**  
**NAMRUP. P.O.: PARBATPUR, DIST: DIBRUGARH, ASSAM. PIN – 786 623**  
**Phone: (0374) 2507076, 2507079/7084 FAX - +91 0374 2500317**

Ref: CMW/AC/19/Cont-53/4065

Date: 30-05-2019

**Sub: -** Notice Inviting Tender for “Annual maintenance cum rate contract for Room Air Condition machines of Guest House, BVFCL”

Sealed TENDERS (2 bid system) are invited for the work as detailed below:

1.0	Name of Work	Annual maintenance contract for Airconditioners outside factory premises of BVFCL.		
2.0	Tender paper cost	Rs 200.00		
3.0	Earnest Money Deposit	Tenderer to submit Earnest Money Deposit of Rs 6060.00 (Rupees Six Thousand Sixty) only in the form of A/C Payee Demand Draft in favour of Brahmaputra Valley Fertilizer Corporation Ltd., Namrup payable at State Bank of India, Namrup Branch (Branch Code: 0223). <b>Tenders received without EMD are likely to be rejected.</b>		
4.0	Time of Completion	The contract will remain in force for a period of one year w.e.f. the date of award of contract.		
5.0	Validity of the Tender	<b>180 days</b> from the Date of Opening of Techno – commercial bids.		
6.0	<b>Tender Schedule:</b>			
	<b>Event</b>	<b>Date</b>	<b>Time</b>	
	Last date and time for tender Submission	13-06-2019	3:00 PM	
	Date and time for opening of Tenders (Techno-commercial Bid)	13-06-2019	3:30 PM	
7.0	<b>OPENING OF TENDER:</b> The Techno-Commercial Bids will be opened online on stipulated date and time. The Techno-Commercial Bids will be scrutinized in details in respect of NIT requirements. The Price Bids of the techno-commercially suitable parties shall be opened subsequently on a later date which shall be intimated to the techno-commercially suitable Bidder.			
8.0	Place of Receipt of Tender	Office of the – CE (Mech),AG, CPP & CMW B.V.F.C. Limited, Namrup P. O. – Parbatpur-786 623 Dist.- Dibrugarh (Assam)		

**Note:** Tender papers can be downloaded from the web site [www.bvfcl.com](http://www.bvfcl.com) & [eprocure.gov.in](http://eprocure.gov.in) **however tender paper cost shall have to be deposited along with the bid by way of Demand Draft in favour of BVFC Ltd., Namrup payable at Namrup.** Interested parties shall be issued Tender papers / documents during working hours on application along with the copy of the valid GST registration, PAN/TAN to the undersigned and on payment of the tender paper cost as mentioned above in cash

- 9.0) 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.
- 10.0) The rates should be quoted as per annexure-I ‘**Schedule of Work, Quantity & Rates**’. The rates should be quoted only in the units given in the enquiry and should be indicated both in words as well as in figures. In case of any discrepancy, the rates quoted in words shall be treated as final. Any corrections made in the prices shall be authenticated with signatures at all places. The Tenderer shall have to submit the ‘Schedule of Work, Quantity & Rates’ duly filled in failing which their Price bid will not be accepted.
- 11) The Tenderer may visit the site, acquaint himself fully of the job and site condition, if required, and no claim, whatsoever, will be entertained during execution of the work, at a later stage, merely on the plea of ignorance about difficulties involved.

**12) Procedure for Submission of Tender:**

The Tender shall be submitted in **Three Sealed Envelopes** as under:

**12.1) Envelope No. 1:**

Should be super-scribed ‘Earnest Money’ for Tender for “Annual maintenance contract for Air-conditioners outside factory premises of BVFCL” and shall contain Earnest Money Deposit of Rs 6060.00 only in the form of an A/C. Payee Demand Draft drawn in favour of M/s. Brahmaputra Valley Fertilizer Corporation Ltd., Namrup, payable at State Bank of India, Namrup Branch (Branch Code: 0223).

12.2) **Envelope No. 2:**

Should be super-scribed 'Technical Bid' for Tender for "Annual maintenance contract for Air-conditioners outside factory premises of BVFCL" and shall contain un-priced Bid including NIT duly signed, along with authenticated copies of credential against eligibility criteria (refer point no-16), I-Tax, PAN, GST registration certificate etc and Other Conditions / Deviations, if any, which are at variance with the Terms & Conditions of the Tender Documents issued by BVFCL.

12.3) **Envelope No. 3:**

Should be super-scribed 'Price Bid' for Tender for "Annual maintenance contract for Air conditioners outside factory premises of BVFCL", and shall contain the Rates only as per 'Schedule of Rates' Proforma.

All the three envelopes should in turn be put together in a separate envelope duly super-scribed as 'Tender for Annual maintenance contract for Air-conditioners outside factory premises of BVFCL mentioning the reference NIT No., date and due date of opening over the envelope.

13) **Opening of Tender:**

The Tender shall be opened as under:

13.1) **Envelope No. 1:**

Super-scribed 'Earnest Money' shall be opened first, on the Scheduled Date & Time of Opening of Tenders, in presence of those Tenderers who may wish to be present during opening.

13.2) **Envelope No. 2:**

Super-scribed 'Technical Bid': The Technical Bids of those parties only who will have furnished requisite EMD shall be opened and required clarifications, if any, shall be obtained from respective Tenderer(s).

13.3) **Envelope No. 3:**

Super-scribed 'Price Bid': The Price Bids of the techno-commercially suitable parties shall be opened subsequently on a later date which shall be intimated to the Tenderers.

14) The Tenderer (s) shall submit the following information along with the Tenders: -

14.1) Full particulars of their infrastructure and capability (Envelope 2)

14.2) Copy of Work Order & Job Completion Certificate for similar nature of work (Envelope 2)

15) The following information shall have to be submitted along with the Tender failing which the tender shall be liable to be rejected:

15.1 Copy of Permanent Account Number (PAN) from Income Tax Authorities (Envelope No. 2)

15.2 Copy of GST registration certificate (Envelope No. 2)

16) **Party shall fulfill following eligibility criteria:**

Copy of Work Order from a Govt/Semi Govt/PSU/ reputed organization for execution of annual maintenance contract/annual rate contract of Air Conditioners along with Job Completion Certificate during last 7 (Seven) years ending last day of month previous to the one in which applications are invited should be either of the following:

- a) Three similar works costing not less than the amount equal to Rs 1.00 lakh.
- b) Two similar completed works costing not less than the amount equal to Rs 1.25 Lakh
- c) One similar work costing not less than the amount equal to Rs 2.00 Lakh.

17) This letter shall form part of the contract document and shall be signed and returned along with the tender Documents.

**Encl: - Tender Document**

Thanking you,

**For Brahmaputra Valley Fertilizer Corporation Limited, Namrup**

(KK Dihider)  
CE (M), AG, CPP & CMW