



कोलकाता पोर्ट ट्रस्ट
KOLKATA PORT TRUST
हल्दिया गोदी परिसर
HALDIA DOCK COMPLEX
सामग्री प्रबंधन प्रभाग
MATERIALS MANAGEMENT DIVISION



ISO 9001:2015
Certified by IRQS



MGMT. SYS.
RvA C 071

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जवाहर टॉवर, 2 तल, पी.ओ: हल्दिया
टाउनशिप, जेला: पूर्व मिदनापुर, पिन
721607.

No: HDC/MM/OT- 19 /23/ 265 / ENQ/ 26

Dated : 14.08.2019

M/s. _____

Dear Sirs,

Sub : Tender Enquiry for supply and delivery of Ballasts, Igniters, Holders to Haldia Dock Complex .

Single Part Bid tender enquiry for subject work is to be submitted by Authorised Dealers/ Distributors/ Stockists indicating the price and GST rates etc. in accordance with the attached terms and conditions of tender and detailed Bill of Quantities. **Please sign and submit the enclosures** containing details with price as mentioned in Bid Document.

The bid should be submitted in sealed envelope. The Sealed envelope should be super scribed with Tender Enquiry No., Name of work & Bidder's Name & Address.

LAST DATE OF SUBMISSION OF TENDER IN SEALED ENVELOPE	:	21/08/2019 UP TO 15:00 HRS., AT MM DIVISION, 2 ND FLOOR, JAWAHAR TOWER, HALDIA DOCK COMPLEX, PIN – 721607.
OPENING OF THE TENDER ENQUIRY	:	21/08/2019, 15:30 HRS. ONWARDS
TIME OF COMPLETION OF WORK	:	15 (FIFTEEN) DAYS FROM THE DATE OF RECEIPT OF ORDER BY THE SUPPLIER
EARNEST MONEY	:	RS. 3000.00 (RUPEES THREE THOUSAND) ONLY

In case there is an unscheduled HOLIDAY / BANDH / 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.

Representative of the bidder may be deputed to attend the Tender Opening on the aforesaid time and date.

Thanking you,

Yours faithfully,

Encl: As stated above.

(S.S.K.Hassan Imam),
Deputy Manager (MM),
For Sr. Dy. Manager(MM),
Haldia Dock Complex.

Commercial Terms & Conditions

1.	<p><u>PAYMENT:</u> Payment will be made within 30 (thirty) days of receipt of materials in good condition and satisfactory acceptance of the same by the authorized officer of P&E Division, HDC at site/store.</p> <p>Payments shall be credited to supplier's bank account through ECS/NEFT/RTGS mechanism at all centers where such facilities are available in the bank. Accordingly bidders are requested to submit their bank Account No with the name and address of the bank along with the branch name and code number in the bill.</p>
2.	<p><u>INSPECTION :</u> Visual inspection will be carried out at site store after delivery of the materials by the authorized representative of Sr. Dy. Manager (P&E). The inspection by the authorized representative of Sr. Dy. Manager (P&E) shall not relieve the successful bidder of his obligation for supplying the materials in accordance with specification.</p>
3.	<p><u>VALIDITY :</u> The tender shall remain open for acceptance for a period of 90 days from the date of opening of techno-commercial bid.</p>
4.	<p><u>EARNEST MONEY:</u> Earnest Money of Rs. 3,000.00 (Rupees Three Thousand) only shall have to be deposited by Banker's Cheque or by Demand Draft of any Nationalised Bank of India drawn in favour of Kolkata Port Trust payable at Haldia. Earnest Money shall be submitted in a separate sealed envelope marked "EARNEST MONEY" and superscribed with the title of the work, Tender No., Bidder's identity, etc. Tenders, which are submitted without requisite Earnest Money, are liable to be rejected. The Earnest Money received will be refunded to the unsuccessful Bidder without any interest. The Earnest Money of the successful Bidder will be retained and converted to as a part of the Security Deposit.</p>
5.	<p><u>SECURITY DEPOSIT:</u> The Successful bidder will have to deposit 5% of the basic value of the contract as Security Deposit within 15 days from the date of receipt of Order. The Security Deposit shall be refunded, without interest, after the successful execution of the order and completion of guarantee period which is 12 months from the date of acceptance.</p>
6.	<p><u>EVALUATION CRITERIA :-</u> Evaluation will be made on the lowest (L1) rate quoted against individual item, excluding GST, among the techno-commercially qualified bids subject to the fulfillment of necessary Tender conditions.</p>
7.	<p><u>DELIVERY :</u> Delivery of the materials must be completed within 15 (Fifteen) days from the date of receipt of order by the supplier. Materials shall be delivered at Chiranjibpur Power House, Haldia Dock Complex, PIN: 721604. The materials should be packed by you at own cost and arrangement for protection against any damage, loss, breakage or leakage etc.</p>
8.	<p><u>GST:</u> Prevailing rate in % of GST to be mentioned clearly. GST would be applicable extra. Please note that we do not issue any Declaration Form for concessional Sales Tax. GST Registration Certificate is to be submitted by the bidders.</p>

Commercial Terms & Conditions

10.	<p><u>LIQUIDATED DAMAGES:</u></p> <p>If the successful bidder (supplier) fails to complete the entire supply within the stipulated date, or such extension thereof, as communicated by the Sr. Dy. Manager (MM) in writing, the supplier shall pay, as compensation (Liquidated Damage) to the Trustees and not as a penalty, @½ % (half percent) of the total Landed Cost (excluding GST) of the portion of supply, which is delayed, for every week delay in supply (part of the week being treated as a full week). Provided always that the amount of such compensation shall not exceed 10% of the total Landed Cost (excluding GST) of the order.</p> <p>GST on L.D. amount as per law time being in force, shall be levied.</p>
11.	<p><u>RISK PURCHASE :</u></p> <p>In case of supplier's failure and at the absolute discretion of the Sr. Dy. Manager (MM), the work may be ordered to be completed by some other agency at the risk and expense of the supplier (successful tenderer) after a minimum three days' notice in writing has been given to the supplier by the Sr. Dy. Manager (M.M.) or, his representative. In case of risk purchase extra cost will be borne by the supplier (successful tenderer).</p>
12.	<p><u>GUARANTEE PERIOD:</u></p> <p>The materials, with all accessories and attachments, shall have to be guaranteed by the supplier against the manufacturing defects or poor performance for a period of 12 months from the date of acceptance. If any defect whatsoever develops during the Guarantee Period, the defective materials will have to be replaced/rectified, as the case may be, by the Bidder at their own cost.</p>
13.	<p>Bidders have to submit Valid Authorised Dealership/ Distributorship/ Stockist Certificate for the items quoted by them.</p>

DECLARATION BY THE TENDERER

I / We have carefully read and understood the terms and conditions and specifications of materials and other details set out in the enclosed Tender Enquiry Document. I/We confirm that all laid down terms and conditions have been accepted by me/us and I/We agree that I /We shall be bound by the said terms and conditions.

I / We hereby declare that I / We have not been banned or, de-listed by any Government or Quasi-Government Agency or Public Sector Unit.

I/ We would be held responsible for any incorrect declaration or suppression of facts by me/ us and I / We am / are aware that this may lead to rejection of the Offer.

Date : _____

Signature of the Tenderer with seal

Full Name :

Address :-----

Contact No. :-----

E-mail id :

PRICED BILL OF QUANTITIES**NOTE: PRICE TO BE QUOTED IN THIS PART**

BoQ item Sl. no.	Item Code	Description of the items	Unit	Quantity	Unit Landed Rate on F.O.R. upto HDC's Store at Haldia basis excluding GST) (in Rs.)	Total Landed Cost, excluding GST (in Rs.)
1.	32010025	Ballast suitable for use with one no 400 Watt HPSV/MH Lamp, terminal block with tapping for 220 /230/240/250 Volt, 50 Hz, Single Phase AC supply system. Make: BAJAJ ELECTRICALS LIMITED. Type: BJOS 400 SV/ MH or equivalent dimensions of make (BAJAJ /PHILIPS/CROMPTON/ GE/ WIPRO). The Ballast should conform to IS: 6616, 1982/ IS: 9974 (Part - I)- 1981 or latest amendment, if any.	No.	500		
2.	32150001	Electronic Igniter suitable for one no. 70/250/400 Watt HPSV and Metal Halide Lamp , operating voltage 220/ 230/ 240/ 250 Volt single phase, 50 HZ, A.C. supply. The igniters should generally conform to IS: 12449 (Part-1) – 1988 or latest amendment if any. Make: BAJAJ/ PHILIPS/ CROMPTON/ GE/ WIPRO.	No.	500		

Date:

Signature of the Tenderer with office seal

PRICED BILL OF QUANTITIES

NOTE: PRICE TO BE QUOTED IN THIS PART

BoQ item Sl. no.	Item Code	Description of the items	Unit	Quantity	Unit Landed Rate on F.O.R. upto HDC's Store at Haldia basis excluding GST) (in Rs.)	Total Landed Cost, excluding GST (in Rs.)
3.	32281012	<p>Back Entry, Spring loaded centre plunger contact , batten type, Goliath Edision Screw Cap, Glazed porcelain/ceramic lamp holder, suitable for 250 Watt HPMV Lmap, 250 Watt HPSV Lamp, 400 Watt HPMV, 400 Watt HPSV Lamp with standard rated voltage of 220/230/240/250 Volt [AC], sinlge phase, 50 Hz supply system.</p> <p>The inner shell, plunger, screws and current carrying parts of the lamp holder should be of copper. The lamp holder housing is drip proof type of reputed make conforming to IS 10276 with latest amendment if any.</p> <p>Size : E – 40 / equivalent dimension of any make.</p>	No.	500		

➤ **Rate of GST (applicable extra):** %

➤ **GSTIN of the Bidder:**

Date:

Signature of the Tenderer with office seal