

**ANNEXURE - I**

**ब्रह्मपुत्र वैली फर्टिलाइजर कारपोरेशन लिमिटेड, नामरुप**  
**BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP**  
**(यांत्रिक विभाग/Mechanical Department)**

Sl. No. \_\_\_\_\_ Date of Issue : \_\_\_\_\_  
Tender No. : N-III/Mech-55/UB-III/21/Cont-230/6639 Dated: 17.08.2021  
Last Date of Submission : 01.09.2021  
Name of Work : Opening & box up of manhole covers of 07 Nos. of side stream pressure filter vessels for inspection in cooling water section of Urea-III plant  
Issued to : \_\_\_\_\_  
(Name & address of the party) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
No. of tender documents issued \_\_\_\_\_  
Signature of issuing officer  
Deptt. Mechanical

**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 and in all respect in accordance with the specifications, designs, drawings 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: Opening & box up of manhole covers of 07 Nos. of side stream pressure filter vessels for inspection in cooling water section of Urea-III plant.
2. Security deposit @ 3% of the total value of the work
3. Time allowed for the work : Four Days
4. Should this tender be accepted, I/We hereby agree to abide by and fulfill all the terms & provisions and conditions contained in NIT, GDCC and the special terms & conditions which have been read and understood by me/us so far as applicable or in default thereof to forfeit and pay to the Corporation or their successor or assignees, the sum of money mentioned in the said conditions.

**Enclosures:**

1. Detailed schedule of work duly filled in and signed in Annexure-III
2. Duly filled & signed declaration forms in Annexure-IV & V
3. Reference of similar works performed earlier (Annexure- )
4. GDCC duly read and signed on every page.

Dated :

Address :

Signature of Tenderer

Witness: (1)

Signature, name & address of witness

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED  
NAMRUP  
(MECHANICAL DEPARTMENT)

**निविदा सूचना सं/Tender Notice No:-N-III/Mech-55/UB-III/21/Cont-230/6639** **दिनांक/Date: 17.08.2021**

**NOTICE INVITING TENDER**

**1.00 INVITATION OF TENDER:**

- 1.01 Sealed tenders are hereby invited from reputed parties having sufficient experience and knowledge in mechanical jobs involving maintenance jobs of vessels, heatexchangers/coolers, heavy rigging, etc.
- 1.02 Before submission of quotation, the parties should visit the site to get clear idea of the work.
- 1.03 The tender shall be submitted in prescribed Proforma enclosed with the NIT. The Proforma for quoting rates/ price shall be duly filled in and signed by the Tenderer.
- 1.04 The tender must remain valid for a minimum period of 90 days from the date of opening of the tender.
- 1.05 The Tender shall be addressed to:  
The Plant Engineer (Mech), Urea-III Plant  
B.V.F.C. Ltd., Namrup, P. O. – Parbatpur-786623  
Dist- Dibrugarh(Assam).

**2.00 SCOPE OF WORK:**

- Scope of work shall include but not limited to the following for execution of work in all respects:-
- 2.01 The contractor must open only those pressure filters that are shown by the engineer in charge.
  - 2.02 Easing out of studs & nuts of the covers.
  - 2.03 Dismantling of both side (top & bottom) manhole covers.
  - 2.04 Cleaning of gasket surface area after removal of old gasket.
  - 2.05 Cutting of new gasket as required.
  - 2.06 Boxing up of both end covers of the vessel only after clearance by Production Deptt.
  - 2.07 Inspection for cover leakages
  - 2.08 Hand over to Production Deptt.

**3.00 TERMS AND CONDITIONS:**

- 3.01 Tenderer should visit the site and contact the undersigned to assess the nature & quantum of jobs to be executed before quoting.
- 3.02 Skilled / semi skilled manpower and required tools & tackles shall be arranged by the contractor.
- 3.03 Setting out work/programming shall be primarily the responsibility of the contractor.
- 3.04 Contractor shall follow all standing orders/ statutory rules and regulations pertaining to safety and adopt all safety measures as required for execution of the job.
- 3.05 Electricity will be provided free of cost, if required.
- 3.06 All spares (including gaskets) required for execution of the jobs will be provided by BVFCL.
- 3.07 All tools & tackles necessary for execution of the job to be provided by the contractor
- 3.08 The Contractors shall take special care for his workmen at site and shall be solely responsible to observe safety precautions in keeping with the provisions of relevant 'Factory Act' and provide safety measures to his workman at site at his own cost.
- 3.09 The Contractors shall make an ex gratia payment of ₹ 1,000/- (Rupees One Thousand) only to the dependent of a workman in the event of his death occurring while on duty. The payment will be made by B.V.F.C.L., Namrup, immediately, if required, and shall be recovered from the Contractor's Bill.

4.00 **GUARANTEE:**

4.01 The entire work shall be guaranteed by the contractor against any defective/ inferior workmanship for a period of six months from the date of completion of work. If any defect in workmanship is noticed during the guarantee period, all necessary alteration/ repairs/ replacement etc to rectify the same fully in all respect and to the entire satisfaction of Engineer – In –Charge shall have to be carried out by the contractor at his own risk & cost.

5.00 **Performance guarantee/ Security Deposit (SD):** The successful tenderer shall execute performance guarantee against quality of material/workmanship at the rate of 3% of the contract value in the form of a Bank guarantee from a scheduled nationalized bank in favour of M/s. Brahmaputra Valley Fertilizer Corporation Limited, Namrup, P.O. Parbatpur, Dist: Dibrugarh (Assam), PIN-786623. The Bank Guarantee so executed shall be valid till the expiry of defect liability period with provision of claim period of up to 6 months as per Clause No-4. No interest shall be paid on S.D. In case Performance Guarantee / Security Deposit for 3% of contract value are not executed the same shall be deducted from the bills and retained till the expiry of the guarantee period.

6.00 **PAYMENT TERMS:**

6.01 97% payment will be released within 30 days after successful completion of work, final inspection by Engineer – in- charge, BVFCL and on submission of Bill duly certified by the Engineer – in – Charge of the work after deductions, if any.

6.02 3% of the contract value shall be retained with BVFCL, Namrup as security deposit which will be released after satisfactory completion of six months guarantee period. No interest shall be payable by BVFCL on security deposit. 3% payment shall be made against submission of performance bank guarantee as per Clause-5 against security deposit

6.03 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.

6.04 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.

6.05 GST at the applicable rate shall be paid party on production of certificate of having valid registration with the appropriate tax authority.

6.06 Income tax & other statutory deductions as applicable shall be deducted from the bill.

7.00 **CONDITIONS OF CONTRACT:**

7.01 In the event of acceptance of the tender/contract the contract shall be governed by BVFCL terms & conditions contained in the NIT document & GDCC.

8.00 **COMPLETION TIME**

8.01 Time of completion of the job shall be 04 (four) days from the date of site clearance as certified by the Engineer- In- Charge of the job.

9.00 All other general terms & conditions shall be applicable as per the conditions/ provisions of BVFCL's standard G.D.C.C. relevant to works contract.

10.00 **GENERAL TERMS & CONDITIONS:**

10.01 Workmanship: Workmanship will be in accordance with Engineering & Technical specifications. Work shall be done in an approved manner taking care to see that various technical aspects of the work under execution conform exactly to BVFCL's requirement. The contractor shall be entirely responsible for proper workmanship and shall not be relieved of the

- obligation in this regard just because no objection was raised by BVFCL's Engineer/ Inspector etc during progress of the work.
- 10.02 Inspection/Testing: The work shall be subject to stage inspection by BVFCL's Engineer/ Inspector. Any instruction or direction of BVFCL's Engineer has to be complied with. BVFCL's Engineer/ Inspector shall have the full right to reject all or any portion of the work that might be considered to be defective or inferior in workmanship.
- 10.03 Jurisdiction of Court: The contract shall be deemed to have been entered into at Namrup and all courses of action in relation to the contract will, therefore, be deemed to have been within the jurisdiction of Dibrugarh Court of Dibrugarh district in state of Assam.

11.00 CONCILIATION & ARBITRATION:

Except otherwise provided in this 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 arbitration in accordance with the ICADR Arbitration Rules, 1996. Under such case, authority to appoint Arbitrator(s) shall be the 'International Centre for Alternative Dispute Resolution'.

The Arbitration proceedings shall be governed by the ICADR Arbitration Rules, 1996.

Both the parties shall continue to fulfill their respective obligations under the contract during the Arbitration proceedings.

12.00 AGREEMENT

- 12.01 All the terms & conditions mentioned here in shall form the part of the contract and be incorporated in the Agreement Form for which the contractor shall furnish Non-Judicial stamp paper of the state of Assam of denomination of ₹ 50/- (Rupees fifty) only and execute the agreement in prescribed Performa within 7 (Seven) days from the date of receipt of the Work Order.
- 13.00 BVFCL is committed to a corruption free work environment. "All the above purchases, services and commitments of BVFCL will be honoured 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 the Vigilance Officer, BVFCL, Namrup, P.O. Parbatpur, Dist. Dibrugarh, Assam, PIN 786 623 (Tel no. 0374- 2507092/0374 2507167).
- 14.00 The bidders can ask the bidding conditions, if required. Also, they may seek information regarding rejection of their bid as the case may be.

(अरिजीत नन्दी/Arijit Nandi)

संयंत्र अभियंता(यांत्रिक)/P.E (Mech), Urea-III

**Annexure-III**

**निविदा सूचना सं/Tender Notice No:-N-III/Mech-55/UB-III/21/Cont-230/6639** **दिनांक/Date: 17.08.2021**

**SCHEDULE OF WORK & PROFORMA FOR QUOTING RATE**

**Name of job: Opening & box up of manhole covers of 07 Nos. of side stream pressure filter vessels for inspection in cooling water section of Urea-III plant.**

| <b><u>Sl.</u></b> | <b><u>Description of work</u></b>  | <b><u>Quantity</u></b> | <b><u>Rate (₹)</u></b> | <b><u>Amount (₹)</u></b> |
|-------------------|--|------------------------|------------------------|--------------------------|
| 1                 | Opening & box up of manhole covers of 07 Nos. of side stream pressure filter vessels for inspection in cooling water section of Urea-III plant | 01 Lot                 | L/S                    |                          |
| GST @ 18%         |  |                        |                        |                          |
| Total             |  |                        |                        |                          |

(Amount in words: Rupees )

Remarks:- i)  
ii)

Signature: \_\_\_\_\_

Name of Tenderer: \_\_\_\_\_

Address \_\_\_\_\_

Date: \_\_\_\_\_

(Seal)

Note: Incomplete filling of particulars will be regarded as incomplete bidding and will lead to summary rejection of the bid.

**निविदा सूचना सं/Tender Notice No:-N-III/Mech-55/UB-III/21/Cont-230/6639 दिनांक/Date: 17.08.2021**

**DECLARATION FORM: CREDENTIAL OF TENDERER**

| SL NO | DESCRIPTION  | TO BE FILLED BY TENDERER |
|-------|--|--------------------------|
| 1     | OFFICE ADDRESS OF TENDERER   |                          |
| 2.    | PAN NO   |                          |
| 3.    | GST REGISTRATION NO.   |                          |
| 4.    | WHETHER THE PARTY IS REGISTERED MSE<br>(valid registration certificate to be furnished)<br>IF YES, PLEASE STATE WHETHER THE OWNER BELONGS TO SC/ST CASTE CATEGORY  | YES / NO                 |
| 5..   | FACILITIES AVAILABLE WITH THE CONTRACTOR<br>a) Tools and tackles, consumables like oxygen-acetylene cylinder, cutting set, welding machine, welding electrode, etc.<br>b) Supervisor, skilled workmen and unskilled helper<br>c) Supply of scaffolding materials such as wooden planks, bamboos, coir rope, etc. |                          |

Signature and seal of the Tenderer

**निविदा सूचना सं/Tender Notice No:-N-III/Mech-55/UB-III/21/Cont-230/6639** **दिनांक/Date: 17.08.2021**

**Bid Security Declaration Form**

To,  
The Plant Engineer (Mech),  
Urea-III Plant, BVFCL, Namrup.

I/We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid;

or

- b) having been notified of the acceptance of our Bid by the you during the period of bid validity fail or refuse to execute the contract.

I/We understand this Bid Security Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of

- i) The receipt of your notification of the name of the successful Bidder;

or

- ii) Thirty days after the expiration of the validity of my/our Bid.

Thanking you.

Yours faithfully,

For M/s. \_\_\_\_\_

(Signature of Contractor/ Tenderer with SEAL)

Address : -----

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