

Ref. No: N-III/Mech-5/Cont-1284

**Tender Document****1.00 Scope of work**

Nos. of Louvers to be replaced = 96 nos.  
 Size of each louver sheet = 1.05m x 1.25m x 6mm

1. Shifting of full length louvers (Size: 2.1 m x 1.25m x 6mm) and wooden support diagonal from store to site.
2. Erection of Scaffoldings, if any required, for safe execution of work at high altitudes inside cooling tower cells and subsequent dismantling of scaffoldings.
3. Removal of old louvers and support diagonals.
4. Removal of old wooden planks.
5. Cutting of new louver sheets to Size-1.05m x 1.25m x 6mm.
6. Cutting and drilling of wooden planks with proper measurement.
7. Fitting of new louvers and support diagonals in position with SS nails.
8. Fitting of wooden planks in position.
9. Site to be cleaned and normalized as before.
10. Arrangement of all personal protection gadgets & equipments.
11. Arrangement of all tools & tackles, lifting, hoisting & grounding arrangement like hoist, chain pulley blocks, consumables, etc. required for the entire scope of work shall be arranged by the party at their own cost.
12. All standard engineering practices and safety procedures shall be followed till completion of the job.
13. Any other activities, not included above but required for successful completion of the jobs, shall be in the party's scope.
14. Job shall be executed as instructed by Engineer-in-charge.

**2.00 Terms & conditions: -**

- 2.01 The tenderer may visit the site to assess quantum & nature of job.
- 2.02 Required man Power for execution of job shall be arranged by the party.
- 2.03 All required tools & tackles shall be arranged by the party.
- 2.04 Scaffolding if required will be in the scope of the party.
- 2.05 All necessary safety precautions are to be taken by the party.
- 3.00 SPECIAL TERMS & CONDITIONS
- 3.01 The contractors have to abide by the terms and conditions mentioned in G.D.C.C. in respect of Carrying out the job, payments, settlement of disputes etc.
- 3.02 All works are to be done under the strict supervision of the contractor to the entire satisfaction of the Engineer-in-charge / site in charge.
- 3.03 All Safety measure and gears required for the job shall have to be arranged by the contractor and to be followed strictly.
- 3.04 After completion of job, the site shall be cleaned and removed all debris properly.

**4.00 Payment Terms**

- 4.01 97% value of the completed work shall be released after successful completion of work within 30 days from submission of bill in triplicate and as certified by Engineer – in – Charge after deductions, if any. Balance 3% payment shall be kept as Security Deposit (SD), which shall be released after successful completion of workmanship guarantee period of 06(six) month.
- 4.02 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.
- 4.03 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.
- 4.04 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.
- 4.05 GST at the applicable rate shall be reimbursed / deducted on production of documentary evidence.

- 5.00 Party shall quote & submit their rates in the given performa in Annexure-II by going thoroughly in the scope of work Annexure-I (scope of work).
- 6.01 Exemption from Tender paper cost & Security Deposit for MSEs.
1. MSE bidders must submitted valid registration certificate from any of the following (or any other body specification by Ministry of MSME) for seeking exemption from submission of Tender paper cost.
    - i) National Small Scale Industries Corporation (NSIC), ii) District Industries Centers (DIC), iii) Coir Board, iv) Khadi & Village industries commission (KVIC), v) Khadi & Village industries Board (KVIB), vi) Directorate of Handicraft & Handloom.
  2. MSEs registered with NSIC will be exempted from paying Security Deposit up to the monetary limit mentioned in the certificate.
- 7.00 Engineer –in-charge reserve the right to ask for increase of manpower if delay occurs / any slippage of schedule. However, you have to complete the entire job keeping manpower round the clock.
1. Completion period mentioned is essence of the contract and the executing agency must strictly adhere to completion the job in allotted time frame. In no case party shall be allowed to divert manpower allocated on this job.
  2. To affect the above, party may visit the site to access the job fully and if required may consult the undersigned regarding requirement of skilled and unskilled manpower.
  3. Party must give undertaking of performing similar nature of job in Fertilizer or any other organization Govt. or Semi Govt. and in support of this party must submit work order copy completed with completion of job successfully.
  4. BVFCL reserves the right of canceling the work order and awarding the job to other suitable and resourceful party, if the party upon which work order has been placed fails to start the job within 2 days after getting clearance of work front our phone / in writing through FAX/Email
- 8.00 The contractor shall abide by all the statutory obligation under various statutory Acts and rules made there under, and as amended from time to time in respect of their establishment and / or workmen engaged by them. Under any circumstances, BVFCL shall not be liable or held responsible in any manner whatsoever, for default or omission on the part of the contractor(s) for non-compliance of the aforesaid Acts and rules, and any other laws applicable to contractors and / or their establishment and the workmen engaged by them.
- 9.00 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.

(PK Barkataki)  
DCE (Mech.), A-III

Tender Notice No: N-III/Mech-5/Cont-1284

**PERFORMA FOR SCHEDULE OF WORK & QUANTITY**

Sl. No.	Item	Quantity	Unit Rate (₹)	Amount (₹)
A	<b>Replacement of damaged louvers of Cooling Tower of Ammonia- III plant</b>	01 Lot	Lump Sum	
CGST @ 9%				
SGST @ 9%				
<b>Total amount</b>				

- i) Party not to add GST if they are exempted and to write "**NOT APPLICABLE**", but to attach proof copy issued from the competent/ statutory authority.  
ii) Party to Add, if the **GST** is applicable.  
iii) Party to fill the tender form with clear handwriting as instructed and avoid overwriting.

In words: (Rupees\_\_\_\_\_ ) only.

Signature of the tenderer\_\_\_\_\_ Date:\_\_\_\_\_

Party's name:  
Address:

SEAL: PAN No.\_\_\_\_\_

**BID SECURITY DECLARATION**

Ref. No: N-III/Mech-5/Cont-1284/460

Date: 23-06-2021

To

Dy. Chief Engineer (Mechanical), Amm-III  
BVFCL, Namrup

Sub.: **‘Replacement of damaged louvers of Cooling Tower of Ammonia- III plant.**

Dear Sir,

I.....Son/Da

ughter of Shri..... Proprietor/Partner/CEO/MD/

Director/ Authorised signatory of M/s ..... am competent to sign this

declaration and accepting “BID SECURITY DECLARATION” in lieu of bid security.

I/we are well aware of the fact that withdrawing or modifying our bids during the period of validity etc. would lead to suspension of our tender for the time specified in the tender documents as per office memorandum Ref no. F.9/4/2020-PPD dtd. 12<sup>th</sup> Nov. 2020 of Rule 170 of General Financial Rules (GFRs) 2017 under Ministry of Finance.

I/we have carefully read and understood all the terms and conditions of the tender and hereby convey my/our acceptance for the same.

Thanking you.

Yours faithfully,

For M/s. : -----

(Signature of Contractor/ Bidder/Authorized Person with SEAL)

Address : -----

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