

**BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED NAMRUP
(CENTRAL MECHANICAL WORKSHOP)**

TENDER DOCUMENT

Ref: CMW/AS/22/Cont-102/E1005/3272

Name of work: Repairing of Vehicle Regd. No: AS-06E7848 (TATA Indigo).

1.0 SCOPE OF WORK

Scope of work shall include but not being limited to the following:

- Repairing of front & rear Suspension system (including replacement requisite spare)
- Repairing/replacement of kit material for Gear change
- Repair of clutch system (including replacement requisite spare)
- Repair of Brake System (including replacement requisite spare)
- Replacement of Front/Rear Door Locks and door handles,
- Repair and replacement wheel bearing as required

2.0 TERMS AND CONDITION:

- Before quoting, the parties should visit the factory for physical inspection of the Vehicle to assess quantum of jobs involved.
- Requisite manpower required for the job will be under contractor's scope.
- Tools & tackles, appliances & accessories required for carrying out the job will be under contractor's scope.
- Requisite spares/consumables required for satisfactory completion of the work in all respect shall be under contractor's scope.
- Safety & security of the vehicles along with all the accessories during repairing period will be responsibility of the contractor.
- The party shall not open any component/spare/part of the vehicle beyond the scope of work of the work order.

3.0 INSPECTION

The repairing work of the vehicles will be inspected by the engineer-in-charge of the work in different stages of repairing and final inspection will be carried out after completion of the work.

4.0 COMPLETION TIME

The completion time for the entire work will be 05 days from the date of hand over of the vehicles to the party.

5.0 PAYMENT TERMS

- 97% payment shall be made after completion of job. Balance 3% payment shall be kept as Security Deposit (SD), which shall be release after successful completion of workmanship guarantee period of 06(six) month.
- 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.
- 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 provision.
- 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.
- GST at the applicable rate shall be reimbursed /deducted on production of documentary evidence.

6.0 GUARANTEE

The entire work shall be guaranteed by the contractor against any defective/ inferior quality of materials/ workmanship for a period of six months from the date of completion of work. If any defect due to inferior quality of materials and or poor 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 E.I.C. shall have to be carried out by the contractor at his own risk & cost.

7.0 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 for this tender:

- National Small Industries Corporation (NSIC)
- District Industries Centres (DIC)
- Cair Board
- Khadi and Village Industries Commission(KVIC)
- Khadi and Village Industries Board(KVIB)
- Directorate of Handicrafts and Handloom
- Udyog Aadhar Memorandum.

9.0 Party shall quote & submit their rates in the **Price Bid** Proforma by going thoroughly in the scope of work. Rates shall be valid for a minimum period of 90 days from the date of opening of tender and shall remain firm during pendency of the contract.

10.0 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.

11.0 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.

For and on behalf of BVFCL, Namrup.

(V K MAL)
DCE (M), CMW

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Price Bid**A)****Supply Part:**

| Sl. | Description | Quantity | Rate (Rs.)/Unit | GST | Amount(Rs) |
|-----|--------------------------------|----------|-----------------|-----|-------------|
| 1 | Suspension Lower Arm (RH/LH) | 2 | | | |
| 2 | Steering Ball Joint (RH/LH) | 2 | | | |
| 3 | Steering End (RH/LH) | 2 | | | |
| 4 | Suspension Bushing | 1 set | | | |
| 5 | Front Wheel Bearing (RH/LH) | 2 | | | |
| 6 | Front Shock Absorber (RH/LH) | 2 | | | |
| 7 | Gear (Complete Kit Materials) | 1 | | | |
| 8 | Door Lock (Front/Rear) | 4 | | | |
| 9 | Door Outer Handle (Front/Rear) | 4 | | | |
| 10 | Clutch Cable | 1 | | | |
| 11 | Clutch Assembly | 1 | | | |
| 12 | Release Bearing | 1 | | | |
| 13 | Alternator Pump | 1 | | | |
| 14 | Accelerator Cable | 1 | | | |
| 15 | Brake Booster Assembly | 1 | | | |
| 16 | Brake oil | 1 | | | |
| 17 | Brake Pad (RH/LH) | 1 set | | | |
| 18 | Rear Shock Absorber (RH/LH) | 2 | | | |
| 19 | Bushing (Suspension type) | 1 set | | | |
| 20 | Wheel Bearing (Rear) (RH/LH) | 2 | | | |
| 21 | Brake Shoe (RH/LH) | 1 set | | | |
| 22 | Wheel Cylinder (RH/LH) | 2 | | | |
| A | Total (A) | | | | |

Bidder's Reference No: _____

Name of contractor:

Signature:

Seal

B. Service Part

| SI | Job Description | Quantity | Unit Rate | Amount |
|-----------|--------------------------------------|----------|-----------|--------|
| 1 | Suspension Lower Arm Change | 1 | | |
| 2 | Steering Ball Joint Change | 1 | | |
| 3 | Steering End Change | 1 | | |
| 4 | Suspension Bushing Change | 1 | | |
| 5 | Front Wheel Bearing Change | 1 | | |
| 6 | Front Shock Absorber Change | 1 | | |
| 7 | Gear (Complete Kit Materials) Change | 1 | | |
| 8 | Door Lock Change | 4 | | |
| 9 | Door Handle Change | 4 | | |
| 10 | Clutch Cable Change | 1 | | |
| 11 | Alternator Pump Change | 1 | | |
| 12 | Clutch Assembly Change | 1 | | |
| 13 | Brake Booster Change | 1 | | |
| 14 | Accelerator Cable Change | 1 | | |
| 15 | Brake Pad Change | 1 | | |
| 16 | Rear Shock Absorber Change | 1 | | |
| 17 | Bushing Change | 1 | | |
| 18 | Rear Wheel Bearing Change | 1 | | |
| 19 | Brake Shoe Change | 1 | | |
| Subtotal | | | | |
| GST @ 18% | | | | |
| TOTAL (B) | | | | |

C. Total Cost

| SI | Description | Amount |
|----|--|--------|
| 1 | Repairing of Vehicle Regd. No: AS-06E7848 (TATA Indigo) as per scope of work | |
| A | Total Cost of requisite spares (including GST) | |
| B | Total Cost labour charges(Including GST) | |
| 2 | Total | |

Bidder's Reference No: _____

Name of contractor:

Signature:

Seal

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Bid Security Declaration Form

To
Deputy Chief Engineer (M), CMW
BVFCL, Namrup.

Sub: Repairing of Vehicle Regd. No: AS-06E7848 (TATA Indigo).

Dear Sir,

I,.....

Son/Daughter of Shri.....

Proprietor/Partner/CEO/MD/Director/Authorized 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 12th 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/ Tenderer with SEAL)

Address: _____
