

[NIT-1]

**SHORT TENDER NOTICE**

Sealed tenders are invited on two Cover basis (i.e. Cover-I Techno-Commercial Part & Cover-II Price Part ) from resourceful, experienced and bonafide bidders with sound technical and financial capabilities for the following work at Haldia Dock Complex:-

|  |   |   |
|--|---|---|
| ➡ Name of work   | : | Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia. |
| ➡ Tender No.   | : | SDM/RZ/2013-14/T/17   |
| ➡ NIT. No.   | : | SDM/RZ/2013-14/T/17/ Dated:   |
| ➡ Estimated Cost   | : | Rs 47,969.00 (Rupees Forty seven Thousand Nine Hundred sixty nine only).  |
| ➡ Time Of Completion   | : | 02(Two) Months.   |
| ➡ Earnest Money  | : | NIL (Enlisted Class-A ,Class-B & Class-C contractors of I&CF Division)  |
| ➡ Sale Period (both days inclusive)  | : | 29.01.2014 To 18.02.2014. (UPTO 14:00 HRS.) (Bid document will be available on HDC, Ko.P.T Website).  |
| ➡ Last date of submission of tender and opening of Cover - I of the tender | : | 19.02.2014 (Submission up to 15:00 hrs.<br>Opening after 15:30 hrs.)<br>.   |
| ➡ Cost of Tender Document (Non-refundable)                                 | : | Rs 300.00 [Rupees three Hundred only].  |
| ➡ Contact Person.  | : | Sr.Dy. Manager(RZ& SPL.R.T.) [I&CF], Haldia Dock Complex.   |

Details of the tender can be seen at our website [www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in) / [www.haldiadock.gov.in](http://www.haldiadock.gov.in) and the Notice Board at the Office Of Sr.Dy. Manager(Spl. RT & RZ) (I&CF) , Haldia Dock Complex. Interested bidders may contact at [pdasgupta@kopt.in](mailto:pdasgupta@kopt.in)

**P. Dasgupta**  
**Sr. Dy. Manager (Spl. RT & RZ) (I&CF)**  
**Haldia Dock Complex**

[NIT-2]

**NOTICE INVITING TENDER**

**WORK TITLE:** - Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.

**TENDER NO:** - SDM/RZ/2013-14/T/17

**PRE-QUALIFICATION CRITERIA FOR BIDDERS: -**

1. The intending bidder must have successfully completed work of " **any civil engineering works** " during the last 7(SEVEN) years ending last day of month previous to one in which applications are invited and the experience should be either of the following:

Either **(i) 03 (Three)** completed works each costing not less than **40 %** of the estimated amount put to tender.

**OR (ii) 02 (Two)** completed works each costing not less than **50 %** of the estimated amount put to tender.

**OR(iii) 01 (One)** completed work costing not less than **80%** of the estimated amount put to tender.

2. The Average Annual Financial Turnover of the bidding firm during the last three years, ending on **31-03-2012**, should be at least **30%** of the estimated amount put to tender.

3. Work experience as a sub contractor **shall not be** considered as the requisite qualification.

**TENDER AUTHORITY:-**

Sr.Dy. Manager(Spl. RT & RZ) (I&CF) Haldia Dock Complex,,Cluster – V, P.O. Haldia, Purba Medinipur, Pin- 721607,Tele- No.: (03224) 263389 , Tele-Fax: - [03224]-252110.

|  |   |      |                        |  |                   |      |                            |
|--|---|------|------------------------|--|-------------------|------|----------------------------|
| Due Date                                 | <b>19-02-2014</b>   | Time | <b>UPTO 15:00 hrs.</b> | Date of Opening of Cover-I of the Tender | <b>19-02-2014</b> | Time | <b>15:30 hrs. Onwards.</b> |
| Period of sale of Bid Document           | <b>29.01.2014 To 18.02.2014. (UPTO 14:00 HRS.) (Bid document will be available on HDC, Ko.P.T Website).</b> |      |                        |  |                   |      |                            |
| Cost of Tender Document (Non-refundable) | <b>Rs 300.00 [Rupees three Hundred only].</b>   |      |                        |  |                   |      |                            |
| Earnest Money Deposit                    | <b>NIL (Enlisted Class-A , Class-B &amp; Class-C contractors of I&amp;CF Division).</b>                     |      |                        |  |                   |      |                            |
| Time Of Completion                       | <b>03(Three) Months.</b>  |      |                        |  |                   |      |                            |
| Estimated Cost Of Work                   | <b>Rs 47,969.00 (Rupees Forty seven Thousand Nine Hundred sixty nine only).</b>                             |      |                        |  |                   |      |                            |

**OTHER INSTRUCTIONS:-**

Sealed tenders are invited on two Cover basis (i.e. Cover-I Techno Commercial Part & Covert-II Price Part) from resourceful, experienced and bonafide bidders with sound technical and financial capabilities for the above mentioned work at Haldia Dock Complex.

Tender Document (Non-transferable) will be available from the office of the Sr.Dy.Manager(Spl.RT.& RZ) [I&CF] at the address captioned above on any working day i.e. Monday to Friday during 10 a.m. to 2 p.m. on payment of the cost of tender Document to be remitted by cash or crossed Demand Draft/Pay order/Bankers cheque drawn on

any Nationalised or Scheduled Bank of India in favour of "**Kolkata Port Trust, Haldia Dock Complex**" payable at Haldia for one set of tender DocumentRequest letter for purchase of tender Document should contain the following declarations: -(a)That the Bidding Firm has not been debarred / de-listed by any Govt / Quasi Govt. / Public Sector undertaking in India.

[NIT-3]

- (b) The proprietor/partner(s)/authorized signatory of the bidding firm (in the case of proprietorship firm / partnership firm / limited company, as the case may be) is / are not associated with any other firm bidding for the same work.

Tender papers can be issued by post. For this, an additional amount of Rs.100=00 [Rupees one hundred only] should be sent over and above the cost of Bid documents mentioned above [non-refundable] by Pay order / Banker's Cheque / Demand Draft on any Nationalized Bank/Scheduled Bank of India drawn in favour of "**Kolkata Port Trust, Haldia Dock Complex**", payable at Haldia. Request for issue of tender form by post must reach this office at least 7 days before the last date of sale of tender, after which no tender form will be issued by post. The Trustees will not be responsible for postal delay / damage.

A bidder, if he so desires, may download the tender document from our websites [www.kolkataporttrust.gov.in/www.haldiadock.gov.in](http://www.kolkataporttrust.gov.in/www.haldiadock.gov.in) or may obtain the same by sending his request at **pdasgupta@kopt.in** and submit the tender along with **APPLICATION MONEY** equivalent to cost of tender document by Pay order / Banker's Cheque / Demand Draft drawn on any Nationalised or Scheduled Bank of India in favour "Kolkata Port Trust, Haldia Dock Complex", payable at Haldia. The tender document must accompany a covering letter containing the specific declarations as per (a)& (b) above.

Notification for issuance of any Addendum / Corrigendum to the tender document will be given only through KoPT / HDC website and the bidders are requested to check for the same at the websites prior to submission of their offers.

Tenderers are not permitted to alter/change/delete/modify any clause of the tender document down loaded from the website. If any deviation / discrepancy is found after submission of tender, the submitted offer will be summarily rejected.

Bidders shall submit the Bid Document as stipulated in the "Instructions To Bidders" of the tender document. Trustees reserve the right to verify the submitted copies of documents / credentials with the original documents.

The successful tenderer will be required to comply with the relevant provisions of BOCW (RECS) Act, 1996, West Bengal BOCW (RECS) Act, 2004 and BOCW Welfare Cess Act, 1996 and the rules framed there under. An amount of cess as per prevalent rate (presently @ 1% of the billed amount) shall be progressively recovered from all the bills of the contractor for onward transmission of the same to the appropriate authority.

Issuance /submission of tender document to / by any bidder shall not construe that such bidder is considered qualified.

Sealed tenders will be received at the same office of the Sr.Dy.Manager(Spl.RT.&RZ) [I&CF] up to 15:00 hrs. on the last date of submission and opening of tender specified above. Delayed offers and offers sent through fax / e-mail shall not be considered.

Cover-I of the Tender will be opened shortly after 3.30 p.m. on the stipulated date in presence of Bidders or their authorised representatives who may wish to be present.

Cover-II of only technically & commercially qualified bidders will be opened at a later date under due intimation to all concerned.

In case of unscheduled Holiday / Bundh on the date of opening of tenders, the same will be opened on the next working day. The Bidder will also be allowed to deposit their tenders till 15:00 hrs. on such extended day of opening.

Kolkata Port Trust reserves the right to reject any or all offers or to accept the offer in whole or in part without assigning any reason whatsoever thereof.

**P. Dasgupta**  
**Sr. Dy. Manager (Spl. RT & RZ) (I&CF)**  
**Haldia Dock Complex**

## लघु निविदा सूचना

हल्द्विया गोदी परिसर में निम्नलिखित कार्य हेतु सुयोग्य तकनीकी एवं वित्तीय क्षमतावाले अधिकृत, साधन-सम्पन्न, अनुभवी निविदाकर्ताओं द्वारा मुहरबंद निविदाएं दो कवर (जैसे: कवर – I तकनीकी-वाणिज्यिक भाग एवं कवर – II लागत भाग) में आमंत्रित की जाती है :-

|    |   |   |  |
|----|---|---|--|
| 1. | निविदा सं-  | : | एस.डी.एम./आर. ज़ेड. / 2013 -2014 / टी /17  |
| 2. | कार्य का नाम  | : | हल्द्विया गोदी परिसर के आई.एंड सी.एफ. प्रभाग के आवासीय क्षेत्र के स्ट्रेटोर हेतु रोजमर्रा के रख-रखाव के लिए विभिन्न प्रकार के प्लम्बिंग मटेरियल की आपूर्ति एवं सुपूर्दगी हेतु निविदा । |
| 3. | कार्य की अनुमानित लागत                                | : | रु- 47,969.00  |
| 4. | निविदा दस्तावेज की लागत (अप्रतिदेय)                   | : | रु- 300=00.  |
| 5  | अग्रिम जमा राशि                                       | : | आई. एंड सी. एफ. प्रभाग के श्रेणी-ए, बी एवं सी के अधिकृत ठेकेदार जिन्होंने बड़े हुए निर्धारित प्रतिभूति राशि को जमा कर दिया है, को अग्रिम राशि जमा नहीं करनी होगी।.                     |
| 6  | निष्पादन अवधि.  | : | 2 (Two) Months.  |
| 7  | निविदा दस्तावेज की बिक्री अवधि (दोनों दिनों को शामिल) | : | 29.01.2014 से 18.02.2014 अपरान्ह 2:00 बजे)<br>(निविदा दस्तावेज एचडीसी/केओपीटी के वेबसाइट पर उपलब्ध है।)  |
| 8  | नियत तिथि   | : | 19.02.2014 अपरान्ह 03:00 बजे तक.   |
| 9  | निविदा के कवर-I के खोलने की तिथि                      | : | 19.02.2014 अपरान्ह 03:30 बजे से अनावरण   |
| 10 | संपर्क व्यक्ति  | : | वरिष्ठ उप प्रबंधक (आर.ज़ेड.एंड स्पेशल आर.टी.), हल्द्विया गोदी परिसर  |

निविदा दस्तावेज हमारे वेबसाइट [www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in) / [www.haldiadock.gov.in](http://www.haldiadock.gov.in) पर एवं प्रबंधक (आई. एंड सी. एफ ) का नोटिस बोर्ड से भी देखा जा सकता है I हितबद्ध निविदाकर्ताओं [prosenjit @ kopt .in](mailto:prosenjit@kopt.in) पर संपर्क कर सकते हैं I

पी. दासगुप्त  
वरिष्ठ उप.प्रबंधक (आर.ज़ेड. एंड स्पेशल आर.टी.)  
आई.एंड सी.एफ. प्रभाग  
ह.गो.प

# **I & C F DIVISION**

## **HALDIA DOCK COMPLEX**

### **DOCUMENT**

#### **FOR**

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

**Volume - I**

**January, 2014**

**Rs 300.00**

# **DOCUMENT**

## **FOR**

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

**Volume - I**

**Issued to:**

**Date of Issue:**

**Signature and Designation  
of Issuing Officer:**

**On behalf of Bidder:**

**Sr.Dy. Manager (Spl. RT & RZ) (I&CF)  
Haldia Dock Complex  
Cluster - V  
P.O. HALDIA – 721607  
Purba Medinipur  
Tele No.: (03224) 263389**

# DOCUMENT

## FOR

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

## Volume - I

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### TENDER PARTICULARS

|   |   |  |
|---|---|--|
| ESTIMATED COST  | : | Rs 47,969.00 (Rupees Forty seven Thousand Nine Hundred sixty nine only).                             |
| EARNEST MONEY   | : | NIL (Enlisted Class-A ,Class-B & Class-C contractors of I&CF Division)                               |
| TIME OF COMPLETION  | : | 04(Four) Months.   |
| PERIOD OF SALE OF TENDER PAPERS<br>(Both Days Inclusive)                  | : | 29.01.2014 To 18.02.2014. (UPTO 14:00 HRS.) (Bid document will be available on HDC, Ko.P.T Website). |
| LAST DATE OF SUBMISSION OF TENDER AND<br>OPENING OF COVER-I OF THE TENDER | : | 19.02.2014 ( Submission up to 15:00 hrs<br>Opening after 15:30 hrs.)                                 |

[NIT-1]

### **SHORT TENDER NOTICE**

Sealed tenders are invited on two Cover basis (i.e. Cover-I Techno-Commercial Part & Cover-II Price Part ) from resourceful, experienced and bonafide bidders with sound technical and financial capabilities for the following work at Haldia Dock Complex:-

|  |   |   |
|--|---|---|
| ➤ Name of work   | : | Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia. |
| ➤ Tender No.   | : | SDM/RZ/2013-14/T/17   |
| ➤ NIT. No.   | : | SDM/RZ/2013-14/T/17/ 501 Dated: 28.01.2014  |
| ➤ Estimated Cost   | : | Rs 47,969.00 (Rupees Forty seven Thousand Nine Hundred sixty nine only).  |
| ➤ Time Of Completion   | : | 02 (TWO) Months.  |
| ➤ Earnest Money  | : | NIL (Enlisted Class-A ,Class-B & Class-C contractors of I&CF Division)  |
| ➤ Sale Period (both days inclusive)  | : | 29.01.2014 To 18.02.2014. (UPTO 14:00 HRS.) (Bid document will be available on HDC, Ko.P.T Website).  |
| ➤ Last date of submission of tender and opening of Cover - I of the tender | : | 19.02.2014 (Submission up to 15:00 hrs.<br>Opening after 15:30 hrs.)  |
| ➤ Cost of Tender Document (Non-refundable)                                 | : | Rs 300.00 [Rupees three Hundred only].  |
| ➤ Contact Person.  | : | Sr.Dy. Manager(RZ& SPL.R.T.) [I&CF], Haldia Dock Complex.   |

Details of the tender can be seen at our website [www.kolkataporttrust.gov.in](http://www.kolkataporttrust.gov.in) / [www.haldiadock.gov.in](http://www.haldiadock.gov.in) and the Notice Board at the Office Of Sr.Dy. Manager(Spl. RT & RZ) (I&CF) , Haldia Dock Complex. Interested bidders may contact at [pdasgupta@kopt.in](mailto:pdasgupta@kopt.in)

**P. Dasgupta**  
**Sr. Dy. Manager (Spl. RT & RZ) (I&CF)**  
**Haldia Dock Complex**

**NOTICE INVITING TENDER**

**WORK TITLE: -** Tender for supply and delivery of various plumbing materials required for day to day maintenance work at Residential Zone Store, of I&CF Division at H.D.C, Haldia.

**TENDER NO: -** SDM/RZ/2013-14/T/17

**PRE-QUALIFICATION CRITERIA FOR BIDDERS: -**

1. The intending bidder must have successfully supply & delivery of various qualities of civil engineering materials mainly plumbing & carpentry during the last 7(SEVEN) years ending last day of month previous to one in which applications are invited and the experience should be either of the following:

Either **(i) 03 (Three)** completed works each costing not less than **40 %** of the estimated amount put to tender.

**OR (ii) 02 (Two)** completed works each costing not less than **50 %** of the estimated amount put to tender.

**OR(iii) 01 (One)** completed work costing not less than **80%** of the estimated amount put to tender.

2. Work experience as a sub contractor **shall not be** considered as the requisite qualification.

**TENDER AUTHORITY:-**

Sr.Dy. Manager(Spl. RT & RZ) (I&CF) Haldia Dock Complex,,Cluster – V, P.O. Haldia, Purba Medinipur, Pin-721607,Tele- No.: (03224) 263389 , Tele-Fax: - [03224]-252110.

|  |   |      |                        |  |                   |      |                            |
|--|---|------|------------------------|--|-------------------|------|----------------------------|
| Due Date                                 | <b>19-02-2014</b>   | Time | <b>UPTO 15:00 hrs.</b> | Date of Opening of Cover-I of the Tender | <b>19-02-2014</b> | Time | <b>15:30 hrs. Onwards.</b> |
| Period of sale of Bid Document           | <b>29.01.2014 To 18.02.2014. (UPTO 14:00 HRS.) (Bid document will be available on HDC, Ko.P.T Website).</b> |      |                        |  |                   |      |                            |
| Cost of Tender Document (Non-refundable) | <b>Rs 300.00 [Rupees three Hundred only].</b>   |      |                        |  |                   |      |                            |
| Earnest Money Deposit                    | <b>NIL (Enlisted Class-A , Class-B &amp; Class-C contractors of I&amp;CF Division).</b>                     |      |                        |  |                   |      |                            |
| Time Of Completion                       | <b>02(TWO) Months.</b>  |      |                        |  |                   |      |                            |
| Estimated Cost Of Work                   | <b>Rs 47,969.00 (Rupees Forty seven Thousand Nine Hundred sixty nine only).</b>                             |      |                        |  |                   |      |                            |

**OTHER INSTRUCTIONS:-**

Sealed tenders are invited on two Cover basis (i.e. Cover-I Techno Commercial Part & Covert-II Price Part) from resourceful, experienced and bonafide bidders with sound technical and financial capabilities for the above mentioned work at Haldia Dock Complex.

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[NIT-3]

- (b) The proprietor/partner(s)/authorized signatory of the bidding firm (in the case of proprietorship firm / partnership firm / limited company, as the case may be) is / are not associated with any other firm bidding for the same work.

Tender papers can be issued by post. For this, an additional amount of Rs.100=00 [Rupees one hundred only] should be sent over and above the cost of Bid documents mentioned above [non-refundable] by Pay order / Banker's Cheque / Demand Draft on any Nationalized Bank/Scheduled Bank of India drawn in favour of "**Kolkata Port Trust, Haldia Dock Complex**", payable at Haldia. Request for issue of tender form by post must reach this office at least 7 days before the last date of sale of tender, after which no tender form will be issued by post. The Trustees will not be responsible for postal delay / damage.

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Cover-II of only technically & commercially qualified bidders will be opened at a later date under due intimation to all concerned.

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Kolkata Port Trust reserves the right to reject any or all offers or to accept the offer in whole or in part without assigning any reason whatsoever thereof.

**P. Dasgupta**  
**Sr. Dy. Manager (Spl. RT & RZ) (I&CF)**  
**Haldia Dock Complex**

## **INSTRUCTIONS TO BIDDER**

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

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**1.0 GENERAL:**

The work as described in the tender shall be executed in Haldia and in accordance with the General Conditions of Contract, Special Conditions of Contract, Particular Specifications, and Drawings (if any) & detailed Bill of Quantities. Location Plan of the place of work might be inspected at the office of the Sr.Dy.Manager [Spl.RT & RZ] (I&CF) on any working day before quoting for the tender.

**2.0 EARNEST MONEY:**

**NIL (Enlisted Class-A , Class-B & Class-C contractors of I&CF Division)**

**3.0 MODE OF SUBMISSION OF BID :**

- 3.1 All bidders must submit their offers strictly in accordance with the terms and conditions set out in the bid documents and no deviation will be accepted. Any term not incorporated / submitted with Cover-I of the Tender but incorporated / submitted with Cover-II shall be rejected outright.
- 3.2 Tender documents shall be submitted under two Covers in **three / four separate sealed envelopes**, depending on whether the same has been purchased directly from the office of the Dy.Manager Spl.R.T & R.Z(I&CF) or downloaded from the website.

When tender documents have been directly procured from this office, the tender document shall be put in 2 (two) separate sealed covers i.e. **COVER-I** shall contain ENVELOPE -I & ENVELOPE - II and **COVER-II, the tender document**.

When tender documents have been downloaded from WEBSITE, **COVER-I** shall contain ENVELOPE-IA, ENVELOPE-IB & ENVELOPE - II and **COVER-II, the tender document**.

Envelope-I & Envelope-II OR Envelope-IA, Envelope -IB & Envelope -II (as the case may be) shall be put in a sealed envelope marked as "**COVER-I**". "**Cover –II**" shall be clearly marked "**Bid – Do not open**". Each envelope shall bear the name of the tender.

**3.3 Envelope-IA shall contain the following: -**

- (i) A demand draft for **Rs 300/- (Rupees Three Hundred Only)** as APPLICATION MONEY towards cost of tender documents in case the document is downloaded from the website.
- (ii) A covering letter containing the following declarations: -

- a). That the Bidding Firm has not been debarred / de-listed by any Govt / Quasi Govt. / Public Sector undertaking in India.
- b). The proprietor/partner(s)/authorized signatory of the bidding firm (in the case of proprietorship firm /partnership firm /limited company, as the case may be) is/are not associated with any other firm bidding for the same work.

**3.4 A. Documents:**

**(To be submitted with the bid)**

- (i) Credentials in the form of copies of Letters of Award of Works, Bill of Quantities of the works and corresponding Completion Certificates from owners to justify that the intending bidder satisfies the earlier mentioned pre-qualification criteria as mentioned in NIT.

**The bidder will have to produce the original documents, if asked for, to satisfy the Authorities.**

Envelope -II will contain the following documents:

- (ii) Volume-I of the Tender Document. All pages of Volume-I shall be signed by the Bidder and stamped with his official seal. In Volume-I, the un-priced "Abstract Form Of Tender" & "Form Of Tender" (without price quoted) shall not only be signed and stamped by the Bidder, but must also be duly witnessed.
- (iii) A Declaration as per '**Annexure – I**' that no conditions / deviations have been added in COVER- II i.e. in the tender offer.

**3.4 B. Other Documents:**

- (i) Volume-I of the Tender Document. All pages of Volume-I shall be signed by the Bidder and stamped with his official seal. In Volume-I, the un-priced "Abstract Form Of Tender" & "Form Of Tender" (without price quoted) shall not only be signed and stamped by the Bidder, but must also be duly witnessed.
- (iv) A Declaration as per '**Annexure – I**' that no conditions / deviations have been added in COVER- II i.e. in the tender offer.
- (iii) Copy of the following document :-
  - 1. Proof of possessing VAT registration certificate.
  - 2. Valid Trade Licence .
  - 3. Valid Professional Tax Clearance Certificates.
  - 4. Proof of possessing valid Employees' Provident Fund Account.
  - 5. Proof of being registered with Employees' State Insurance Corporation (ESIC), if applicable. If this is not applicable, documentary evidence to establish non-applicability to be submitted alongwith techno-commercial bid. Such document(s) shall have to be furnished, along with an affidavit affirmed before a first-class judicial Magistrate to that effect.
  - 6. In case the contractor is not covered under the ESI Act, then he must additionally indemnify Ko.P.T against all damages and accidents occurring to his labourer.
- (iv) Details Of the firm as per Schedule-O of the tender document.
- (v) The bidder is required to submit list of works, which are in hand at the time of submitting their offer. This list of works is required to be submitted in the enclosed proforma titled 'Concurrent Commitments of The Bidder'.
- (vi) Addendum/Corrigendum / Notice / Extension Notice issued and drawings (if any) duly signed by the Bidder under office seal.

**The bidder will have to produce the original documents or any additional documents, if asked for, to satisfy the Authorities. Bidder may be asked to submit the short fall documents, if any, as indicated under Cl. No.3.4 B above within a specified period.**

3.5 COVER-II will contain the tender document with Price Bid as per BOQ and Form of Tender duly signed, sealed & filled up by the bidder.

3.6. The sealed envelopes shall be superscribed with the name of work with the Bid No, bidder's name, Postal address and Telegraphic / FAX / E-mail address of the Bidder.

3.7 The sealed covers must be submitted so as to reach the Sr.Dy. Manager(Spl. RT & RZ) (I&CF) Haldia Dock Complex at Cluster – V, P.O. Haldia, Purba Medinipur, Pin- 721607,Tele- No.: (03224) 263389 , Tele-Fax: - [03224]-252110.by 3.00 p.m. on or before the last date of submission of the tender documents.

3.8 Telegraphic / offer submitted through e mail / Late Offers shall not be accepted. Trustees / Tender Issuing Authority will not be responsible for any misplacement or late receipts through post or any request for issuance of tender documents and for subsequent submission thereof.

3.9 All the bidders should submit the tender in accordance with the Mode of submission of Bid as aforesaid.

3.10 All the bidders should submit the techno commercial Part i.e. Part I of the offer with a FORMAT given as "FILL- UP BY THE BIDDER".

#### 4.0 OPENING OF BIDS:

##### 4.1

Only COVER-I containing Envelope-I & Envelope-II or Envelope-IA, Envelope-IB & Envelope-II as stated above will be opened on the date and time as fixed in the tender document, at the office of the Sr.Dy.Manager Spl.R.T & R.Z(I&CF), Haldia Dock Complex or his representative in presence of bidder (or his authorized representative), who wishes to be present.

4.2 COVER-II containing the bid will be sealed separately and kept under the custody of **Sr.Dy.Manager Spl.RT.RZ I &CF** Division. After evaluation / scrutiny of documents in the Cover-I are completed, the Cover-II i.e. "Bid" documents only of Technically & Commercially accepted Bidders satisfying the Eligibility Criteria stipulated in the NIT shall be opened at a later date, with due intimation to such Bidders.

#### 5.0 SECURITY DEPOSIT:-

5.1 For the successful Bidder, the earnest money shall be converted into security deposit and balance security money will be deducted in accordance with clause 3.4 (f) and (g) of the General Conditions of Contract.

5.2 Refund of S.D. and forfeiture S.D. shall be guided by Cl. 3.5 (i) & (ii) of the G.C.C.

#### 6.0 VALIDITY OF OFFER:-

The tender shall remain valid for a period of **4 (four) months** from the date of opening the same. If before expiry of this validity period, the Bidder amends his quoted rates or tender, making them unacceptable to the Trustees and / or withdraws his tender, the Earnest Money deposited shall be liable to forfeiture at the option of the Trustees/ Sanctioning Authority/Engineer.

#### 7.0 DETAILED SCRUTINY OF TENDERS:

7.1 During the course of examination of Cover-I of the bid, the bidders, if asked for, shall furnish any or additional document(s) for the purpose of evaluation of his / their bids. The price bids i.e. Cover-II of those bidders who meet the qualifying criteria of NIT shall be opened.

7.2 During techno-Commercial Evaluation, i.e. evaluation of Cover-I of tender, an offer shall be considered non-responsive in case :-

- (i) the tender received after the date and time specified in N.I.T.
- (ii) is not accompanied by requisite earnest money,
- (iii) bid amount is not accompanied by requisite application money when bid document is downloaded from website,
- (iv) validity of the offer is less than tender stipulation,
- (v) Bid documents not signed and sealed in a manner indicated in the bid documents.
- (vi) It does not meet the Qualification Criteria as stipulated in the NIT.
- (vii) Documents not submitted as per Clause 3.6 of Instruction to Bidders.
- (viii) The bidder submits conditional offer / impose own terms and conditions / does not accept tender conditions completely.

In addition to above, a bidder may be disqualified if –

a) The bidder provides misleading or false information in the statements and documents submitted.

b) Record of unsatisfactory performance during the last seven years, such as abandoning of work or rescinding of contract for which the reasons are attributable to the non-performance of the contractor or inordinate delays in completion or financial bankruptcy etc.

The decision of Kolkata Port Trust in this regard shall be final and binding on the Bidder.

## 8.0 EVALUATION CRITERIA:

During evaluation of Cover-II i.e. Price Part, provided that the bidder submits his offer following tender stipulations & specifications, **the lowest offer received will be considered for acceptance by the Trustees subject to further negotiations**, if felt necessary.

## 9.0 ACCEPTANCE OF TENDER:-

9.1

Kolkata Port Trust reserves the right to accept / reject any / all offer(s) without assigning any reason thereof and also reserve the right to accept the tender in part or as a whole.

9.2

Any attempt to exercise undue influence in the matter of acceptance of Tender is strictly prohibited and any Tenderer who resorts to this will render his tender liable to rejection.

9.3

The successful Tenderer will be notified in writing of the acceptance of his tender. The "Tenderer" then becomes the "Contractor" and he shall forthwith take steps to execute the Contract Agreement within six weeks of issue of Letter Of acceptance and fulfill all his obligations as required by the Contract.

## 10.0 MISCELLANEOUS:

- (i) Bidder shall submit his offer for complete scope of work, strictly in accordance with the tender documents. Any deviation from the tender documents and / or any incomplete tender shall not be considered.
- (ii) The bidder shall not impose his own terms & conditions in his offer or quote his rates based on his own terms and conditions, such tenders are liable to rejection at the option of the Trustees without further reference to the bidder.
- (iii) In case a bidder wants to submit the tender document purchased / down loaded by him in "Not Quoted" condition, the same shall be done by putting the blank tender document in a sealed envelope, which shall be duly superscribed with the name and number of tender, name of the bidder and the words "TENDER – NOT QUOTED", so that the tender inviting authority can separate "Not Quoted" tenders without opening the envelopes.
- (iv) All materials shall have to be procured by the successful Bidder and shall be of the best and approved quality conforming to relevant specifications. The successful Bidder shall also arrange for the supply of all labour, tools and plants as stipulated in the Special Conditions of Contract, required for efficient execution of the work.
- (v) Measuring units are in Metric System and rates and sums in the tender are in Indian Currency. The language used throughout shall be in English.
- (vi) The Tender Documents with all the enclosures, appendices, Abstract Form of Tender and Form of Tender shall be required to be complete, duly filled in and signed in every page of the tender.
- (vii) The Bidder shall give a declaration about the names of their relations employed in Kolkata Port Trust. It is not the intention to debar the Contractors from working if their relatives are working in Ko.P.T, but such a declaration is necessary in the interest of Trustees against any possible lapses.

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## **SPECIAL CONDITIONS OF CONTRACT**

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

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## 1. GENERAL

These provisions though given in a separate section are part of the tender document which must be read as a whole, the various sections being complementary to one another and are to be taken as mutually explanatory. These provisions shall be read in conjunction with the other parts of the tender document viz. General Conditions of Contract, Notice Inviting Tenders, Instructions to Bidders, Particular Specifications, Drawings (if any), Bill of Quantities and other document forming part of the Contract. In case of any discrepancy or ambiguity in the document, the order of precedence of the document as stated below will apply. In particular, these provisions will over ride those in the General Conditions provided there is discrepancy between them.

## 2. CORRELATION AND ORDER OF PRECEDENCE OF TENDER DOCUMENTS:

If the stipulations in the various tender document be found to be at variance in any respect, one will override others (but only to the extent these are at variance) in the order of precedence as given in the list below, i.e. any particular item in the list will take precedence over all those placed lower down in the list.

- Order letter.
- Bill of Quantities.
- Drawings (if any).
- Particular specification

In case of any dispute, question or difference either during the execution of the work or any other time as to any matter or thing connected with or arising out of this Contract, the decision of the Manager (I&CF), Haldia Dock Complex, thereon shall be final and binding upon all parties .

## 3. SCOPE OF WORK:

The work comprises supply and delivery of various plumbing materials at RZ Store Haldia Township, HDC as specified in the bill of quantities and as per directives of Sr. Dy. Manager (RZ), HDC.

## 4. LOCATION:

RZ Store HDC Township Haldia.

## 5. ACCESS TO THE SITE:

(a) By Road:

All-weather metal roads approachable from N.H. 41 and State Highway exist left up to the area of work.

(b) By Rail:

S. E. Railway Branch Line connects Haldia with the Panskura Railway Station.

## 6. INSPECTION OF TESTING:

Trustee's authorised person (Representative of I&CF Division, HDC )shall do inspection.

The materials supplied by the supplier should strictly confirm to the laid down relevant IS codes. Any materials found at the time of delivery to be defective and not conforming to the relevant spicification or IS codes, is liable to be rejected and supplier shall replace the same at his own cost.

## 7.TIME OF COMPLETION

The work is urgent in nature and must be commenced immediately on receipt of the work order and to be completed in all respects within **02 (Two) months** including preliminary time from the date of placement of work order.

## 8. METHOD OF MEASUREMENT:

Unless otherwise specified in the Particular Specifications and Bill of Quantities, the work shall be measured according to the current (effective from 01.08.2010) P.W.D.'s (Buildings and Sanitary & Plumbing) Schedule of Rates, Govt. of West Bengal. For details of measurement not covered by the above S.P.-27 1987 of B.I.S. shall be referred to.

## 9. ON ACCOUNT PAYMENT:

On account payment shall not be allowed. The Contractor shall be arranged Final Bill payment as and when required at the discretion of the Sr.Dy.Manager Spl. R.T & RZ[I & C F] on the basis of measurements of completed works at the quoted rates in the Bill of Quantities. The terms of payment shall be in accordance with Clause-6 of the General Conditions of Contract. The Bills should be submitted by the contractor in quadruplicate to the Sr.Dy.Manager. Spl. R.T RZ (I&CF)'s Office with necessary documents in original.

Subject to the availability and feasibility of system, HDC may make payment directly to the contractor's designated bank account. For this purpose, the contractor will have to indicate (i) name of bank (ii) branch name (iii) branch code and (iv) designated account number in the "Abstract Form Of Tender ". In case payment is made directly through bank, the contractor may be required to submit a pre-receipt as per instruction of HDC.

## 10. ESCALATION / VARIATION ON PRICES:

No Escalation / Variation on the prices on any account will be considered for adjustment / payment.

### 11A. CONTRACT LABOUR LAWS:

The Contractor must comply with the provisions of Contract labour (Regulation & Abolition) Act 1970 and Contract Labour (Regulation & Abolition) Central Rules 1971 and the rules framed there under with all modifications/amendments being enforced from time to time.

The Contractor shall indicate **maximum number of workmen** to be engaged on any day for execution of the work in the appropriate place in the **ABSTRACT FORM OF TENDER** & he shall have to obtain a regular /permanent license as per sec12(1) of the Contract Labour Act.

Further , whenever a contract work has commenced or completed , the contractor has to intimate the same to the Assistant Labour Commissioner(Central) /labour Enforcement Officer (Central) in Form IV-A , within 15 days of such commencement or completion.

Also, as per "Building & Other Construction Workers (Regulation Of Employment & Conditions Of Service ) Act-1996 and Central Rule 1998, contractors engaging ten(10) or more building workers in any building or other construction works, has to obtain a certificate of registration without fail under the referred act.

The contractor has to arrange for displaying the name of the Regional Labour Commissioner (Central), Asst. Labour Commissioner (Central) & Labour Enforcement Officer (Central) at his worksite(s).

The contractor shall inform the Principal Employer the date, time & venue of disbursement to be made by him to his workers.

The successful bidder shall also be required to put up a notice at the site of work mentioning the date, time & venue of disbursement to be made by him to his workers and he or his authorized representative shall have to be present during period of disbursement.

### 11 B. COMPLIANCE WITH E.P.F & M. P. ACT:

The successful contractor will have to comply with provision of EPF & MP Act –1952 (along with amendments, if any), issued from time to time.

If asked for by the Employer, the contractor will be required to submit Xerox of all payment challans and produce the original for verification to the representative of the principal employer, i.e Manager (I&CF)

### 11 C. INDEMNIFICATION:

The successful bidder shall be deemed to indemnify and keep indemnified the Trustees from and against all actions, claims, demands and liabilities whatsoever under and in respect of the breach of any of the provisions of any law, rules or regulations having the force of law, including but not limited to –

a) The Dock Workers (Regulation Of Employment) Act, 1948

The Building And Other Construction Workers (Regulation of Employment & Conditions of Service) Act, 1996

b) The Dock Workers' Safety, Health & Welfare Act , 1986

c) The Payment of Wages Act, 1936.

d) The Workmen's Compensation Act, 1923.

e) The Employees Provident Fund Act, 1952.

f) The Contract Labour (Regulation and Abolition) Act, 1970; Rules 1971.

g) The Payment of Bonus Act, 1965.

h) The Payment of Gratuity Act, 1972.

i) The Equal Remuneration Act, 1976.

j) The Employees State Insurance Act, 1948 & Employees State Insurance (Amendment) Act ,1989

k) Child Labour (Prohibition and Regulation) Act, 1986.

[SC-3]

l) The Maternity Benefits Act 1961

m) Interstate Migrant Workmen (Regulation Of Employment & Conditions Of Service) Act , 1979.

n) Motor Vehicle act, latest revision.

## 12. FORCE MAJEURE

In the event of either party rendered unable by Force Majeure to perform any obligation required to be performed by them under the Contract, relevant obligation of the party affected by such Force Majeure shall upon notification to the other party be suspended for the period which Force Majeure events lasts. The cost and loss sustained by the either party shall be borne by the respective parties.

The term "Force Majeure" as employed shall mean the events as below:

- (i) riot (unless solely restricted to or perpetuated by employees of the Contractor or his subcontractors / suppliers or occurring outside India) so far as it is uninsurable;
- (ii) war, hostilities (whether war be declared or not), invasion, directed to or by India or act of foreign enemies, directed to India;
- (iii) rebellion, revolutions, insurrection, or military or usurped power, or civil war in India;
- (iv) fire, flood, cyclone, hurricane and acts of God.

Time of performance shall be extended by the period of delay, which is directly caused by the Force Majeure. Upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid shall notify the other party in writing immediately but not later than forty eight hours of the alleged beginning and ending thereof, giving full particulars and satisfactory evidence in support of his claim.

Time of performance of the relative obligation suspended by the Force Majeure shall stand extended by the period for which such event lasts and affects the relative obligation directly. Such extension of time shall be without prejudice to the provision that time is essence of the Contract and any other terms and conditions related to time of completion as may provided elsewhere in the Contract. If the work is affected by Force Majeure lasting for more than 60 days at a stretch, the parties to the Contract shall settle the issue mutually.

## 13. TAXES:-

Service Tax if leviable, it will be paid extra by the Trustees. **The bidder shall not include Service Tax in his rates.** In case Service Tax is payable, the Contractor will be required to submit necessary bill / challans / invoice in accordance with Service Tax Rules and the Contractor needs to be registered with the Central Excise for the service to be rendered and copy of the same shall be submitted to HDC. On demand, the successful bidder will have to submit documents regarding payment of Service Tax.

In case the Contractor provides taxable service and charges service Tax, the bill / invoice shall be raised so as to enable H.D.C. to obtain CENVAT credit against the same.

Deduction of Sales / Turnover Tax on works contract, Income Tax shall be made by the Employer from each certificate of payment to the Contractor at the prevalent rates or such other rates as may be specified by the Government from time to time, on the gross amount of the Contractor's bill for payment.

Regarding other Taxes Duties and statutory & other levies the Contractor has to pay and observe all formalities as stipulated on the General Condition of Contract.

**However service tax as applicable on the amount of liquidated damage as well as other recovery i.e. damage, penalty, land rent, electricity charge etc. shall be deducted from contractor's bill at applicable rates and the same will not be reimbursed by HDC, KoPT.**

## 14. SETTLEMENT OF DISPUTES: -

If a dispute of any kind whatsoever arises between the Employer and the Contractor in connection with or arising out of the contract or the execution of the works, the same shall be dealt as per relevant provisions of the General Conditions of Contract.

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**PARTICULAR SPECIFICATIONS**

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

The materials supplied and the workmanship shall satisfy the Specifications as given in the PWD Schedule of Rates as applicable and the job specifications contained in the Bill Of quantities of the tender. In absence of the above, relevant Indian Standards shall be referred to.

In absence of any Standard / Specification / Code of Practice covering any part of the work related to this tender, instruction / directions of the Engineer will be binding on the contractor.

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**(To be submitted on Company's letter head)**

**Sr.Dy. Manager (Spl. RT & RZ) (I&CF)  
Haldia Dock Complex  
Kolkata Port Trust**

**SUB: Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

Dear Sir,

We do hereby confirm that our offer is strictly in accordance with the terms & conditions of the Tender Document and without any deviation / condition.

We further confirm that Cover-II, i.e. Price Bid does not contain any condition / deviation.

**Date:-**

\_\_\_\_\_  
**Signature Of The Bidder With Office Seal**

**Place:-**

**KOLKATA PORT TRUST  
HALDIA DOCK COMPLEX**

**CONCURRENT COMMITMENT(S) OF THE BIDDER (i.e. Works In The Hand Of The  
Bidder At The Time Of Submission Of Tender Offer)**

**(To be submitted with Cover-I of Offer)**

Bidders must fill in the under noted columns.

| Sl. No.  | Full particulars of works to be executed concurrently by the bidder.<br>(i) Name of work.<br>(ii) Client.<br>(iii) W.O. No.& Date. | Sanctioned Tender Value.<br>(in Rs.) | Completion time as stated in tender. | Name and address to whom reference can be made. |
|----------|--|--------------------------------------|--------------------------------------|---|
| <b>1</b> | (i)  |                                      |                                      |   |
|          | (ii)   |                                      |                                      |   |
|          | (iii)  |                                      |                                      |   |
| <b>2</b> | (i)  |                                      |                                      |   |
|          | (ii)   |                                      |                                      |   |
|          | (iii)  |                                      |                                      |   |
| <b>3</b> | (i)  |                                      |                                      |   |
|          | (ii)   |                                      |                                      |   |
|          | (iii)  |                                      |                                      |   |
| <b>4</b> | (i)  |                                      |                                      |   |
|          | (ii)   |                                      |                                      |   |
|          | (iii)  |                                      |                                      |   |

**SCHEDULE 'O' SHEET – 1.**  
**(To be submitted with Cover-I of Offer)**

The Bidders are also requested to furnish the following particulars:-

A) In case of Limited Company -

- 1) Name of Company : .....
- 2) Address of its present :  
Registered office. ....
- 3) Date of its incorporation. : .....
- 4) Full name and address of each of its  
Directors – any special particulars  
As to Directors if desire to be stated. : .....
- 5) Name, address and other necessary  
particulars of Managing Agents, if any  
appointed by the Company. : .....
- 6) Copies of Memorandum, Articles  
of Association (with the latest  
amendments, if any). : .....
- 7) Copies of Memorandum, Articles of  
Association (with the latest amendments,  
If any). : .....
- 8) Copies of audited balance sheets of the  
Company for the last two years. : .....

B) In case of a firm -

- 1) Name and address of the firm. : .....
- 2) When business started. : .....
- 3) If registered a certified copy of certificate  
of registration. : .....
- 4) A certified copy of the Deed of Partnership. : .....
- 5) Full name and address of each of the  
partners and the interest of each partner  
in the partnership – any special parti-  
culars as to partners if desired to be  
stated. : .....
- 6) Whether the firm pays income tax over  
Rs.10,000/- per year. : .....

**(To be submitted with Cover-I of Offer)**  
**SCHEDULE 'O' SHEET – 2.**

(C) In case of an Individual:

- 1) Full name and address of the Bidder –  
any special particulars of the Bidder  
if desired to be stated. : .....
- 2) Name of the father of the Bidder. : .....
- 11) Whether the Bidder carries on business  
in his own name or any other name. : .....
- 4) When business was started and by whom. : .....
- 5) Whether any other person is interested  
in the business directly or indirectly, if  
so, name and address etc. of such  
persons and the nature of such interest. : .....
- 6) Whether the Bidder pays Income Tax  
over Rs.10,000/- per year. : .....

.....  
(Full signature of Bidder)

Dated : .....

**(TO BE SUBMITTED WITH COVER- I OFFER)**

**ABSTRACT FORM OF TENDER (UNPRICED)**

I / We hereby tender for the under mentioned work for its execution within the specified time and in accordance, in all respects with the specifications, design, drawing and instructions in writing and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as practicable.

**( TO BE FILLED IN BY THE BIDDER )**

( a ) Name of Work. : **Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

(b) Estimated Cost. : **Rs 47,969.00 (Rupees Forty seven Thousand Nine Hundred sixty nine only).**

(c) Earnest Money. : **NIL (Enlisted Class-A, Class-B & class-C contractors of I&CF Division)**

(d) Security Deposit  
( including Earnest Money ). : As per provisions in the tender.

(e) Time allowed for completion of the work. **02 (Two) Months.**

(f) Permanent I/T A/c.No. :

(g) Maximum number of  
workmen to be engaged  
on any day. :

**(h) Bank Details :**

**Name Of Bank :-**

**Branch :-**

**Branch Code :-**

**Account Number :-**

**IFS Code:-**

(i)

**RATE TENDERED BY ME / US IS :**

**NOT TO BE QUOTED IN COVER- I OFFER**

Witness :-

(Signature of the Bidder)  
Address :-

( Name in block letters )  
Address :-

Occupation :-

(TO BE SUBMITTED WITH COVER- I OFFER)

**THE BOARD OF TRUSTEES FOR THE PORT OF KOLKATA**

**FORM OF TENDER (UNPRICED)**

To

**Sr.Dy. Manager (Spl. RT & RZ) (I&CF)  
Haldia Dock Complex**

I/We \_\_\_\_\_ having examined the site of work, inspected the Drawings and read the specifications, General & Special Conditions of Contract and Conditions of the Tender, hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specification, Bill of Quantities, General & Special Conditions of Contract and Drawings prepared by or on behalf of the Trustees and at the rates & prices set out in the annexed Bill of Quantities within \_\_\_\_\_ months / weeks from the date of order to commence the work and in the event of our tender being accepted in full or in part. I / We also undertake to enter into a Contract Agreement in the form hereto annexed with such alterations or additions thereto which may be necessary to give effect to the acceptance of the Tender and incorporating such Specification, Bill of Quantities, Drawing and Special & General Conditions of Contract and I / We hereby agree that until such Contract Agreement is executed the said Specification, Bill of Quantities, Conditions of Contract and the Tender, together with the acceptance thereof in writing by or on behalf of the Trustees shall be the Contract.

THE TOTAL AMOUNT OF TENDER Rs. **NOT TO BE QUOTED IN COVER I OFFER**

(Repeat in words) **NOT TO BE QUOTED IN COVER I OFFER**

I / We require \_\_\_\_\_ days / months preliminary time to arrange and procure the materials required by the work from the date of acceptance of tender before I We could commence the work.

I / We have deposited with the Trustees' Manager (Finance), HDC, vide Receipt No. \_\_\_\_\_ of \_\_\_\_\_ as Earnest Money.

I / We agree that the period for which the tender shall remain open for acceptance shall not be less than four months.

Dated:

\_\_\_\_\_  
(Signature of Bidder with Seal)

**WITNESS :**

Signature :  
Name  
(In Block Letters)

Name of the Bidder :  
Address :

Address :

Occupation :

**[PROFORMA OF AFFIDAVIT TO BE SUBMITTED BY BIDDERS NOT HAVING ESI  
REGISTRATION]**

**(On Rupees Ten Non-Judicial Stamp Paper)**

**BEFORE THE 1ST CLASS JUDICIAL MAGISTRATE AT.....**

**AFFIDAVIT**

I \_\_\_\_\_ son of \_\_\_\_\_ aged about \_\_\_\_\_ years, by  
faith \_\_\_\_\_, by occupation \_\_\_\_\_, residing at \_\_\_\_\_,  
do hereby solemnly affirm and declare as follows:

1. THAT I am the proprietor/ partner / director of \_\_\_\_\_ having office at  
\_\_\_\_\_ and carrying on business on the said name and style.

(In case the above Deponent is an enlisted Contractor at Kolkata Port Trust, the same should be mentioned  
in the affidavit).

1. THAT my aforesaid Firm is exempted from E.S.I. Act and the said Firm has not valid E.S.I.  
Registration.

2. THAT the present affidavit is to be filed before the Kolkata Port Trust as per the Clause  
No. \_\_\_\_\_ of the Tender No. \_\_\_\_\_ issued by the Kolkata Port Trust in  
respect of the work ( the work is to be mentioned).

That the statements made above are all true to the best of my knowledge and belief.

**DEPONENT**

**Identified by me**

### FILL- UP BY THE BIDDER

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

| <b>Check list fill-up by the bidder</b> |  |   |  |                                  |
|---|--|---|--|----------------------------------|
| 1                                       | (Only for the tender document downloaded form website) [ Insert in envelope mark-IA] | Declarations<br>a) The bidding firm has not been debarred / delisted by any Govt / Quasi Govt. / Public sector undertaking in India.<br>b) The proprietor / partner(s)/ authorised signatory of the bidding firm is/are not associated with other firm bidding for the same work. | Declaration submitted  | Yes / No                         |
|   |  | Demand draft for Rs 300.00 as application money towards cost of tender documents.   | Draft Submitted  | Yes / No                         |
| 2                                       | [Insert in envelope mark-IB or mark-I ]  | Earnest Money<br>[Envelope mark IB for down loaded tender document or I for purchase tender document]   | Draft Submitted  | Yes / No                         |
| 3                                       | For all either downloaded or purchased document<br>[Insert in envelope mark-II]      | Declaration as per Annex-I that no conditions / deviations have been added in Volume-II in the tender offer.  | Submitted on company's letter head.  | Yes / No                         |
| 4                                       |  | VAT registration certificate.   | (Xerox copy enclosed)  | Yes / No                         |
| 5                                       |  | Valid Trade License.  | Valid up to<br>(Xerox copy enclosed)   | Yes / No                         |
| 6                                       |  | Professional Tax Clearance Certificate. / Upto date tax payment challan.  | Valid up to<br>(Xerox copy enclosed).  | Yes / No                         |
| 7                                       |  | Valid Employees' Provident Fund Account   | (Xerox copy enclosed).<br>Xerox copy of latest payment challan of EPF enclosed.  | Yes / No<br>Yes / No             |
| 8                                       |  | ESI registration  | (Xerox copy enclosed).<br>Xerox copy of latest payment challan of ESI enclosed.  | Yes / No<br>Yes / No             |
| 9                                       |  | Details of firm as per schedule-O   | Format fill-up   | Yes / No                         |
| 10                                      |  | Concurrent Commitments of the Bidder  | Format fill-up   | Yes / No                         |
| 11                                      |  | Credential within seven years   | i) Amount<br>ii) Amount<br>iii) Amount<br>Credentials as per pre-qualification criteria.<br>Letter of award works and completion certificate from owners are enclosed. | <br><br><br>Yes / No<br>Yes / No |
| 12                                      |  | Certified copies of audited balance sheet   | i) Turnover amount and year<br>ii) Turnover amount and year<br>iii) Turnover amount and year<br>Certified by the CA / FA   | <br><br><br>Yes / No             |
| 13                                      |  |   |  |                                  |

|    |                                |   |   |         |
|----|--------------------------------|---|---|---------|
| 14 | For downloaded tender document | Cover-I ( Insert volume -I of tender document , envelope-IA, IB & II) | Marked-Cover-I and envelope mark- IA, IB & II         | Yes /No |
|    | For purchase tender document   | Cover-I (Insert volume -I of tender document, envelope- I & II)       | Marked-Cover-I and envelope mark- I & II              | Yes /No |
| 15 | Only price part                | Cover-II ( Volume-II of the tender document)                          | Marked -"Cover-II" / "Bid-do not open" over the cover | Yes /No |

Date :

**Signature of the bidder with seal**

# **I & C F DIVISION**

## **HALDIA DOCK COMPLEX**

### **DOCUMENT**

#### **FOR**

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

**Volume - II**

**January, 2014**

**Rs 300.00**

# **DOCUMENT**

## **FOR**

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

### **Volume - II**

**Issued to:**

**Date of Issue:**

**Signature and Designation  
of Issuing Officer:**

**On behalf of Bidder:**

**Sr.Dy. Manager (Spl. RT & RZ) (I&CF)  
Haldia Dock Complex  
Cluster - V  
P.O. HALDIA – 721607  
Purba Medinipur  
Tele No.: (03224) 263389**

# DOCUMENT FOR

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

**Volume - II**

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| ➤ PREAMBLE TO THE BILL OF QUANTITIES | BOQ-1        | BOQ-1     |
| ➤ BILL OF QUANTITIES                 | BOQ-2        | BOQ-2     |
| ➤ ABSTRACT FORM OF TENDER            |              |           |
| ➤ FORM OF TENDER                     |              |           |

## **TENDER PARTICULARS**

|   |   |   |
|---|---|---|
| <b>ESTIMATED COST</b>   | : | <b>Rs 47,969.00 (Rupees Forty seven Thousand Nine Hundred sixty nine only).</b>   |
| <b>EARNEST MONEY</b>  | : | <b>NIL- Enlisted Class-A, Class-B</b><br>Class-C contractor of I&CF Division may be exempted on submission of valid document of enhanced security deposit for enlistment. |
| <b>TIME OF COMPLETION</b>   | : | <b>02 (Two) Months.</b>   |
| <b>PERIOD OF SALE OF TENDER PAPERS<br/>(Both Days Inclusive)</b>                  | : | <b>29.01.2014 To 18.02.2014. (UPTO 14:00 HRS.) (Bid document will be available on HDC, Ko.P.T Website).</b>   |
| <b>LAST DATE OF SUBMISSION OF TENDER AND<br/>OPENING OF COVER-I OF THE TENDER</b> | : | <b>19-02-2014 (Submission up to 15:00 hrs<br/>Opening after 15:30 hrs.)</b>   |

## PREAMBLE TO THE BILL OF QUANTITIES

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

### **TENDER NO: - SDM/RZ/2013-14/T/17**

- 1.1 The Bill of Quantities must be read with the General Conditions of Contract, the Special Conditions of Contract and the Particular Specifications of Work and the Bidder is deemed to have examined the above documents and to have thoroughly familiarise himself with the total scope of work and its mode of execution.
- 1.2 The quantities given in the Bill of Quantities are approximate only and are given to provide a common basis for tendering. Payment will be made according to the quantities of each item of work actually carried out at the accepted rates as per Order Letter. The measurements of each item of work shall be measured jointly by the Engineer or his Representative.
- 1.3 This being a **percentage rate tender**, the Bidder shall quote his rates as percentage above / below / at par with the estimated amount put to tender properly based on his own analysis in the '**ABSTRACT FORM OF TENDER**' both in words and in figures.
- 1.4 During the detailed scrutiny of tender any discrepancy or error found between the figures and words in the quoted percentage at appropriate place in Bill of Quantities the following methods shall be adopted for arriving at the final figures:

☎(1) When there is a difference between percentage quoted in figure and in words, the percentage rate which complies with the amount worked by the tenderer for this shall be taken as correct.

☎(1) When the amount of the tender is not worked out by the tenderer or it does not correspond with the percentage rate ( above / below / at par) written either in figures or in words then the percentage rate quoted by the tenderer in words shall be taken as correct and the value of the tendered amount shall be worked out accordingly.

☎(1) When the percentage rate ( above / below / at par) quoted by the tenderer in figures and in words matches but the amount is not worked out correctly, the percentage rate quoted by the tenderer shall be taken as correct and the value of the tendered amount shall be worked out accordingly.

**The Tender Price thus established would be taken for comparative evaluation of tenders.**

\*\*\*\*\*

**NOTE: - While quoting the rate it should be noted that the bidder should on no account overwrite the figures or use correcting fluid in the tender. Any necessary amendment shall be made by striking out the original figure and writing the corrected figures on the top. All such amendments shall be duly authenticated by signing under office seal by the bidder. The bidder shall quote his rate in conformity with the tender provisions with the "Form Of Tender" and "Abstract Form Of Tender" duly filled up , signed and witnessed.**

**ANY DEVIATION FROM THE ABOVE MAY RENDER THE TENDER OFFER AS REJECTED.**

**[BOQ-2]**

**Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**

**TENDER NO: - SDM/RZ/2013-14/T/17**

| <b>Sl. No.</b> | <b>Description Of Item</b>  | <b>Quantity</b> | <b>Rate [In Rs]</b> | <b>Unit</b> | <b>Amount [In Rs]</b> |
|----------------|---|-----------------|---------------------|-------------|-----------------------|
| 1              | 20mm G.I Socket with ISI mark.  | 60              | 16.00               | Each        | 960.00                |
| 2              | 32mm G.I Socket with ISI mark.  | 50              | 37.00               | Each        | 1850.00               |
| 3              | 40mm G.I Socket with ISI mark.  | 40              | 50.00               | Each        | 2000.00               |
| 4              | 32mm G.I plug.  | 50              | 29.00               | Each        | 1450.00               |
| 5              | 15 mm G.I Union.  | 20              | 47.00               | Each        | 940.00                |
| 6              | 25 mm G.I Union.  | 10              | 101.00              | Each        | 1010.00               |
| 7              | 15 X 50 mm G I short piece.   | 400             | 8.00                | Each        | 3200.00               |
| 8              | 25 X 50 mm G I short piece.   | 50              | 14.00               | Each        | 700.00                |
| 9              | 15 X 75 mm G I short piece.   | 150             | 21.00               | Each        | 3150.00               |
| 10             | 25X15mm GI R/Elbow.   | 50              | 49.00               | Each        | 2450.00               |
| 11             | 32 X 20mm GI R/Elbow.   | 30              | 77.00               | Each        | 2310.00               |
| 12             | 40 X 20 mm R/Elbow.   | 10              | 103.00              | Each        | 1030.00               |
| 13             | 32mm PTMT waste (H/T).  | 20              | 57.20               | Each        | 1144.00               |
| 14             | 32mm PTMT waste (F/T).  | 60              | 57.20               | Each        | 3432.00               |
| 15             | 32mm PTMT waste pipe (750mm.)   | 20              | 55.00               | Each        | 1100.00               |
| 16             | 15 mm. PVC bib cock without plastic inlet of Emco / Atlas or equivalent make. | 100             | 66.75               | Each        | 6675.00               |
| 17             | 15X125mm PVC overhead shower.   | 20              | 106.50              | Each        | 2130.00               |

| Sl. No.          | Description Of Item           | Quantity | Rate [In Rs] | Unit | Amount [In Rs]   |
|------------------|-------------------------------|----------|--------------|------|------------------|
| 18               | White Zinc.                   | 15       | 150.00       | Kg.  | 2250.00          |
| 19               | Pipe Wrench Taparia brand 14" | 5        | 368.00       | Each | 1840.00          |
| 20               | Pipe Wrench Taparia brand 18" | 6        | 548.00       | Each | 3288.00          |
| 21               | Pipe Wrench Taparia brand 24" | 5        | 1012.00      | Each | 5060.00          |
| <b>Total Rs.</b> |                               |          |              |      | <b>47,969.00</b> |

### **ABSTRACT FORM OF TENDER**

I / We hereby tender for the under mentioned work for its execution within the specified time and in accordance, in all respects with the specifications, design, drawing and instructions in writing and with such materials as are provided for, by and in all other respects in accordance with such conditions so far as practicable.

#### **( TO BE FILLED IN BY THE BIDDER )**

- ( a ) Name of Work. : **Tender for supply and delivery of various plumbing materials required for day to day maintenance work to Residential Zone Store, of I&CF Division at H.D.C, Haldia.**
- ( b ) Estimated Cost. : **Rs 47,969.00 (Rupees Forty seven Thousand Nine Hundred sixty nine only).**
- ( c ) Earnest Money. : **NIL- Enlisted Class-A, Class-B & Class-C**  
contractor of I&CF Division may be exempted on submission of valid document of enhanced of security deposit for enlistment.
- (d ) Security Deposit  
( including Earnest Money ). : As per provisions in the tender.
- ( e ) Time allowed for completion of the work. **02 (Two) Months.**
- (f) Permanent I/T A/c.No. :
- (g ) Maximum number of workmen to be engaged on any day. :
- (h) Bank Details :**

**Name Of Bank :-**

**Branch :-**

**Branch Code :-**

**Account Number :-**

**IFS Code:-**

**RATE T RATE TENDERED BY ME / US IS :**

**% ( \_\_\_\_\_ Percent )**

**ABOVE /BELOW / AT PAR WITH THE ESTIMATED AMOUNT.**

**Witness :-**

**(Signature of the Bidder)**  
**Address :-**

**( Name in block letters )**

**Address :-**

**Occupation :-**

**THE BOARD OF TRUSTEES FOR THE PORT OF KOLKATA**

**FORM OF TENDER**

To

Sr.Dy. Manager (Spl. RT & RZ) (I&CF)  
Haldia Dock Complex

I/We \_\_\_\_\_ having examined the site of work, inspected the Drawings and read the specifications, General & Special Conditions of Contract and Conditions of the Tender, hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specification, Bill of Quantities, General & Special Conditions of Contract and Drawings prepared by or on behalf of the Trustees and at the rates & prices set out in the annexed Bill of Quantities within \_\_\_\_\_ months / weeks from the date of order to commence the work and in the event of our tender being accepted in full or in part. I / We also undertake to enter into a Contract Agreement in the form hereto annexed with such alterations or additions thereto which may be necessary to give effect to the acceptance of the Tender and incorporating such Specification, Bill of Quantities, Drawing and Special & General Conditions of Contract and I / We hereby agree that until such Contract Agreement is executed the said Specification, Bill of Quantities, Conditions of Contract and the Tender, together with the acceptance thereof in writing by or on behalf of the Trustees shall be the Contract.

THE TOTAL AMOUNT OF TENDER Rs. -----

(Repeat in words) -----

I / We require \_\_\_\_\_ days / months preliminary time to arrange and procure the materials required by the work from the date of acceptance of tender before I We could commence the work.

I / We have deposited with the Trustees' Manager (Finance), HDC, vide Receipt No. \_\_\_\_\_ of \_\_\_\_\_ as Earnest Money.

I / We agree that the period for which the tender shall remain open for acceptance shall not be less than four months.

Dated:

\_\_\_\_\_  
(Signature of Bidder with Seal)

**WITNESS :**

Signature :  
Name :  
(In Block Letters)  
Address :

Name of the Bidder :

Address :

Occupation :