

**TENDER No. AD/P&G/2016/1**

**HALDIA DOCK COMPLEX  
KOLKATA PORT TRUST**

**TENDER DOCUMENT  
FOR**

**DISPOSAL OF LOGS AND FIREWOOD OF DIFFERENT VARIETIES AND SIZES  
BELONGING TO  
HALDIA DOCK COMPLEX, KOLKATA PORT TRUST.**

**KOLKATA PORT TRUST  
HALDIA DOCK COMPLEX**

**Issue letter of Tender Document for disposal of logs & fire wood belonging to Haldia Dock Complex, Kolkata Port Trust.**

**Tender No. AD/P&G/ 2016/1**

**Tender subject: Disposal of logs & firewood.**

This set of Tender Document is issued to:

Name of Tenderer : \_\_\_\_\_

Address of Tenderer : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of issue : \_\_\_\_\_

**Sr. Dy. Manager (Administration)  
Haldia Dock Complex,  
Kolkata Port Trust**

**KOLKATA PORT TRUST  
HALDIA DOCK COMPLEX**

**INVITES TENDER FOR DISPOSAL OF LOGS AND FIREWOOD BELONGING TO HALDIA DOCK COMPLEX, KOLKATA PORT TRUST**

Haldia Dock Complex invites tender from experienced, bonafide and reliable contractors, timber merchants, Saw Mill owners for disposal of logs and firewood of different varieties and sizes belonging to Haldia Dock Complex, Kolkata Port Trust.

| <b>Earnest Money</b> | <b>Last date and time of Sale of Tender Document</b> | <b>Last date and time of Submission of Tender</b> | <b>Opening of "Earnest Money" &amp; "Techno-Commercial Part" of the Tender</b> |
|----------------------|--|---|--|
| Rs. 3700/-           | 1300 hrs. on 04.11.2016.                             | 1300 hrs. on 15.11.2016                           | 1500 hrs. on 15.11.2016  |

Details of the Tender is available in website [www.kolkataporttrust@gov.in](http://www.kolkataporttrust@gov.in).

The tender document can be downloaded from the aforesaid website. The tender document can also be obtained in person from the office of Sr. Dy. Manager (Admn.), Haldia Dock Complex, Jawahar Tower Complex, P.O. Haldia Township, Dist. Purba Medinipur, Pin-721607 (Telephone No. 03224-263178, Fax No. 03224-263152) upto 1300 hrs. on 04.11.2016 on submission of a written application.

Trustees reserve the right to reject any or all the tenders without assigning any reason thereof.

## INSTRUCTIONS TO TENDERERS

1. Sealed tenders are invited for purchasing of logs and fire wood of different varieties and sizes belonging to Haldia Dock Complex, Kolkata Port Trust. The basic details of logs and firewood proposed to be sold are given at Annex-II.
2. The interested tenderers shall submit lump sum quotation in the price bid given at Annex - I of this Tender Document.
3. The interested tenderers shall be deemed to have carefully inspected the logs and fire woods scheduled for disposal and have fully understood the instruction to tenderers. In this regard, they may contact the officers concerned of Admn. Division, Haldia Dock Complex on any working day from 10-00 hrs. to 16-00 hrs. at phone nos. 03224 264555 or 03224 265811 for inspection of the materials scheduled for disposal.
4. The tenderer shall submit two separate sealed envelopes in the main envelope as follows:-

1<sup>st</sup> Envelope duly superscribed with "**Copy of Tender Document & Earnest Money**" shall contain the following:-

- a) Copy of the tender document duly signed with seal at all pages by the tenderer as token of acceptance of all the terms and conditions of the tender.
- b) Receipt of deposition of Earnest Money amounting to Rs 3700/- in cash at the Cash Office of General Manager (Finance) I/C at the Ground Floor of Jawahar Tower or by Demand Draft / Bankers Cheque of any scheduled Bank of India in favour of "Kolkata Port Trust, Haldia Dock Complex" payable at Haldia.

2<sup>nd</sup> Envelope duly superscribed with "**Price Bid**" shall contain the price offer as per format at Annex-I of the Tender Document.

3<sup>rd</sup> Envelope will be main Envelope superscribed with "**Tender for disposal of logs and fire woods by Haldia Dock Complex, Kolkata Port Trust**" and shall contain the 1<sup>st</sup> and 2<sup>nd</sup> Envelope.

- 5a) The 1<sup>st</sup> Envelope will be opened first to ensure that the tenderer has submitted Earnest Money and copy of the Tender Document duly signed.
- 5b) The tenderer who will not submit Earnest Money shall be rejected outright and his Price Bid will not be opened.

- 6) The tender including Price Bid shall remain valid for acceptance for a period of 90 days from the date of opening of the tender.
- 7) The Trustees reserve the right to accept or reject any tender either in part or in full without assigning any reason. Any incomplete tender is liable to be rejected.
- 8) The Price Bid of only those tenderers will be opened who will submit the Earnest Money and accept all the terms and conditions of the tender by unconditionally signing the tender document and submitting the same with the tender.

## **THE TERMS AND CONDITIONS OF THE TENDER:**

### **Commercial Part :**

1. **Payment:**

The successful tenderer shall have to pay the quoted amount as accepted by KoPT in the form of Bankers Cheque / Demand Draft drawn on Haldia Dock Complex, Kolkata Port Trust from any scheduled bank or in cash within 10 days from the date of placement of order. If any successful bidder fails to deposit the requisite money within the stipulated date, penalty shall be imposed @ 1% of the total order value for delay of every week of part thereof.

2. The successful tenderer shall have to remove the logs and fire woods at tenderer's cost as per order within 20 days from the date of placement of order. In the event of failure to remove the material within 20 days from date of placement of order, the successful tenderer shall have to pay @ 1% of the contracted amount as penalty for every week or part thereof the work remains unfinished.

3. **Evaluation Criteria :**

Subject to fulfilling all required conditions including acceptance to terms & conditions of the tender, evaluation of the offer will be based on the maximum financial realization to the Port.

4. **Safety measures:**

The successful tenderer will take all possible safety measures in respect of labours, vehicular traffic & KoPT/HDC's property during lifting and removal of the logs and fire woods. Successful tenderer shall be held responsible for any damages, accident etc. on account of lapses on his part and in that case, he will be liable for repair/ replacement of the port property at his own cost and arrangement.

5. Successful tenderers shall be required to pay statutory taxes & duties, if applicable over and above their quoted offer.

6. **Security**

From the date of receipt of firm order, successful tenderer shall have to make his own security arrangement for guarding the disposed items at the premises concerned till removal of such items by him.

7. **Permission to carriage**

During transportation of his purchased materials, successful tenderer shall obtain necessary permission, if required, from the appropriate authority (ies) at his own arrangements.

8. **Termination of contract**

If at any time after placement of the order, it is observed that the successful tenderer is taking inordinately long time for removal of the disposed items or his performance in any manner is found unsatisfactory, Sr. Dy. Manager (Admn.), Haldia Dock Complex shall terminate full or part of the contract after giving 7 days notice and his decision in the matter shall be final and binding on the successful tenderer.

HALDIA DOCK COMPLEX  
KOLKATA PORT TRUST

TENDER FOR DISPOSAL OF LOGS AND FIRE WOOD BY  
HALDIA DOCK COMPLEX.

PRICE PART

| Description of materials | Quoted amount (excluding VAT, TCS etc.)<br>[in Rs] |          |
|--------------------------|--|----------|
|                          | In figure  | in words |
| Logs and Fire wood       |  |          |

\_\_\_\_\_  
( Signature of the Tenderer )

Name of the tenderer.....

Address .....

Phone No. ....

Date :

Office Seal

**THE BASIC DETAILS OF LOGS AND FIRE WOOD**

| <b>Sl. No.</b> | <b>Species</b> | <b>Type</b> | <b>Total volume</b> |
|----------------|----------------|-------------|---------------------|
| 1.             | Miscellaneous  | Fire wood   | 9.525 Cum.          |
| 2.             | Jhaw           | Log         | 6.426 Cum.          |
| 3.             | Radhachura     | Log         | 1.461 Cum.          |
| 4.             | Khirish        | Log         | 4.609 Cum.          |
| 5.             | Vilati Babul   | Log         | 0.905 Cum.          |
| 6.             | Krishnachura   | Log         | 0.714 Cum.          |
| 7.             | Eucalyptus     | Log         | 3.729 Cum.          |