

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP
(MEDICAL DEPARTMENT)

Ref:-Med/59/2016/1223

Dated:-26-05-2016

NOTICE INVITING TENDER

Sealed tenders are hereby invited on item rate/ Lump sum basis, **in 1(Single) Bid system** 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	Providing operation and maintenance of catering services in BVFCL hospital for 1(one) year Estimated cost: - Rs 3, 62,400.00 + Taxes Extra as applicable.	9060.00	1(One) Year	100.00

Contractor means the experienced contractors who are having past experience for respective jobs; in Brahmaputra Valley Fertilizer Corporation Limited or any organization having catering operation & maintenance:

- Contractors having registration fulfilling the conditions of statutory obligations like PF, Service Tax, and PAN etc. as admissible.
 - Contractor must possess valid Labour License.
 - Party should submit copies of all documents as in a) & b) along with the tender documents.
 - Contractors would have produced original documents of all the documents as in a) & b) above, if required.
 - Party shall submit experience of having successful completed similar works 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:-
 - 3(three) similar completed works costing not less than the amount equal to 40% of the estimated cost
OR
 - 2(two) similar completed works costing not less than the amount equal to 50% of the estimated cost
OR
 - 1(One) similar completed works costing not less than the amount equal to 80% of the estimated cost
- * Party should fulfill all the above criteria from (a) to (e) as above.

01 Tender paper [NIT, schedule of quantities, special terms & conditions (Annexure-II & Annexure-IV) GDCC] are to be downloaded from the web site 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's Bank Account in SBI through Challan that can be downloaded from BVFCL website. The counterfoil of the challan copy must be submitted along with Tender Documents. **The bid shall be put in sealed envelopes super scribed with NIT no.**

- Submission of Tender paper (To be put in locked tender paper box) in the office of
Actg. Chief Medical Officer BVFCL, Namrup
- Last date of submission of tender papers : 15-06-2016 at 3-00 PM
- Opening date of Tender papers : 15-06-2016 at 3-30 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 on opening day of Tender, 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.
- 06.00 The Tenderer should sign on each and every page of their tender documents.
- 07.00 **Labour Regulation & abolition Act:-** The contractor shall have to abide by all the provisions of the Contract labour (Regulation & Abolition Act 1970) Minimum wages Act 1948 and Rules framed there under and also labour Acts and Rules applicable to the contractor and in case he fails to do so , the Corporation shall have right to deduct from his bills the Expense which are to incur in his connection.
- 08.00 **Personal Security:--** In accordance with Latest instruction of Govt. of India verification of character and antecedents of Employees to be engaged by the contractor are to be submitted to BVFCL Management before extension of the work order.
- 09.00. 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.
- 10.00 -- **Required Delivery period** ----As per SI No-17.00 & 18.00 of Other Terms & Conditions.
- 11 .00--- **Deliver Terms** ----As indicated in Other Terms & Conditions Enclosed herewith.
- 12.00 **Payment Terms:-** a) 100% payment will be made to the contractor, based on actual amount of catering service to be provided.
- b) Monthly bill will be released based on running bills submitted by the contractor.
- c) until & unless coupon issue register updated and amount collected against coupon deposited in the Finance Department, bills will not be forwarded to Finance Department for release of the payment.

Please note that payment of the wages to the contract labour shall have to be made within the wage period as envisaged in **payment of wage Act-1936** and as mentioned, irrespective of payment / non payment of your Bill(s) at the relevant time. In the event of failure to make payment, the Corporation as principal employer, shall take action as per the contract labour (Regulation & Abolition) Act-1971 without any further reference to you.

Payment will be made against actual work carried out by you, through Running Account Bill/ First & Final Bill submitted by you.

13.00 Settlement of Disputes:-

- a) Except otherwise provided in the 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 the Arbitration in accordance with the **ICADR** Arbitration rule , 1996. Under such case, Authority to appoint Arbitrator(s) shall be the “**International Center for Alternative Dispute Resolution**”.

- b) The Arbitration proceedings shall be governed by the Indian **ICADR** Arbitration Rules, 1996 .Both Parties shall continue to fulfill their respective obligations under this Contract during the arbitration proceedings. The venue of arbitration shall be New Delhi , India .

14.00 Mode of Submission of Tender—

- i) The Tender must be submitted in 1(Single) Bid system,
- ii) Tender paper cost & Earnest Money Deposit shall enclosed with the Bid.
- iii) The Envelope of BID shall be super scribed along with NIT No. and will contain EMD & Tender Paper Cost.
- iv) The bid will be opened as per date & time mentioned in NIT.

15.00 The contract shall be awarded for 365 days (including OFF Days and Holidays). However, on successful completion, the work may be further extended for 180 days at the same rate, terms and condition.

16.00 EMD of the unsuccessful bidders shall be returned back after finalization of the Contract.

17.00 Security Deposit and EMD would not bear any interest.

(Dr. I K Lahon)
Actg. Chief Medical Officer
Brahmaputra valley Fertilizer Corporation Ltd.
Namrup, P.O- Parbatpur ---786623
Dibrugarh, Assam

OTHER TERMS & CONDITIONS

- 1.00** In addition to the above, the criteria regarding satisfactory performance of work, personal establishment plant equipments etc must be furnished along with tender.
- 2.00 SECURITY DEPOSIT:** - Earnest Money Deposit at the time of submission of Tender shall be converted to Security Deposit for an amount covering 10% of the contract value. Balance shall be deducted on pro rata basis from monthly bills as to cover the entire amount of 10% of the contract value which shall be returned after successfully completion of the contract.
- 3.00** The tenderer should have adequate experience in preparation of meals and serving of the same. Necessary documents to this effect should be submitted by the tenderer along with his offer.
- 4.00** They shall have to engage sufficient manpower required for preparation of food materials and serving the same to the patients/ staff in time.
- 5.00** The work includes serving of tea, breakfast, lunch, dinner etc. to the patients /staff and collection of utensils thereafter on completion of eating.
- 6.00** The tenderer shall take utmost care for hygienic cooking and cleaning of kitchen, utensils etc. On occasion's special food as required for treatment are to be prepared and served to the patients.
- 7.00** The existing / available crockery/ utensils shall be provided to the contractor by the corporation which shall have to be returned by them in good condition on termination of the contract.
- 8.00** The cost of cleaning powder etc. required for cleaning shall have to be borne by the contractor.
- 9.00** Kitchen and pantry will be provided in the hospital building. However, arrangement of LPG etc. for cooking is to be made by the contractor at his expenses.
- 10.00** The contractor shall contact the authorized person of the Medical Department to collect the day's requirement of the breakfast, lunch etc. at stipulated time.
- 11.00** No person other than the contractor or his worker(s) shall be allowed in the hospital kitchen premises without the permission of the controlling authority.
- 12.00** The Management reserves the right of inspecting the quality/ quantity and hygienic aspects of the food prepared and serving of meals etc. to its satisfaction.
- 13.00** No free medical facility shall be provided to the contractor and contractor's workmen from the corporation's hospital.
- 14.00** Though the contract will be initially for a period of 1(one) year , however, that can only be confirmed after observing the quality of diet and work performance of the contractor for about 3-4 months.
- 15.00** The contractor shall not be allowed to sublet the contract job in any case. If it comes to the knowledge of the Management, the contract will be cancelled.
- 16.00** The Management reserves the right to accept or reject any or lowest in part or the full without assigning any reason.
- 17.00** Average Nos of requirement per Month:-
- | | |
|----------------------------|---------------------------|
| a) Patients' Breakfast | -----160 Nos per Month |
| b) Patients' Meal | -----170 Nos per Month |
| c) Patients' Tea | ---- 160 Nos per Month |
| d) Patients' Snacks | ---- -160 Nos per Month |
| e) Staffs' Breakfast | -----300 Nos per Month |
| f) Staffs' Meal (Non Veg) | ---- ---220 Nos per Month |
| g) Staffs' Meal (Veg) | -----100 Nos per Months |
| h) Staffs' Tea(Red) | -----325 Nos per Month |
- 18.00** Timing for serving the diet to the patients in the beds and to the staff in the dining hall are as below:-
- | | |
|-------------------------------------|-------------|
| --- Morning Tea (Only for patients) | --- 6-30 AM |
|-------------------------------------|-------------|

Breakfast for patients	--- 6-30 AM to 7-00 AM
Breakfast for Staffs	--- 7-30 AM to 8-00 AM
After Noon Tea (Only for patients)	---3-00 PM to 3-30 PM
Lunch for patients	--- 11-00AM to 12-00 Noon
Lunch for Staff	--- 12-30 PM to 1-00 PM
Dinner for patients	---- 8-00 Pm to 8-30 PM

(Dr. I K Lahon)
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BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP
(MEDICAL DEPARTMENT)

ANNEXURE-A

To
The Actg. Chief Medical Officer
BVFCL Namrup

Dated-.....

Sub: - Quotation for operation & maintenance of catering Services in BVFCL Hospital

Sir

I/We hereby submit sealed tender for catering services in BVFCL Hospital at the following rates quoted against each item---

	ITEMS	QUANTITY	RATE
01)	Morning Tea	Milk Tea	1 cup (150ml)
02)	Patient's break-Fast (Non –Veg)	Milk	250 ml
		Bread	2 slices (As per Gatanis Size)
		Egg	1 No
		1 Banana	1 No
03)	Patient's lunch & Dinner (Non Veg)	Rice	200 Gm
		Vegetable	200 Gm
		Dal	30 Gm
		Fish	100 Gm
04)	Afternoon Tea	Milk Tea	150 ml
		Biscuit	2 nos
		Of thinner or similar)	
05)	Additional requirement For T B patients	Curd	150ml
		Egg	1 No
06)	Staff's Breakfast	Red Tea	150 ml
		Puri	4 Nos
			(Total 100 gms)
		Vegetable	200 gms
07)	Staff's Lunch	Rice	200 gms
		Vegetable	200 gms
		Dal	30 gms
		Egg	1 No
08)	Staff's Tea	Red Tea	150 ml

This is inclusive of Service Tax

Signature of the Contractor
& Address

SCHEDULE OF QUANTITIES

NIT No- Med/59/2016/ 1223 Dated 26 -05-2016

Name of the work: - Providing operation and maintenance of catering services in
BVFCL hospital for 1(one) year

Sl No	Item Description	Quantity per month	Total Annual quantity	Rate in Rupees	Total Amount in Rupees	Total Amount in words
01	Morning Tea (Patients)	160	1920			
02	Patients Breakfasts	160	1920			
03	Patients Lunch/Dinner	170	2040			
04	Afternoon Tea & snacks (Patients)	160	1920			
05	Staff Breakfast	300	3600			
06	Staff Meal (Non Veg)	220	2640			
07	Staff Meal(Veg)	100	1200			
08	Staff Tea	325	3900			
	Total					

Total Rupees

-----) Only

(Signature of the contractor)

With Seal

Address of the contractor