

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED, NAMRUP
(A Govt. of India Undertaking) P. O. : Parbatpur (786 623),CIN- "U24123AS2002GOI006786",
Dist. Dibrugarh, Assam
ELECTRICAL DEPARTMENT
NOTICE INVITING TENDER

Tender Notice No.:- Nam /Elect/ WTP/ NIT-05/ 2021/1844

Date: 18 .11.2021

Sealed tenders are hereby invited from Licensed Electrical Contractors on item rate basis for executing the following work(s) in Brahmaputra Valley Fertilizer Corporation Ltd., Namrup.

SL No	Name of work	Earnest Money (Rs.)	Completion Time	Tender Paper cost (Rs.)
1.	"Urgent Supply of end termination Kit (Raychem or equivalent make) and Manpower assistance to assist the job of cable jointing and termination of 11kv, 1250KVA Transformer of WTP- II" Estimated cost – Rs. 49,457.00 (Including GST)	1460.00	07 days	118.00

Contractor means the experienced, licensed contractors who are having past experience for respective Electrical jobs and:

- a) Contractors having up to date renewed Electrical License and Electrical supervisors certificate of Competency, in Form – B, issued by Electrical Licensing Board, Government of Assam, holding supervisors under their employment. The Electrical supervisor's certificate of Competency holder should be associated with the Contractor / firm and should be duly endorsed by the Electrical Licensing Board.
- b) Party having registration fulfilling the conditions of statutory levies like GST as admissible.
- c) Party should have valid Labour License.
- d) Party should submit photocopy of PAN, GST registration certificate and all relevant documents mentioned at

SI No: a) , b) & C).

- e) Party shall have to produce all documents, as mentioned above, in original if asked for.

For the subject job, we request you to tender your quotation in **single bid system**. The bid shall contain:

- a) Earnest money deposit. **Rs 1460.00** (Rupees One Thousand Four Hundred Sixty) only in the form of Demand Draft / Challan towards **EMD** and **Rs. 118** (Rupees One Hundred Eighteen) only in the form of Demand Draft / Challan 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.

*** 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/Earnest Money Deposit. 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.

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 and tender fees 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)

- i) National Small Industries Corporation (NSIC) ii) District Industries Centers(DIC) iii) Coir Board iv) Khadi and Village Industries Commission (KVIC) v) Khadi and Village Industries Board(KVIB) vi) Directorate of Handicrafts and Handloom vii) Udyog Aadhar Memorandum

b) Work Order Copies of similar works carried out by the contractor in Fertilizers/Refineries/ Petrochemicals/ continuous process plants / power plants (preferably PSU or reputed private sector companies) 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 each not less than the amount equal to 40% of the estimated cost.

Or

II) Two similar completed works costing each not less than the amount 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 & 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).

01) The price Bid shall contain:

Detailed break-up of price as per the format in Annexure- A indicating material component and labour component involved in the job separately showing applicable GST clearly. 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 in Single bid system.

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 presence of Finance representative and the tenderer or their accredited representatives, who wish to be present.

02. PAYMENT TERMS: - You will be paid for the work as.

a) **97%** payment will be made to you on actual work carried out & successfully completed by you, duly certified by site Engineer.

b) Balance **3%** will be released after completion of workmanship guarantee period of 1 year.

You will be paid no running bills for this job.

At no time the progress of work shall be retarded or stopped due to the disputes or differences with BVFCL, Namrup.

c) Bill will be released within 30 days after submission of First and Final Bill after duly certified by site Engineer.

d) Any clarification from the contractor/suppliers/service providers on the bill submitted by the contractor should be sought within 15 days; similarly the contractor should be required to submit the clarification within that time.

i. Income tax and other taxes if any shall be deducted from your bill as per rules as applicable. **Security Deposit @ 3%** of the total value of work done shall be recovered from your bill after the adjustment of Earnest Money Deposited by you for the said work.

ii. Where supply of materials is involved, the list of material supplied by you are to be entered in the register in the site office under a valid Challan along with the documentary proof for purchased materials are to be submitted along with the bill for necessary checks at our end.

Contd.

Detailed price as per the format in Annexure-III indicating the rate and GST element are to be mentioned clearly. The Price Bid shall contain the signature of the bidder with address, seal and date. The Bid, complete in all respects, shall be sealed in an ENVELOPE super scribing the name of the work on the top left corner of the envelope, the enquiry ref. no., date and scheduled date of opening. Quotation shall be received in the office of the Chief Engineer (Elect.), Namrup, PO: Parbatpur, Dist: Dibrugarh, Assam (INDIA), Pin: 786623, on all working days during normal working hours.

01. Tender papers {NIT, schedule of quantities, Special Terms and Conditions (Annexure II & Annexure IV), GDCC and format for EMD and Tender fees} are to be downloaded from the web- site www.bvfcl.com or may be purchased from electrical office. The Challan receipt against Tender paper cost, EMD shall be put in one sealed envelope subscribed.

02. The tenders will be opened on the above scheduled date and time in presence of the Tenderers or their Authorized representatives who may like to be present. BVFCL will not be responsible nor consider late submitted

Tenders. In case of Bandh or Holiday, next working day shall be considered for opening of tender and such will be informed to the expressing interest in taking part.

1. Submission of Tender Paper: Tender paper shall be put in to locked tender paper box in the Office of the Electrical deptt., BVFCL; Quotation may be sent through DTDC courier who delivers posts at Namrup
2. Closing Date of Sale of Tender paper : **25.11.2021 at 12.00 Noon**
3. Last date of submission of tender papers : **25.11.2021 at 3.00 P.M.**
4. Opening date of tender papers : **25.11.2021 at 3.30 P.M.**

03. BVFCL shall not be responsible for postal delay / loss of tender paper / application / late submitted tenders.

04. BVFCL reserves the right to accept or reject any or all tenders communicating same to the party without assigning any reason thereof.

05. The Tenderers shall visit the Site and consult our Site Engineer and then submit the quotations after detailed assessment of the work.

06. The contractor 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 nagged by them.

07. BVFCL is committed to a corruption free work environment. All the works/ purchases / services contracts and commitments of BVFCL will be honored without the citizen having to pay any bribe. Incase of any person demand any bribe, it is the duty of the responsible citizen to inform the matter to Vigilance Officer, BVFCL, Namrup PO Parbatpur, Dist Dibrugarh, Assam, Pin 786623.

08. In the event of death of any employee during the duty, you are liable to pay a sum of Rs.1000.00 (Rupees One Thousand) only immediately as ex-gratia payment to the dependent of the deceased employee. In case the same is not paid by you, this corporation shall have the right to make payment immediately and the same will be recovered from your bill. You are requested to submit a list to this office through the Site Engineer regarding declaration of dependent to which such payment shall be made along with a separate list for details of labour being engaged by you as per the following proforma. The GDCC will be a part of this NIT.

Sl. No.	Name	Age	Father's Name	Present Address	Permanent Address	Identification Mark
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contd.

9. The Terms & conditions agreed upon shall have to be incorporated in an agreement form for which you have to furnish a Non Judicial Stamp paper of Rs 100.00 and execute the agreement immediately on receipt of this work order. No payment shall be made unless the agreement is executed [The sale and originality of the stamp paper shall remain duly authenticated on its body suitably].

10. Settlement of Disputes:-

Any Disputes or differences whatsoever arising between the parties and/or relating to the construction, interpretation, application, meaning, scope, operation or effect of this contract or the validity or the breach thereof, shall be settled by arbitration in accordance with the “ Rules Of Conciliation and Arbitration” by ICADR as decided by the Competent Authority of BVFCL. The award made in pursuance thereof shall be final binding on both the parties. Further all disputes arising out of this contract shall be subject to the jurisdiction of courts of Dibrugarh.

11 . EMD of the unsuccessful bidders shall be returned back after finalization of the Contract.

12 . Security Deposit and EMD would not bear any interest.

13 . Considering the essence of the work, it may be required to execute the job in odd hours.

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 Bid happen to fall on Strike day/ Holiday at Namrup, then the next working day will be counted.

Note: * 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.

* Quotations must be legible, clear and free from overwriting /erosions. Incomplete Quotations are liable to be summarily rejected.

* 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.

* BVFCL is committed to a corruption free work environment. All the works/ purchases / services contracts 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 the responsible citizen to inform the matter to Vigilance Officer, BVFCL, Namrup PO Parbatpur, Dist Dibrugarh, Assam, Pin 786623.(Tel no. 0374-2507092/0374-2507167

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

(B Sharma)
PE (E), Uty-I&II &WTP-II&III

Annexure-I
ELECTRICAL

Ref: Nam /Elect/ WTP/ NIT-05/ 2021/1844

Date: 18 .11.2021

Name of the work: “Urgent Supply of end termination Kit (Raychem or equivalent make) and Manpower assistance to assist the job of cable jointing and termination of 11kv, 1250KVA Transformer of WTP- II.”

Estimate No. : WTP/Elect./Estt -05/ 2021/1804

Date: 11.11.2021

Sl. No	Description of job	Qty.	Rate (Rs.)	Amount (Rs.)
1	2	3	4	5
1.	Supply of 3 Core, 11KV (UE), PILC Screened Heat Shrinkable cable jointing kit for (120-185) Sq.mm size HT cable for indoor end termination.	2 Nos.		
2.	Supply of unskilled manpower	10 Mandays		

Total =
GST @18% =
TOTAL =

(Rupees _____
_____) only including GST.

Signature of contractor with seal

Annexure-II

**ELECTRICAL DEPARTMENT.
TENDER FORM**

Sl. No. : _____

Date of Issue: _____

Tender No. **Nam /Elect/ WTP/NIT-05/ 2021/1844**

dated: 18 /11/2021

Last date of submission: **25 .11.2021** at **3.00 P.M.**

Name of Work : **Urgent Supply of end termination Kit (Raychem or equivalent make) and
Manpower assistance to assist the job of cable jointing and termination of 11kv,
1250KVA Transformer of WTP- II**

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. : _____ **1460.00** _____
3. Time allotted for the work : _____ **07** _____ Days
4. 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 deposit challan receipt as applicable.
2. Detailed schedule of work duly filled in and signed (Annexure –I)
3. Special terms and conditions duly read and signed (Annexure- III)
4. Photocopy of the PAN card in own name.
5. Contractors having up-to date renewed electrical license and Electrical Supervisor's Certificate of Competency.
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.

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 mode of Challan receipt, 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. GDCC shall be a part of this NIT.

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 take 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

You will be paid for the work as:

- a) **97%** payment will be released to you against work carried out & successfully completed by you, duly certified by site Engineer.
- b) Balance **3%** will remain against Security Deposit & performance guarantee, which will be released after completion of workmanship guarantee period of 6 (six months).
- c) You will be paid First & Final Bill, considering the actual work carried out by you.
- d) Bill will be released within 30 days after submission of Final Bill/Running Bills after duly certified by site Engineer.
- e) Any clarification from the contractor/suppliers/service providers on the bill submitted by the contractor should be sought within 15 days; similarly the contractor should be required to submit the clarification within that time.

9.04 AGREEMENT:

On acceptance of Work Order, the contractor shall enter into an agreement with BVFCL, Namrup, on Non-Judicial Stamp paper of **Rs. 100.00**, of the state of Assam as per standard format of M/s BFVCL. The stamp duty shall be borne by the contractor.

10.00 BVFCL is committed to a corruption free work environment. All the works/ purchases / services contracts 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 the responsible citizen to inform the matter to Vigilance Officer, BVFCL, Namrup PO Parbatpur, Dist Dibrugarh, Assam, Pin 786623.(Tel no. 0374-2507092/0374-2507167)

11.00 DECLARATION OF TENDERER

11.01 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