



BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED

(A GOVERNMENT OF INDIA UNDERTAKING)

NAMRUP, P.O.: PARBATPUR, DIST: DIBRUGARH, ASSAM. PIN – 786 623

Phone: (0374) 2507031, 2507078/7354 FAX - +91 0374 2500 524/ 317

E-mail: [bvfcInam@bsnl.in](mailto:bvfclnam@bsnl.in)

Ref No.: N-III/Mech-5/Cont-869/074

Date: 28-04-2016

Sub : Notice Inviting Tender for 'Supply of expert personnel for preventive checking & necessary rectification of governing system of NGBC, PAC, PRC & SGC of Ammonia -III plant' at BVFCL, Namrup.

Sealed **TENDERS** are invited for the work as detailed below:

- 1) Name of Work : Hiring of expert personnel for preventive checking & necessary rectification of governing system of NGBC, PAC, PRC & SGC of Ammonia -III plant at BVFCL, Namrup.
- 2) Estimated amount : ` **3, 80, 100.00**
- 3) Cost of Tender papers : ` 500/-
- 4) Earnest Money Deposit : Tenderer to submit Earnest Money Deposit of ` . 9500/- (Rupees Nine thousand five hundred) only in the form of A/C Payee Demand Draft in favour of Brahma Putra Valley Fertilizer Corporation Ltd., Namrup payable at State Bank of India, Namrup Branch (Branch Code: 0223).
Tenders received without EMD are likely to be rejected.
- 5) Time of Completion : 05(Five) days from the date of commencement of work at BVFCL, Namrup Site.
- 6) Validity of the Tender : **180 days** from the Date of Opening of Tender.
- 7) Last Date & Time for Receipt Of Tenders : 15-00 Hrs. on 30-05-2016
- 8) Date & Time for Opening of Tenders : 15-30 Hrs. on 30-05-2016
- 9) Place of Receipt & Opening of Tenders : **Office of the –
Addl. Chief Engineer (Mech), Amm-III & CPP
B.V.F.C.Ltd., Namrup
P. O. – Parbatpur-786623
Dist. – Dibrugarh (Assam)**

Contd.../..2

- 10) 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.
- 11) The rates should be quoted item wise for the complete Scope of Work as per Proforma No.-5 '**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' Proforma duly filled in failing which their Price bid will not be accepted.
- 12) **BVFCL, Namrup reserves the right to reject any or all Tenders without assigning any reasons whatsoever and it also does not bind itself to accept the Lowest Tender. Further, the work can also be split between two or more Contractors, as the case may be, without assigning any reason thereof.**

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

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

13.1) **Envelope No. 1:**

Should be super-scribed 'Earnest Money' for Tender for : Supply of expert personnel for preventive checking & necessary rectification of governing system of NGBC, PAC, PRC & SGC of Ammonia -III plant at BVFCL, Namrup and shall contain Earnest Money Deposit of `9500.00(Rupees nine thousand five hundred)only in the form of an A/C Payee Demand Draft drawn on State Bank of India, Namrup Branch (Branch Code: 0223) in favour of M/s. Brahmaputra Valley Fertilizer Corporation Ltd., Namrup, payable at Namrup.

13.2) **Envelope No. 2:**

Should be super-scribed 'Technical Bid' for Tender for Supply of expert personnel for preventive checking & necessary rectification of governing system of NGBC, PAC, PRC & SGC of Ammonia -III plant at BVFCL, Namrup and shall contain un-priced bid including NIT duly signed along with authenticated copies of I-Tax PAN, PF Registration Certificate from Provident Fund Authorities etc. and other Conditions / Deviations, if any, which are at variance with the Terms & Conditions of the Tender Documents issued by BVFCL.

13.3) **Envelope No. 3:**

Should be super-scribed 'Price Bid' for Tender for 'Supply of expert personnel for preventive checking & necessary rectification of governing system of NGBC, PAC, PRC & SGC of Ammonia -III plant at BVFCL, Namrup, and shall contain the Item wise 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 Supply of expert personnel for preventive checking & necessary rectification of governing system of NGBC, PAC, PRC & SGC of Ammonia -III plant at BVFCL, Namrup**', mentioning the reference NIT No & date and due date of opening over the envelope.

14) **Opening of Tender:**

The Tender shall be opened as under:

14.1) **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.

14.2) Envelope No. 2:

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

14.3) 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.

15) The Tenderer should submit the following information along with the Tenders:

15.1 Full particulars of their capability

15.2 Address of the OFFICE / WORKS

15.3 Details of Experience with documentary evidence and Listing of similar jobs i.e Preventive checking & necessary rectification of governing system of High speed rotary compressors in the RPM range of 9000-16000 (as under noting at **Proforma – 2** in tender document) successfully completed during the last 7 (Seven) years ending last day of month previous to the one in which applications are invited should be either of the following –

15.3.1 Three similar completed works costing not less than the amount equal to 40% of the estimated cost

15.3.2 Two similar completed works costing not less than the amount equal to 50% of the estimated cost

15.3.3 One similar completed work costing not less than the amount equal to 80% of the estimated cost

15.4 The complete Address of the Organizations for which such works were/have been executed and also to substantiate their claims by furnishing copies of their credentials.

15.5 An Affidavit on Non-Judicial Stamp Paper for Rs. 100/- duly attested by Notary stating that:

i) The Tenderer / their Associates / Sister Concerns etc. have not been black listed or put on holiday by any Institutional Agency / Government Department for participating in the Tender.

ii) No other Firm / Sister Concerns / Associates belonging to the same group are participating / submitting Tenders for the work..

In the absence of these documents Tenders may not be considered.

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

16.1 Permanent Account Number (PAN) from Income Tax Authorities (Envelope No. 2)

16.2 P.F. Registration Number (PF No.) from Provident Fund Authorities (Envelope No. 2)

16.3 Copy of Service Tax/ VAT registration certificate (Envelope No. 2)

16.4 Declaration Forms as per Annexure-A & B (Envelope No. 2)

16.5 Bank solvency certificate

16.6 If a Tenderer has relations, whether by blood or otherwise, with any of the employees of BVFCL, the Tenderer must disclose the relations in the form of a Declaration attached at the time of submission of Tender, failing which BVFCL shall reserve the right to reject the Tender or rescind the Contract.

If yes, give the following details duly filled in the Declaration Form (Envelope 1):

a. Name & Designation of the Employee

b. Place of Posting

c. Relationship with the Employee

- 17) 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.
- 18) All the pages of the Tender shall be initialed at the lower right hand corner and signed, wherever required in the Tender Documents, by the Tenderer or by a person holding Power of Attorney authorizing him to sign on behalf of the Tenderer, before submission of the Tender. All corrections and alterations in the Tenders shall have to be signed by the Tenderer with date. No erasing or overwriting would be permissible.
- 19) The Tender shall be submitted in duplicate as per details given in Tender Documents attached. Covers should be sealed with distinctive Seal and **super-scribed** with **Tender No. N-III/Mech-5/Cont-869/074 dated 28-04-2016** for 'Supply of expert personnel for preventive checking & necessary rectification of governing system of NGBC, PAC, PRC & SGC of Ammonia -III plant at BVFCL, Namrup, due on 30 -05-2016.
- 20) Incomplete Tenders or Tenders not accompanied with the required details / EMD or Tenders received late / delayed Tenders would be liable to be rejected without any further reference whatsoever. BVFCL reserves the right to reject any or all the Tenders without assigning any reason thereof and also does not bind itself to accept the lowest Tender.
- 21) Tenderer shall confirm in their quotation the acceptance of all terms and conditions of NIT including Special Terms, General Terms & Conditions and Scope of Work failing which the offer will be likely to be rejected.
- 22) This letter shall form part of the contract document and shall be signed and returned along with the Tender Documents.
- 23) The Tender shall be addressed to:
Shri KK Dihider
Addl. Chief Engineer (Mechanical), Amm-III & CPP
Brahmaputra Valley Fertilizer Corporation Ltd., Namrup
P. O. – Parbatpur – 786623
Dist-Dibrugarh(Assam)
E-mail: kkdihider@bvfcl.co.in
- 24) Tender documents are also available in BVFCL's website **<https://www.bvfcl.com>** and Govt. of India's website **<https://eprocure.gov.in>**. Interested parties may download the tender documents from these websites. Tenderers are advised to enclose, along with bid in Envelope No. 1, a separate A/C payee Demand Draft amounting to Rs. 500/-(Rupees Five Hundred) only, towards the cost of tender papers, drawn in favour of Brahmaputra Valley Fertilizer Corporation Ltd. payable at State bank of India, Namrup Branch (Branch Code: 0223)

Thanking you,

For Brahmaputra Valley Fertilizer Corporation Limited, Namrup

(KK Dihider)
Addl. Chief Engineer (Mech), Amm-III & CPP
M. No.: 09707473363

Encl: 1. Tender Documents
2. Tender Declaration Forms