

## **TENDER NOTICE FOR WEB-SITE ADVERTISEMENT**

OFFICE OF THE Sr. Dy. MANAGER (MM)  
2<sup>ND</sup> FLOOR JAWAHAR TOWER,  
KOLKATA PORT TRUST, HALDIA DOCK COMPLEX,  
P.O.-HALDIA TOWNSHIP, DIST-MIDNAPORE (EAST),  
PIN-721607, W.B., INDIA

TENDER NO. HDC/MM/LT-32/53/30

### **WORK TITLE**

Sealed Tenders in prescribed format (two part bid viz. Part-I: Techno-Commercial Bid and Part-II: Price-Bid) are invited from the Manufacturers/Dealers/Suppliers for supply and delivery of 'TYRES, TUBES & FLAPS' to HALDIA DOCK COMPLEX.

### **SCOPE OF WORK**

SUPPLY AND DELIVERY OF 'TYRES, TUBES & FLAPS' TO HALDIA DOCK COMPLEX.

### **PRE-QUALIFICATION CRITERIA OF TENDERERS**

Photocopy of the following documents for meeting the pre-qualification criteria should be submitted by the bidders, otherwise the offer would be liable for rejection: -

1. GST Registration Certification (GSTIN) as applicable,
2. Professional tax payment challan,

### **TENDER AUTHORITY**

Sr. Dy. Manager (Materials Management),  
Haldia Dock Complex  
Jawahar Tower (2<sup>nd</sup> Floor)  
P.O. Haldia Township Dist. Midnapur – 721607  
Ph: 03224-264774/263266, Fax No: 03224-263255  
E – Mail : spb.hdc@nic.in

<b>LAST DATE &amp; TIME OF SUBMISSION OF THE TENDER</b>	<b><u>20.12.2018</u></b> upto 3.00 PM.	<b>DATE OF TENDER OPENING (PART-I)</b>	<b><u>20.12.2018</u></b> after 3.00 PM.
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### **COLLECTION OF TENDER DOCUMENT**

Tender papers (Non-transferable) for the tender will be available from the Office of the Sr. Dy. Manager (Materials Management Division), Jawahar Tower, 2<sup>nd</sup> Floor, P.O. Haldia Township, Dist. Midnapore, West Bengal, PIN: 721607 or may be downloaded from the KoPT Web site. ([www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in))

The tender document may also be down loaded from our website.

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**TENDER NOTICE FOR WEB-SITE ADVERTISEMENT CONTINUED.....**

<b>COST OF TENDER DOCUMENT</b>	
<b>BY HAND:-</b> AT FREE OF COST.	
<b>BY POST:-</b> Tender Papers will be issued by post AT FREE OF COST. Request for issue of Tender form must reach this office at least 7 (seven) days before the due date of tender opening, after which no tender paper will be issued by post. However Haldia Dock Complex, Kolkata Port Trust will not be responsible for loss of Bid Document or delay in postal transit.	
<b>BY DOWNLODING FROM OUR WEB SITE: -</b> AT FREE OF COST.	
<b>LAST DATE FOR COLLECTION OF BID DOCUMENTS IN PERSON</b>	<b><u>20.12.2018</u></b> upto 1-00 p.m.
<b>EARNEST MONEY DEPOSIT</b>	NIL
<b>TIME OF COMPLETION</b>	Mentioned in the tender document.

**OTHER INSTRUCTIONS**

1. Tender paper will be issued on any working days of HDC from 10.00 A.M. to 1.00 P.M. up to **20.12.2018**
2. Sealed Tender may be submitted either by Post or by the tenderer himself within the specified date and time of submission after which no tender shall be considered. Ko.P.T. will not be responsible for the loss of the Bid Document or for the delay in postal transit.
3. HDC/KoPT reserves the rights to reject all tenders or to accept any tender in whole or part without assigning any reason thereof.
4. Mere issue of Tender Document will not mean that a particular bidder will be automatically considered qualified and their bids will be entertained. Such qualification will be reviewed at the time of evaluation of bids also.
5. In case there is an unscheduled HOLIDAY / BANDH / STRIKE on the prescribed last date of issue, submission and opening of Bid, the next working day will be treated as the scheduled prescribed day for the same.
6. The bidders who are downloading the tender document from our web site may collect any other information in person or by post from the office of the Manager (MM).
7. Price Bids (Part-II) of only those eligible bidders whose Part-I Bids are complete and acceptable shall be opened on time and date to be intimated later separately.
8. The Trustees do not bind themselves to accept the lowest or any tender. They reserve the right to reject or to accept the tender in whole or in part without assigning any reason thereof.
9. Due date of submission of tender will not be extended under any situation.
10. For other details the tender document may please be seen.

कोलकाता पोर्ट ट्रस्ट  
KOLKATA PORT TRUST  
हल्दिया गोदी परिसर  
HALDIA DOCK COMPLEX

सामग्री प्रबंधन प्रभाग  
AN ISO 9001:2015 ORGANISATION  
MATERIALS MANAGEMENT DIVISION

No. HDC/MM/LT-32/53/30

Dated : -----

M/s-----  
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**SUB** : TENDER FOR SUPPLY AND DELIVERY OF 'TYRES, TUBES & FLAPS'  
TO HALDIA DOCK COMPLEX.

**REF** : TENDER NO. HDC/MM/LT-32/53/30

Dear Sir(s),

Sealed offers are invited on behalf of Haldia Dock Complex, Kolkata Port Trust **in single cover basis** (Techno-commercial Bid + Price Bid) for the subject supply at Haldia, in accordance with the attached terms and conditions of tender and detailed Bill of Quantities.

**TENDER GUIDE LINES :-**

**LAST DATE AND TIME OF RECEIPT OF BID** :- Upto 3.00 P.M on **20.12.2018**

**DATE AND TIME FOR OPENING OF TECHNO COMMERCIAL BID + PRICE BID OF TENDER** :- AFTER 3.00 P.M on **20.12.2018**

**TENDER TO BE SUBMITTED AT THE ADDRESS** :- Office of the Sr. Dy. Manager(MM),  
M.M.Division, Jawahar Tower (2<sup>nd</sup> Floor)  
P.O. Haldia Township Dist.Midnapore –  
721607

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**1.0 MODE OF SUBMISSION OF BID :-**

1.1 The Bid shall be submitted in single sealed envelope.

1.2 The sealed envelope shall be filled in and marked in accordance with the instructions.

**1.3 ABOUT ENVELOPE :-**

**1.3.1 Technical and Commercial Offer with price quotation [Single Bid].**

A) Contents :

- i. One copy of the tender document marked 'ORIGINAL' complete in all respect, with the Bidder's Signature and Official Seal on every page.
- ii. Unequivocal acceptance of the terms and conditions stipulated by Haldia Dock Complex in the tender documents.
- iii. Duly filled in Pro-forma of Bill of Quantities FOR TECHNO-COMMERCIAL BID, duly signed and stamped. [Prices are NOT to be filled in this Part]
- iv. All Documents / Certificates required as per relevant Tender stipulations.
- v. Any additional documents containing Technical / Commercial Information etc. that the Bidder may wish to furnish.

B) Marking:

Mark the name of the work and the bid number in block capital letters on the top. Write the full name, the postal address and the Telephone / Fax / E-mail Address of the Bidder on the lower left portion of the envelope.

**1.3.2 Priced Bill of Quantities**

A) Contents :

- i) Bill of Quantities for PRICE BID, duly filled in, signed and stamped. Bidders must not state any terms and conditions in this part. If Bidders consider inclusion any such condition to be essential, the conditions may be stated in Tech-comm part of the Bid, but must be restricted to that part alone.
- ii) Write the full name, the postal address and the Telephone/ Fax/E-mail Address of the Bidder at the bottom left portion of the envelope.

**2.0 OPENING OF BIDS :-**

2.1 Sealed Tender may be submitted either by Post or by the tenderer himself within the specified date and time of submission after which no tender shall be considered.

Ko.P.T. will not be responsible for the loss of the Bid Document or, for the delay in postal transit.

2.2 Techno- Commercial Bids as well as Price Bid will be opened on the date and time mentioned earlier, at the office of the undersigned. Any Bidder who wishes to be present at the time of opening may do so.

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- 2.3 Ko. P. T. reserves the right to reject any or all bids and also to accept any tender in part or, full without assigning any reason thereof.
- 2.4 Bids received after the stipulated date and time due to any reason whatsoever will not be considered. Ko. P. T. will not be responsible for the loss of the Bid Document or, for the delay in postal transit.
- 2.5 In case there is an unscheduled Holiday / Bundh / Strike on the prescribed last date of submission and opening of Bid, the next working day will be treated as the scheduled prescribed day for the same. In this regard, decision of the undersigned will be final.
- 2.6 Mere issue of Tender Document will not mean that a particular bidder will be automatically considered qualified and their bids will be entertained. Such qualification will be reviewed at the time of evaluation of bids also.
- 2.7 Due date of submission of tender will not be extended under any situation.

Thanking you,

Yours faithfully,

Encl: As above.

**Sr. Dy. Manager (MM)  
Haldia Dock Complex**

Copy to : General Manager (Finance)-I/C, HDC [Attn: Shri Y. Manna, Dy. Manager(Fin), HDC]: A copy of the Tender Notice is enclosed. He is requested to depute representative on the due date and time of tender opening.

Enclo: -As above.

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**(TO BE SUBMITTED IN ENVELOPE)****TERMS AND CONDITIONS OF TENDER FOR PROCUREMENT OF TYRES, TUBES & FLAPS**

- 1.0 PRE-QUALIFICATION CRITERIA OF THE BIDDERS:-  
Photocopy of the following documents for meeting the pre-qualification criteria should be submitted by the bidders, otherwise the offer would be liable for rejection:-
- 1.1 GST Registration Certificate (GSTIN) as applicable,  
1.2 Professional tax payment challan (if applicable),
- 2.0 PLACE OF DELIVERY :-  
Materials shall be delivered by the successful Bidder upto HDC's Central Store, M.M. Divn. of Haldia Dock Complex at Chiranjibpur, Haldia at their own cost, risk and responsibility.
- 3.0 TIME OF COMPLETION OF DELIVERY :-  
Ex stock or latest within 8/10 weeks from the date of receipt of order.
- 4.0 T A X :-  
Bidder(s) should quote their rates clearly indicating percentage (%) details of GST and other Statutory levies as applicable, in their offer.
- 5.0 PAYMENT :-  
Payment would be kept ready in advance against Proforma Invoice to be submitted by the successful Bidder(s) after placement of order. The same would be handed over after satisfactory receipt of the materials at store.
- 6.0 WARRANTY :-  
Every tyre supplied by the contractor bearing its name shall be guaranteed to be free from any defect in respect of substandard materials, poor workmanship or faulty design (Normal wear & tear excluded) without limit as to time or mileage. In case of any tyre is found to be defective, it will be intimated immediately to the contractor to arrange for inspection. If after examination, it is found that any article is defective then contractor shall give rebate based on the estimated balance life of the tyre as per formula given below.

$$\text{Compensation} = \frac{B \times C}{A}$$

Where A: Original tread depth of the tyre  
B: Remaining tread depth when the tyre fails  
C: Cost of tyre per piece

**SIGNATURE OF THE BIDDER WITH OFFICE SEAL**

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- 7.0 **CERTIFICATES :-**  
The successful Bidder should submit Warranty Certificate of Manufacturer / Authorized dealer (as applicable) along with supplies.
- 8.0 **VALIDITY :-**  
The offer shall remain valid upto 60 days from the date of tender opening.
- 9.0 **INSPECTION :-**  
Inspection of materials will be carried out by authorized representative of P&E division, HDC at Central Store on the basis of manufacturer's / authorized dealer's Warranty Certificate (as applicable) after the delivery of the materials.
- 10.0 Orders may be placed in parts based on the minimum rates quoted against individual items, subject to the fulfillment of other necessary Tender conditions. In the event of Part Order being placed, the rate(s) against each of the Item(s) constituting the Order shall be identical to the rate(s) for the corresponding item(s) quoted in the Price Bid. Tender terms and conditions shall also remain unaltered, irrespective of whether Order is placed on part or, on the whole of the B.O.Q, No Plea for subsequent withdrawal or, the amendment will be entertained. The Trustees are not bound to accept the lowest or any tender and reserve the right to accept a tender in full or in part and / or reject a tender in full or in part without assigning any reason thereof.
- 11.0 **EVALUATION CRITERIA :-**  
Evaluation of the offers shall be made on the minimum landed price exclusive of GST quoted against individual items, subject to the fulfillment of necessary Tender conditions.
- 12.0 **WORKMEN COMPENSATION :-**  
The successful bidders must cover his employees / workers, who will be engaged for delivery, unloading & stacking job at HDC's site, under workmen compensation act, fatal accident act and personal injuries insurance act for protection against any injury / accident and shall have to bear all the consequences and cost as applicable as per relevant acts.
- 13.0 **BANNED OR DE-LISTED CONTRACTORS :-**  
Bidders must give a declaration to the effect that they have not been banded or, de-listed by any Government or, Quasi-Government Agency or, PSU. If a Bidder has been banned / de-listed by any Government or, Quasi-Government Agency or PSU, the details of any such ban must be clearly stated along with relevant documents which the Bidder is to enclose together with Techno-Commercial Bid. Incorrect declaration or suppression of facts will lead to rejection of the Offer.

**DECLARATION BY THE TENDERER :-**

I/We confirm that all the laid down terms and conditions have been accepted by me/ us and I/We agree to be bound by the said terms and conditions.

DATE & PLACE :-  
WITH OFFICE  
SEAL

SIGNATURE OF THE BIDDER

Full Name :-----

Address :-----

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**(TO BE SUBMITTED IN ENVELOPE)****Tender No. HDC/MM/LT-32/53/30****BILL OF QUANTITIES - PRICE BID****TENDER FOR SUPPLY AND DELIVERY OF TYRES, TUBES & FLAPS****(PRICE BID SHOULD CONTAIN PRICE ONLY.****PRICE BID SHOULD BE FREE FROM ANY CONDITION.)**

Sl. No.	Description of Item	Unit	Quantity	MAKE/ BRAND	Unit Landed price exclusive of GST (In Rs.)	% of GST	Total Amount (Inclusive of all) (in Rs.)
1	<b>Tyre with Tube &amp; Flap 8.25 x 16-16PR RIB Type</b>	Set	08				
2	<b>Tyre with Tube LT 195 / 80 SR 15</b>	Set	04				
3	<b>Tyre 155R 13 LT (Tube Less Type)</b>	Nos.	04				

**SIGNATURE OF THE BIDDER WITH OFFICE SEAL**