

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP
(A GOVT. OF INDIA UNDERTAKING)
P.O. Parbatpur- 786623, Dist. Dibrugarh, Assam
MECHANICAL DEPARTMENT, AMMONIA-II
NOTICE INVITING TENDER

Tender Notice No.: NAM/AMM-II/M/CONT-1008/327

Date: - 17-06-2019

Sealed tenders are hereby invited on item rate/lump sum basis from experienced and approved contractors for the following work(s) in Brahmaputra Valley Fertilizer Corporation Limited, Namrup.

Sl. No.	Name of the work	Earnest Money	Completion time days/ months	Tender Paper Cost
01	Hiring of Helping Assistance for various maintenance jobs in ensuing shutdown of AMM-II Plant.	` 2462.00	20 (Twenty) days	` 100.00

Contractor means the experienced/ licensed/ approved and contractor who are registered with Govt. Dept. for respective jobs of Mechanical Engineering. The contractor must have experience in similar nature of job from any Govt./ Semi-Govt. organization.

Tender papers/ documents can be obtained during working hours from the office of P.E. (M), AMM-II and on the payment of the tender paper.

Tender papers/documents can also be downloaded from BVFCL website www.bvfcl.com along with required tender paper cost & Earnest Money in the form of Payment Challan issued by BVFCL, Namrup & payable at S.B.I., Namrup

1. Closing date of sale of Tender Paper 29-06-2019 at 04:00 PM
2. Last date of submission of Tender Paper 01-07-2019 at 03:00 PM
3. Opening date of tender 01-07-2019 at 03:30 PM
4. Venue: Office of P.E. (M), AMM-II
5. The tender will be opened on the above scheduled date and time in presence of the Tenderer or their authorized representative who may like to be present BVFCL, Namrup will neither be responsible nor consider the late submitted tenders.
6. Bidder may if they so wish ask about the bidding conditions, bidding process and/ or rejection of the bid.
7. BVFCL is committed to a corruption free environment, "All the works contract, 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 responsible citizen to inform the matter to Vigilance Office, BVFCL Namrup, Assam (Tel. No. 0374-2507092 / 0374-2507167).

Signature.....

Name: Biplov Chutia

Designation: P.E. (M), AMM-II

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP
TENDER FORM

Sl. No.....

Tender Notice No.: NAM/AMM-II/M/CONT-1008/327 date:- 17-06-2019

Last date of submission 01-07-2019 at 03:00 PM

Name of work: Hiring of Helping Assistance for various maintenance jobs in ensuing shutdown of AMM-II Plant.

NOT TRANSFERABLE

Date of issue.....

Issue to (Name & Address of the party)

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: Hiring of Helping Assistance for various maintenance jobs in ensuing shutdown of AMM-II Plant.
2. Earnest Money: - ₹ 2462.00 (Rupees Two Thousand Four Hundred Sixty Two)
3. **Exemption from paying tender fees and Earnest Money Deposit:**
With reference to the Order of the Ministry of MSME, under the Public Procurement Policy March 2012, Micro and Small Enterprises (MSE) shall be entitled for EMD exemption subject to conditions as under:
MSE bidders must submit valid registration certificates from any of the following (or any other body specified by the Ministry of MSME) for exemption of EMD as applicable:
 - National Small Industries Corporation (NSIC)
 - District Industries Centres (DIC)
 - Coir Board
 - Khadi and Village Industries Commission(KVIC)
 - Khadi and Village Industries Board(KVIB)
 - Directorate of Handicrafts and Handloom
 - Udyog Aadhar Memorandum.
4. Time allowed for the work: 20 (Twenty) days
5. 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.

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6. 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.

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. Goods & Service Tax Registration Certificate, if applicable.
6. PAN Card.

Dated.....

Signature of the contractor
Name & Address of Contractor

.....
.....

Witness i)

Signature 1.....

& address.....

of witness.....

ii)

2.....

.....

.....

No. NAM/AMM-II/M/CONT- 1008/327

Annexure- III

Date: - 17-06-2019

Sub: Hiring of Helping Assistance for various maintenance jobs in ensuing shutdown of AMM-II Plant.

SCHEDULED OF QUANTITY & PROFORMA FOR QUOTING PRICE

Sl. No.	Category	Nos. of Mandays	Rate in (₹)	Amount in (₹)
01	Helper	240		
Add Contractor's profit @				
Sub Total				
Add CGST @9% on				
Add SGST @9% on				
Total				

(.....) only

Signature.....

Name and Address of Contractor

.....

.....

Pan No.....

Date :

Place :

SPECIAL CONDITION RELATED TO THE WORK

Sub: Hiring of Helping Assistance for various maintenance jobs in ensuing shutdown of AMM-II Plant.

A) Special Commercial Terms:

- 1) Tenderer must submit documentary evidence of PAN.
- 2) Tenderer must furnish Goods & Service Tax Registration Certificate with the tender, if applicable.
- 3) Experience in execution of Mechanical work of similar nature of job from any Govt./Semi Govt. organization must be produced.
 - a) Three similar completed works each costing not less than the amount equal 40% of the estimated cost.

Or

- b) Two similar completed works each costing not less than the amount equal 50% of the estimated cost.

Or

- c) One similar completed work each costing not less than the amount equal 80% of the estimated cost.
- 4) The tenderer must pay their workmen the minimum wages & facilities as per latest circular of Central Govt.
- 5) 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.
- 6) 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 of contractor:

- 1) Hiring of Helping Assistance for various maintenance jobs in ensuing shutdown of AMM-II Plant.
- 2) Tenderer must ensure supply of manpower as per requirement of the plant.
- 3) Manpower engaged on Sunday, Holiday shall get remuneration as per the latest Central Govt.'s notification. However, if any person is required to over stay beyond 8 hrs working shall get proper remuneration as in vogue.
- 4) All safety measure and gears required for the job shall have to be arranged by the tenderer and to be followed religiously.
- 5) The job shall be started immediately (within a day) on LOI/written order.

1.00 COMPLETION TIME:

The subject job shall be completed within 20 (Twenty) days after getting site clearance and safety work permit.

2.00 PAYMENT TERMS:

- 2.01 100% of the value of completed job will be released on successful completion of the work within 30 days after duly certified by Engineer-In-Charge.
- 2.02 Since the nature of job is supplying of manpower. Hence, workmanship guarantee is not required to be executed by the contractor. In the view of the same security deposit is not applicable.
- 2.03 Clarification on the bills, if any, will be sought within 15 days from the date of receipt of the bill in one go. The party shall submit the sought clarifications within 15 days.
Payment will be released within 30 days of receipt of the rectified bill/clarification.
- 2.04 In case of any disagreement between contractor and BVFCL on any part of the invoice, such part of the invoice will be severed from the rest and payment against agreed admissible part will be processed as per laid down procedure, while the disputed part shall be dealt as per contract provisions.

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- 2.05 All the statutory taxes and duties shall be applicable as per rule at usual and prevailing rates. Income Tax however shall be deducted from bills.
- 2.06 The contractor may submit their bank particulars i.e. Customers Name, Name of the Bank, Bank Account No, Place of branch, Branch Code (IFSC CODE-11 digits) etc. for online bank transfer of payment.

3.00 TAXES:

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

4.00 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.

5.00 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 5 (Five) 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.

6.00 LAST DATE OF SUBMISSION OF TENDERS AND OPENING DATE:

- 6.01 Tenders completed in all respect shall be submitted to PE (M), AMM-II, Brahmaputra Valley Fertilizer Corporation Limited, Namrup, P.O. Parbatpur, Dist.: Dibrugarh, Assam Pin- 786623 (Fax- 0374-2500524, Telephone- 0374-2507279) by registered post/ courier/ or dropped in the sealed tender box provided in the office of PE (M), AMM-II so as to reach him on or before 01-07-2019 at 03:00 PM. The tender shall be opened on 01-07-2019 at 03:30 PM.
- 6.02 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.

7.00 TENDER LIABLE TO REJECTION:

Clause number 16 of GDCC tenders are liable to be rejected on following grounds:

- 7.01 Tenders submitted by tenderer who resort to canvassing.
- 7.02 Tenders which do not fulfill all or any of the conditions laid down in the tender documents or are incomplete in any respect.
- 7.03 Tenders, which contain uncalled for remarks or any alternative/additional conditions.

(Biplov Chutia)
Plant Engineer (M), AMM-II