

# BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP

(A GOVT. OF INDIA UNDERTAKING)



## Please reply to:

Mr. N.M. Das, ACE (M), MH  
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BVFCL's GSTN No.: 18AABCB9399R1ZK;

CIN No.: U24123AS2002GOI006786

To,

## NOTICE INVITING TENDER

- |                          |                                |
|--------------------------|--------------------------------|
| 1. NIT NO                | : ISO/MR/TRG/III/NIT/02 - 2018 |
| 2. DATE OF ISSUE         | : 14-06-2018                   |
| 3. TYPE OF BID           | : Single Stage                 |
| 4. BID OPENING           | : 05-07-2018, 3.30 PM          |
| 5. EARNEST MONEY DEPOSIT | : ₹ 1450.00                    |

### Description:

Brahmaputra valley fertilizer corporation limited, Namrup invites **Sealed Bids** on **Limited Tendering basis** for conducting an In-house Internal Auditors training course for ISO 9001:2015 & ISO 14001:2015 for a batch of 20 participants in its factory premises. The Training will also required to cover the demonstration on documentation change which is essential for up gradation from ISO 9001:2008 to ISO 9001:2015 and ISO 14001:2004 to ISO 14001:2015.

The NITs are issued to the following parties:

- (i) Indian Institute of Quality Management (IIQM), STQC Directorate, Govt. of India, Jaipur - 302017 (Rajasthan).
- (ii) National Institute of Training for Standardization, Bureau of Indian Standards, Noida - 201309
- (iii) M/s. Swiss Cert Private Limited, Delhi - 110034

### Special Terms & Conditions:

1. The bid will include / indicate the following.
  - a) Previous experience details of similar training programme done in any Public Sector Undertaking or any other Private Organization along with relevant Work Order or other documents.
  - b) Basic course fee for each course, the applicable taxes & duties and any other applicable charges. There is no specific format for quoting price. You may quote prices in your own format.
  - c) Only Course fees plus applicable taxes to be indicated since Travelling Expenses will be reimbursed on submission of bills. Moreover, Boarding & Lodging for concerned person(s) will be provided by BVFCL free of cost.
  - d) Topic coverage for each of the courses.
  - e) Duration of each of ISO: 9001 & ISO: 14001 Courses including the demonstration on documentation change.
  - f) Liabilities of BVFCL, if any.
  - g) Your tender/quotation must be accompanied by Earnest Money Deposit of ₹ 1450.00 (Fourteen Hundred and Fifty) in the form of a crossed Demand Draft that may be drawn on any scheduled bank in favour of Brahmaputra Valley Fertilizer Corporation Limited Namrup payable at Namrup.
  - h) Please submit the sealed bids on or before 05-07-2018, 3.30 PM.
  - i) Please indicate PAN/TIN/GSTN no. of your Organization in the quotation.

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2. In case you are not interested to participate against our NIT, please send your regret letter.
3. In case you are interested, you may also send your representative to witness the opening of tenders.
4. BVFCL is committed to a corruption free work environment. "All the above purchases/ services 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 to inform the matter to vigilance office, BVFCL, Namrup, P. O. Parbatpur, Dist. Dibrugarh, Assam PIN; 786623. (Tel no: 0374-2507092 / 0374-2507167).
5. General terms and conditions of tender have been attached in Annexure-I.

Yours faithfully,  
*For and on behalf of*  
Brahmaputra Valley Fertilizer Corporation Ltd.

N.M. Das  
Addl. Chief Engineer (M),MH, DMR ISO 9001 & 14001, Mobile No.: +91-9435332068

## GENERAL TERMS AND CONDITIONS OF TENDER

1. Quotation should be submitted in duly typed in service provider's own letter head complete in all respect. "As applicable extra"- such terms must be avoided & should be specific either % on basic price or fixed amount applicable.
2. Prices quoted should be remain valid for a minimum period of NINETY DAYS from the date of opening of quotation.
3. Quotation should be free from correction and rates to be quoted both in figures as well as in words, besides basic price other applicable charges should be quoted either in % or amount. "As Applicable" or "Extra" must be avoided.
4. Earnest money, if any called for, must be deposited in form of demand draft in favor of BVFC Ltd payable at Namrup. The demand draft should accompany the quotation.
5. The corporation will not allow any revision in prices once after sealed tenders are opened.
6. The corporation is not bound to accept the lowest or any tender or assign any reason for non acceptance.
7. Quotation will be opened normally on the date and time specified in presence of those tenderers or their accredited representatives who may be present at the time of opening of the quotation. In case it could not be opened on the specified date because of bandh of some unavoidable reason, the quotation shall be opened on the next scheduled day of the bid opening.
8. Quotation received after specified time and date will not be entertained.
9. It should be clearly stated whether the prices quoted are firm or subject to variation. In the latter case, the extent of variation and factors determining the same also be stated.
10. **Our terms of payment are- 'Payment within 30 days from completion of the training and thereafter obtaining the certificates'.**
11. Please submit the quotation indicating any taxes which may be applicable separately. The quotation inclusive of taxes in the quoted price will not be considered.
12. Please indicate your bank details in the offer for the purpose of e-payment/ online payment.
13. **In all cases of disputes, the decision of the corporation shall be final, failing which the matter will be referred to arbitration under ICADR Arbitration rules 1996.**