

To
Sr. Dy. Manager (P&E),
Operational Administrative Building (1st floor),
Haldia Dock Complex, Syama Prasad Mookerjee Port,
Chiranjibpur, P.O. & P.S: Haldia-721604
Dist. Purba Medinipur.

Dear Sir,

Subject :- Quotation for servicing (including replacement of faulty spare) and commissioning of 400W HPSV High Bay fitting at Transit Shed- 2 for improvement of illumination at Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata.

With reference to above enquiry, we are pleased to furnish our offer as given below:

a) **Item description & price break-up:-**

Sl. No	Item Description	Unit	Quantity	Amount (excluding GST) [in ₹]	SGST %	CGST %	IGST %
01.	<u>400W HPSV High Bay Fitting:-</u> Servicing including replacement of faulty spare and commissioning of High Bay fitting at Transit Shed 2	Nos.	50				
Total=							
The aforesaid rates are exclusive of GST, to be paid extra as per the rates mentioned above.							

b) **Scope of work**

- The work shall be carried out by the Contractor, having valid Electrical Contractor's Licence issued by the competent authority (in line with The Indian Electricity Rule, 1956), under the direct supervision of a person having a Supervisor Certificate of Competency (SCC), issued by the appropriate statutory authority, against the following installation work (minimum requirement):-

- Wiring for systems not-exceeding 650 V.
- Alternating Current (AC) apparatus upto 650 V.
- Underground cables, for voltages upto 1100 V.

The bidder is advised to submit self-attested photocopies of the above documents along with their offer.

- Servicing including replacement of faulty spare and commissioning of High Bay fitting at Transit Shed -2 as per item description. Job would also require arrangement of Trolley ladder and required manpower to undertake above job. Necessary safety belts as required for execution of the job would have to be arranged by the contractor.

3. All required spares namely 400W HPSV lamps, ballast, electronic ignitor and holder suitable for 400 watt HPSV lamps for commissioning of High Bay fitting would be supplied by HDC, SMP.
4. The Contractor should arrange, at their own cost, all necessary tools, tackles, lifting machineries, scaffolding, temporary lighting, different vehicular transport etc., required for the execution of total work.
5. The installation will be taken over by HDC, SMP only after successful commissioning of the total work.
6. If during execution of work any damage takes place in the property of HDC, the same will have to be mended good by the contractor at their risk, cost and arrangement. Otherwise the same will be repaired / replaced by HDC, either departmentally or through outside agency and the cost of repairing / replacement will be recovered from the contractor, along with overhead charges @19.25%.

c) **Accidents:-**

- I. The successful bidder shall have to provide medical treatment, as applicable to his staff and labourers, in case of "Accidents on Duty" which will, inter alia, include his obligations under the Workmen's Compensation Act, 1923, including all amendments thereof.
- II. HDC/ SMP shall in no manner be liable to the successful bidder or any person engaged/ employed by them or any other person, for injuries or death caused as a result of accidents occurred, either within or outside the site of work, under the contract. The successful bidder shall be responsible for such contingencies and will make good all claims for compensation, claim by their personnel/ workmen or the families of the sufferer(s), as the case may be, or as per the decision of the appropriate authority or the tribunal or all other involved persons.
- III. The Haldia Dock Complex/ Syama Prasad Mookerjee Port will not be responsible for any loss or damage to the men / materials, tools and plants engaged by the successful bidder and it is the sole responsible of the successful bidder .
- IV. The successful bidder shall arrange the required safety accessories such as Safety Belts, Helmets and Hand gloves, etc for his employee/ labour.
7. The entire job should be executed in accordance with the requirements of following Acts and rules, including latest amendments:
 - I. Indian Electricity Rules - 1956
 - II. Electricity Laws (Amendment) Ordinance, 1997
 - III. Central Electricity Authority Rules, 1977
 - IV. Central Electricity Authority Regulations, 1979
 - V. Indian Electricity Act, 2003

The installation and commissioning of all items required for this work should be complied with the above Acts & Rules and relevant Code of Practice of the Bureau of Indian Standard, including National Electrical Code, if not specified otherwise.

d) **Pricing and Evaluation Criteria:**

- I. Price is to be quoted in Indian Rupees (INR) only. Rate is to be quoted strictly as per Bill of Quantity.
- II. Evaluation will be made ohgn the basis of lowest offer of the bidders meeting all terms & conditions of the enquiry.
- III. It is not obligatory on the part of the Trustees to accept the lowest tender. They reserve the right to accept a tender in full or reject a tender without assigning any reason thereof.
- IV. Price quoted shall remain firm during the validity period of the offer, including any/ all extension(s) thereof, agreed by the bidder.

e) **Payment Terms:**

1. Payment will be made on the exact quantity, which would be executed by the Contractor.
2. 95% payment of the basic value along with 100% GST, will have to be made within 30 (thirty) days, after completion of work in line with the "Item description" and "Scope of Work" against submission of clear & unambiguous bill (in triplicate), along with required documents like Work done certificate.
3. **Balance 5%**, against Servicing including replacement of faulty spare and commissioning of High Bay fitting at Transit Shed 2, which may be retained as Security Deposit, may be released, without any interest, after completion of Guarantee Period.

f) **Completion Period:**

All the jobs are to be completed within 30 (Thirty) days from the date of receipt of order.

g) **Inspection:**

During execution of the work as well as after completion of the jobs, the same will be inspected and tested jointly by the authorized representative of HDC, SMP and the Contractor.

Physical checking of the work under execution and executed work will be carried out at site, based on the enclosed "Item Description" and Scope of Work". The Contractor will have to provide all facilities for inspection of executed work, at their own risk, cost and arrangement.

h) **Guarantee:**

The Contractor will stand guarantee for the workmanship of work executed by him for a period of 01 (one) months from the date of complete execution of the work.

The Contractor shall be responsible for making good, with all possible speed, at their expense, any defect, which may occur before expiry of 01 (one) months from the date of complete execution of the work.

i) **Gate Pass:**

Necessary Gate Pass for entering into the Dock area would be issued for the personnel, equipment, machineries, materials etc. of the contractor, in connection with aforesaid supply, on chargeable basis, as per rules then prevailing, on the basis of written request from the contractor.

j) **Liquidated Damage:**

If the Contractor fails to complete the job within the stipulated dates or such extension(s) thereof, as may be allowed by the Engineer in writing, the Contractor shall be required to pay as compensation (Liquidated Damage) to SMP and not as penalty @ ½ % of the cost of unfinished portion of work, for every week's delay (part of the week would be treated as a full week), provided always the entire amount of compensation to be paid under the provision of this clause shall not exceed 10% of the total order value. SMP may, without prejudice to any other method of recovery, deduct the amount of such damages from any money which is due or which may become due to the Contractor. The payment or deduction of such damages shall not relieve the Contractor from their obligation to complete the work or from any other of their obligation or liabilities under the contract.

k) **Validity:**

The offered price is valid for 3 (three) month, from the date of quotation.

Filled in enquiry and required documents are to be physically deposited at the office of Tendering Authority-Sr. Dy. Manager (P&E Div.) -I, Operational Administrative Building (1st floor), Haldia Dock Complex, Syama Prasad Mookerjee Port Chiranjibpur, Haldia, PIN-721604 separately in a sealed envelope, mentioning Enquiry no. with proper marking.

Closing date & time of submission of physical quotation: 12.04.2021 up to 15:00 Hrs.

Date & time of opening of Quotation: 12.04.2021 - 15:30 Hrs. onwards.

(Seal and Signature of the bidder)

