

**BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED
NAMRUP**

(A Govt. of India Undertaking)

CIN- "U24123AS2002GOI006786"

P.O. : Parbatpur (786 623)
Dist. Dibrugarh, Assam

**ELECTRICAL DEPARTMENT
NOTICE INVITING TENDER**

Tender Notice No.: **A-II/Elect./NIT-01/2021/619**

Date: 29-04-2020

Subject : Enquiry requesting Quotation in Single Bid System.

SL No	Name of work	Earnest Money (Rs.)	Completion Time	Tender Paper cost (Rs.)
1.	"Maintenance of lighting in A-II , SGP-II and U-II Group of plants for one Year." Estimated cost – Rs.2,31,943.00 /- (including GST)	5,800.00	365 days	118.00

Sealed tenders are invited for the above work (Scope of work enclosed at Annexure I) through DTDC Courier within the last date of receipt of quotation indicated below (at Sl No 2). The job is to be carried out as per Terms & Conditions stipulated hereunder and in Annexure –A, I, II, III, & IV & GDCC enclosed herewith.

1) Earnest Money Deposit and Tender Paper Cost: Rs.5,800.00 (Rupees Five thousand eight hundred) only including GST in the form of Demand Draft towards **EMD** and **Rs. 118.00**(Rupees One Hundred Eighteen) only including GST in the form of Demand Draft towards **Tender Paper Cost** (non-refundable) from State Bank Of India/ United Commercial Bank/ United Bank Of India, drawn in favour of BVFC Ltd, Payable at Namrup. Draft charges shall be borne by the party. OR **Tender paper cost and earnest money may also be deposited in BVFCL Bank Account in SBI through Challan that can be downloaded through BVFCL website. One Challan copy must be submitted along with the tender documents.**

* Exemption from EMD/ Tender Paper Cost.

MSE bidders must submit valid registration certificate from any of the following (or any other body specified by Ministry of MSME) for seeking exemption from submission of EMD/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 Handicrafts & Handloom.

* Bid Security/Earnest Money Deposit:

As per Rule 170 of General Financial Rules (GFRs) 2017, Micro and Small Enterprise (MSEs) and the firms registered with concerned Ministries/Department are exempted from submission of Bid Security. Further in lieu of Bid Security, Ministries/ Departments may ask bidders to sign 'Bid Security Declaration' accepting that if they withdraw or modify their bids during period of validity etc. they will be suspended for the time specified in the tender documents. Similar provisions also exist in the Manuals for procurement of Works 2019 and Manuals for Procurement of Consultancy & other Services 2017.

- 2) Last Date of receipt of Quotation : 12-05-2021 up to 3.00 pm**
3) Validity of offer : 90 days

Contd.

4) **Scheduled date of opening of Bid** : **12-05- 2021 at 3:30 pm.**

5) **The techno-commercial bid shall contain:**

a) Earnest money deposit and Tender paper Cost.

b) **Work Order Copies of similar works carried out by the contractor in Fertilizers/Refineries/ Petrochemicals/ continuous process plants (preferably PSU) along with Job Completion Certificate issued by the customer showing experience of having successfully completed similar works during last 7 years** ending last day of month previous to one in which applications are invited either of the following:

i) Three similar completed works costing not less than the amount each equal to 40% of the estimated cost.

Or

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

Or

iii) One similar completed works costing not less than the amount equal to 80 % of the estimated cost.

c) Enquiry requesting quotation along with enclosures [Annexure –A, I, II, II,IV & GDCC] duly signed on each page by the Contractor under official seal as a token of acceptance.

d) **Deviations, if any, to our terms & conditions (to be submitted on letter head of the contractor duly signed on each page).**

e) **Contractor will have to furnish self certified photocopies of the following documents:**

i) Copy of PAN /TAN Certificate issued by the concerned IT authority.

ii) Copy of GST Registration certificate etc.

iii) Up-to date renewed electrical license and Electrical Supervisor's Certificate of Competency (party has to submit original for verification as and when required).

iii) A declaration in the form of affidavit / declaration that he / she is not a partner / proprietor of any other firm / company participating in this tender of BVFCL.

6) **The price Bid shall contain:**

Detailed break-up of price as per the format in Annexure- A indicating applicable GST element clearly along with terms and conditions shall be furnished. The Price Bid shall contain the signature of the bidder with address, seal and date.

The Techno-Commercial Bid and the price Bid are to be sealed in TWO SEPARATE ENVELOPES super scribing the name of the Bid on the top left corner of the envelope. These two envelopes are to be put in to a THIRD ENVELOPE, which shall again be sealed, super scribing on it the enquiry ref. no., date and scheduled date of opening of Bid.

Quotation shall be received in the office of the Chief Engineer (Elect.), BVFCL, Namrup, PO: Parbatpur, Dist: Dibrugarh, Assam (INDIA), Pin: 786623, on all working days during normal working hours. **Quotation may be sent through DTDC courier who delivers posts at Namrup.**

The Bid will be opened on due date and time in the chamber of the Chief Engineer (Elect), BVFCL, Namrup, Post Office: Parbatpur, Dist: Dibrugarh, Assam (INDIA), Pin: 786623, in the presence of the tenderer or their accredited representatives, who wish to be present.

Contd.

Note: 1) BVFCL, Namrup, shall in no way be responsible for any postal delay.

2) If the last date of receipt of quotation, scheduled date of opening of Techno-Commercial Bid happen to fall on Strike day/ Holiday at Namrup, then the next working day will be counted.

3) BVFCL, Namrup reserves the right to cancel any or all quotations received, without assigning any reason thereof.

** The Tenderers shall visit the Site and consult our Site Engineer and then submit the quotations after detailed assessment of the work, if necessitated.

** The tenderer shall abide by all the statutory obligations under various statutory acts and rules made there. 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, any other laws applicable to contractors and/or their Establishment and the workmen engaged by them.

- Provisions of Rule 160(ii) of the General Financial Rules, 2005 will be complied.

B P Basumatary
PE (E), Amm-II & SGP-II

FORMAT FOR PRICE BID

Name of the work: “Maintenance of lighting in A-II , SGP-II &U-II group of Plants for One Year”.

NIT No. : A– II /Elect./NIT-01/2021/619

Date: 29.04.2020

SL No.	Job description	Qty (Nos.)	Rate(Rs.)		Amount (Rs.)
			In Figure	In words	
1.	Repairing / maintenance of the defective HPMV/ tube light fitting of different wattage which is on critical height in Compressor house, synthesis section, RG/FG boiler, reformer ,DM plant, SG plant , Old Air Instrument Compressor house top, Cooling tower pump house, 66KV switch yard etc., This includes checking/replacement of choke, wiring / condenser, holder, fitting etc. and cleaning of glasses. This also includes replacement of junction box, maintenance of lighting D.B., connection/disconnection of cable, shifting of ladder, materials etc. from one place to other place. Materials shall be supplied by BVFCL free of cost.				
	a) HPMV/HPSV lamp fitting (80W to 400 W)	220			
	b) Tube light double fitting (20 -40 W)	130			
	c) LED Tube Light	30			
2.	Replacement and fixing of lighting Junction boxes. This includes removal of old damaged JB, glanding and termination of incoming and out going cable and commissioning. Materials shall be supplied by BVFCL free of cost.	20			
3.	Repairing of old lighting distribution boards. This includes removal of old damaged MCBS, Fuse bases, neutral links etc as reqd. Materials shall be supplied by BVFCL free of cost.	16			
4.	Sub Total				
5.	Add GST @..... on Sl. No.4				
6.	Total				

(Rupees

) only

Signature of the bidder
With Seal

Name and address:-.....

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Annexure –I

SCOPE OF WORK

Your scope of work:

1. Repairing / maintenance of the defective HPMV/ tube light fitting of different wattage which is on critical height in Compressor house, synthesis section, RG/FG boiler, reformer, DM plant, SG plant , Old Air Instrument Compressor house top, Cooling tower pump house, 66 KV switch yard etc., This includes checking/replacement of choke, wiring / condenser, holder, fitting etc. and cleaning of glasses. This also includes replacement of junction box, maintenance of lighting D.B., connection/disconnection of cable, shifting of ladder, materials etc. from one place to other place. Materials shall be supplied by BVFCL free of cost.
2. Replacement and fixing of lighting Junction boxes. This includes removal of old damaged JB, glanding and termination of incoming and out going cable and commissioning. Materials shall be supplied by BVFCL free of cost.3. Necessary tools required for executing the job shall be arranged by you at your own cost.
3. Replacement and fixing of lighting Junction boxes. This includes removal of old damaged JB, glanding and termination of incoming and out going cable and commissioning. Materials shall be supplied by BVFCL free of cost.

B.V.F.C.L'S OBLIGATIONS

- i) Temporary gate pass facilities for Contractor's engineer will be extended on application in standard format as prescribed.
- ii) Safety work Permit for carrying out job shall be made available.
- iii) Medical facilities to the extent possible shall be extended on chargeable basis at the rate as applicable to outside party.

B P Basumatary
PE(E),A-II & SGP-II

Annexure-II

**ELECTRICAL DEPARTMENT.
TENDER FORM**

Sl. No. : _____

Date of Issue: _____

Tender No. _____

dated: _____

Last date of submission: _____ at _____ P.M.

Name of Work : _____

Issued to (name and address of the party):

No. of Tender document issued: _____

Signature of issuing Officer

TO BE FILLED IN BY THE TENDERER

I/ We hereby tender for the execution for BVFCL, Namrup of the work schedule in under written memorandum within the time specified in such memorandum and at the rates specified therein and in all respect in accordance with instruction referred to in the NIT.

MEMORANDUM

1. General description of the work :
2. Earnest Money Rs. : _____
3. Security Deposit 10% of the total value of the work(including earnest money)
4. Time allotted for the work : _____ Days/Months
5. Should the tender be accepted, I/we hereby agree to abide by and fulfill all the terms and provisions and conditions in NIT,GDCC and the special 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 successors or assignees, the sums of money mentioned in the said conditions.
6. The sum of Rs. _____ has been deposited vide _____ dated _____ with the finance manager in favour of BVFC Ltd. As earnest money, the full value of which to be absolutely forfeited to the BVFC Ltd. Or their successors or assignees are 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 and tender paper cost deposit Challan as applicable.
2. Detailed schedule of work duly filled in and signed (Annexure –A)
3. Special terms and conditioned duly read and signed (annexure- III)
4. Reference to similar works performed earlier
5. Photocopy of the PAN /TAN card in own name.
6. Photo copy fulfilling the conditions like GST .
7. Declaration in the form of affidavit / declaration that he /she is not proprietor of any other Firm /company participating in this tender.
8. G.D.C.C duly read and signed on every page.

Dated: _____

Signature of the Contractor

Address: _____

Witness: 1. _____

2. _____

Signature 1. _____

2. _____

Address of

Witness.

**BVFC LTD, NAMRUP
TERMS & CONDITIONS
OF
NOTICE INVITING TENDER**

1.00 INSTRUCTION FOR TENDERERS

- 1.01 The tenderer (s) should carefully read and understand all the tender documents before completing the required formalities and quoting the rates etc.
- 1.02 The tender documents completed in all respects and duly signed by the contractor should be sealed in a cover super scribing the tender No. name of the work and date of opening and address to the concerned officer along with the name and address of contractor.
- 1.03 The above cover containing all tender documents should be submitted in the respective office to reach the concerned office well in specific time.
- 1.04 The rates of items should be indicated in words as in figures and any cutting should be duly signed otherwise tender will be rejected. Overwriting in tender form will lead to its rejection.

2.00 TERMS & CONDITIONS

- 2.01 The contractors have to abide by all the terms and conditions mentioned here in respect of carrying out the job, payments, settlement of disputes etc. The tender should be carefully read and the clauses to be understood before filing up the tender documents.
- 2.02 The contractor should visit the site and acquaint himself with the site conditions etc. before submitting the tender.
- 2.03 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.

3.00 EARNEST MONEY

- 3.01 The tenderer shall deposit the Earnest money in format for EMD and Tender fees to be down loaded from the web-site www.bvfcl.com or demand draft drawn on the SBI, Namrup in favour of BVFC LTD., Namrup, and attach receipt thereof with the tender. Earnest money shall not be accepted in any form other than these specified above and the tender not accompanied by Earnest money in the proper form may not be considered. No interest will be payable on the Earnest Money deposit under the contract.

4.00 CONTRACT LABOUR ACTS ETC.

- 4.01 The tenderer shall abide by all the provisions of Contract Labour Acts. and Rules issued by the Government and applicable to them . In case the tenderer fail to do so, this Corporation shall have the right to deduct from tenderer's bill, the expenses which are to be incurred in connection with any claim from any party including the labour engaged by the tenderer.
- 4.02 The contractor has to maintain a Register of his labourers with the particulars shown in the proforma to be supplied for implementation of the provisions of contract labour (Regulation and Abolition) act.1970.

- 4.03 The contractor shall make the payments of wages regularly to the labourers engaged by him in presence of a authorized representative appointed by BVFC Ltd. as per contract Labour Act.1970 and the minimum wages should be paid according to the circulars / directives issued by Central / State Govt. from time to time.

5.00 COMPENSATION

- 5.01 The contractor shall have to make an ex-gratia payment of Rs. 1000/- (Rupees one thousand) only to the dependants of labourer in the event of the labour's death occurring while on duty. This payment will be made by the BVFC Ltd. Immediately and will be recovered from the bills of contractor.

6.00 TOOLS & ACCOMODATION

- 6.01 The contractor shall make his own arrangements for providing accommodation, tools tackles etc. for his staff. Such facilities will not be provided by BVFCL.

7.00 SAFETY MEASURES

- 7.01 The contractor have to provide all necessary safety tools / equipments / accessories to his staff working at site as required under safety regulation of the factory.
- 7.02 Injuries or accidents to the contractor labour shall be taken care by contractor at his own cost and risk and shall comply with all Safety Rules and health regulations.
- 7.03 The contractor has to obtain safety permit from competent authority fro working in hazardous conditions and all safety rules should be followed strictly.

8.00 MEDICAL FACILITIES

- 8.01 No medical facilities will be provided free of cost except First Aid to the contractor's labourers.

9.00 PAYMENT TERMS

- 9.01 97% payment shall be made on actual work carried out & successfully completed by you duly certified by our site Engineer
- 9.02 Balance 3% of the contract Value Shall be retained by BVFCL, Namrup, as Security Deposit for a period of 1 (one) year.
- 9.03 **Any taxes if applicable shall be deducted from bill as per prevailing rates by the Finance department.**
- 9.04 The mode of payment shall be e-payment and you shall have to submit your bank details for it.
- 9.05 Bill will be released within 30 days after submission of Final Bills duly certified by the executing department.
- 9.06 Any clarification from you on the bill submitted by you should be sought within 15 days; similarly you should be required to submit the clarification within that time.

10.00 DECLARATION OF TENDERER

- 10.01 **I / We declare that I / we have read the above instructions /terms and conditions etc. and well understood and are in agreement with the above.**

Signature of the Tenderer

BID SECURITY DECLARATION

To,

Addl. CE (Electrical)

BVFCL, Namrup

Sub: “Maintenance of lighting in A-II , SGP-II &U-II group of Plants for One Year”

Dear Sir,

I/We have read the Central Govt. Notification no. F.9/4/2020-PPD dtd. 12th Nov. 2020 under Ministry of Finance and accept that if I/We withdraw or modify our bid during period of bid validity, I/We will be suspended for the time specified in the tender document.

Thanking you.

Yours faithfully

For M/s:

(Signature of Contractor/ Bidder with SEAL)

Address:

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