

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP  
TENDER FORM

NOT TRANSFERABLE  
Date of issue.....

Sl. No.....

Tender Notice No.: Mech/U-II/17/Cont-162/2886      Date: - 03/04/2017

Last date of submission      18-04-2017 at 03:00 PM

Name of work: Helping Assistance & a welder for various maintenance/repair jobs during the forthcoming ATA-2017 in Urea-II plant.

Issue to (Name & Address of the party)

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No. of tender documents  
Issued.....

Signature of Issuing Officer  
Dept.....

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 & in all respect in accordance with the specification, designs, drawing 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: Helping Assistance & a welder for various maintenance/repair jobs during the forthcoming ATA-2017 in Urea-II plant.
2. Earnest Money: - ` 2350.00 (Rupees two thousand three hundred fifty) only.
3. Time allowed for the work: 30 (thirty) days
4. Should this tender be accepted, I/We hereby agree to abide by and fulfill all the terms and provisions and conditions contained in NIT, GDCC and the special; conditions which have been read and understand by me/ us so far as applicable or in default thereof to forfeit and pay to the corporation or their successors or assignees, the sum of money mentioned in the said conditions.
5. The sum of ` ..... has been deposited vide..... dtd..... with the Finance Manager in favor BVFCL, Namrup as earnest money, the full value of which to be absolutely forfeited to the BVFCL, on their successors or assignees 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.

Contd.....2/-

:2:

**ENCLOSURES:**

1. Earnest money through Payment Challan.
2. Scheduled of Quantity & Performa for Quoting Price (Annexure- III)
3. Scope of work duly read and signed on every page (Annexure- III A)
4. Special terms & conditions duly read and signed (Annexure- IV)
5. Service Tax Registration Certificate.
6. PAN Card.

Dated.....

Signature of the contractor  
Name & Address of Contractor

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Witness i)

Signature 1.....  
& address.....  
of witness.....

ii)

2.....  
.....  
.....

NO. Mech/U-II/17/Cont-162/2886

Date: - 03/04/2017

Sub: Helping Assistance & a welder for various maintenance/repair jobs during the forthcoming ATA-2017 in Urea-II plant.

**SCHEDULE OF WORK, QUANTITY AND PROFORMA FOR QUOTING RATE**

Sl. no.	Description of work	Mandays	Rate (₹)	Amount (₹)
1.	Helper	240		
2.	Welder	40		
	Sub Total			
	Considering 10% contractor's profit			
	Service Tax @ 15%			
	Total			

(Rupees \_\_\_\_\_) only.

Signature.....

Name and Address of Contractor

.....

.....

Pan No.....

Date : .....

Place : .....

NO. Mech/U-II/17/Cont-162/2886

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**SCOPE OF WORK**

Sub: Helping Assistance & a welder for various maintenance/repair jobs during the forthcoming ATA-2017 in Urea-II plant.

- 1.00 Technical scope of work shall be consist of but shall not be limited to the followings:
- 1.01 The contractor has to mobilize required manpower to accelerate job in full potential.
- 1.02 The contractor has to take full responsibility of allocating his personnel on job in consultation with our site engineer.
- 1.03 Transportation of material from central store to site
- 1.04 Cleaning of spares of equipments.
- 1.05 To assist departmental manpower for the maintenance jobs.

Any other activities, not included above but required for successful completion of the jobs, shall be in the party's scope

(T.Das)  
P.E. (M), U-II

NO. Mech/U-II/17/Cont-162/2886

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**SPECIAL CONDITION RELATED TO THE WORK**

Sub: Helping Assistance & a welder for various maintenance/repair jobs during the forthcoming ATA-2017 in Urea-II plant.

## A) Special Commercial Terms:

- 1) Tenderer must submit documentary evidence of PAN/TAN No.
- 2) Tenderer must furnish Service Tax Registration Certificate with the tender.
- 3) The tenderer must pay their workmen the minimum wages & facilities as per latest circular of central Govt.
- 4) The Tenderer shall have to make an exgratia payment of ` 1000.00 ( ` One Thousand) only to the dependents of labour in the event of the labour's death occurring while on duty. The payment will be made by BVFCL immediately & will be recovered from the Contractor's bill.
- 5) Validity of Tender:  
The tender should remain valid for a period of 180 (One Hundred Eighty) days from the date of opening of tender.

Above documents shall have to be submitted along with the application of Tender paper or with the tender. In absence of any of the above, the Tender is liable to be cancelled.

## B) Brief description of the scope of work and responsibilities:

- 1) Helping Assistance & a welder for various maintenance/repair jobs during the forthcoming ATA-2017 in Urea-II plant.
- 2) The tenderer shall be ready to engage his personnel on short information. Therefore, tenderer or his representative should be always in touch with the maintenance activities Engineer-In-Charge of BVFCL.
- 3) The job shall be started immediately (within a day) on LOI/written order.

**1.00 COMPLETION TIME:**

The subject job shall be completed within 30 (thirty) days.

**2.00 PAYMENT TERMS:**

Subject to deduction as admissible as per rule payment will be released as follows:

- i) 100% payment shall be made to contractor after completion of job as the job is purely labour oriented.
- ii) No Security Deposit shall be deducted from the bill as the job is purely labour oriented.
- iii) All other statutory deductions will be made as per BVFCL rules.

**3.00 MEASUREMENT:**

Payment to be released as per joint measurement taken by contractor and BVFCL engineer and duly certified for actual quantity of work executed and at the rates quoted by you and accepted by BVFCL.

**4.00 TAXES:**

- 4.01 Income Tax at the prevailing rate shall be deducted from the party's bill.
- 4.02 Statutory deductions, if applicable as per BVFCL rules will also be recovered from the contractor's bill.
- 4.03 Service Tax shall be paid on production of documentary evidence.

**5.00 MEDICAL FACILITY:**

Medical facilities to the extent available in BVFCL Hospital, Namrup shall be provided to the crew of contractor on chargeable basis, however, the "FIRST AID" facilities shall be provided free of cost.

**6.00 COMPENSATION FOR DELAY IN COMPLETION OF JOB:**

Time shall be regarded as the essence of contract and the failure on the part of the contractor to complete the contract on dates stipulated in the tender and the work order for completion of respective works shall be entitle BVFCL, Namrup to recover damages from the contractor by way of mutually agreed damages a sum equivalent to one half of one percent (subject to a maximum of ten percent) of the contract value of the work for each week or part of the week for which the contractor is in default. All terms & conditions of BVFCL GDCC shall be applicable to this contract.

**7.00 AGREEMENT:**

All the terms & conditions mentioned herein shall form the part of contract and be incorporated in the Agreement form which shall furnish non-judicial stamp paper of the State of Assam denomination or ` 10/- ( ` Ten) only along with 7 (Seven) sheets of water mark papers and executed the Agreement in prescribed Performa within 7 (seven) days from the date of receipt of the work order.

**8.00 LAST DATE OF SUBMISSION OF TENDERS AND OPENING DATE:**

8.01 Tenders completed in all respect shall be mailed to C.E. (M), Urea-II & Civil, Brahmaputra Valley Fertilizer Corporation Limited, Namrup, P.O. Parbatpur, Dist.: Dibrugarh, Assam Pin- 786623 (Fax- 0374-2500524, Telephone- 0374-2507084) so as to reach him on or before 18-04-2017 at 03:00 PM. The tender shall be opened on 18-04-2017 at 03:30 PM.

8.02 If closing date of sale of tender papers/ last date of submission of tender papers/ scheduled opening date of tender happen to fall on Bandh Day/ Strike Day/ Holiday at Namrup, then the next working day shall be counted.

**9.00 TENDER LIABLE TO REJECTION:**

In addition to clause number 16 of GDCC tenders are liable to be rejected on following grounds:

9.01 Tenders submitted by tenderer who resort to canvassing.

9.02 Tenders which do not fulfill all or any of the conditions laid down in the tender documents or are incomplete in any respect.

9.03 Tenders, which contain uncalled for remarks or any alternative/additional conditions.

9.04 "BVFCL is committed to a corruption free work environment. All the works/purchase/service 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. 0374-2507092/0374-2507176)".

(T.Das)  
P.E.(M), U-II