

श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता

(पूर्व में कोलकाता पोर्ट ट्रस्ट)

**SYAMA PRASAD MOOKERJEE PORT, KOLKATA**

(Formerly Kolkata Port Trust)

हल्दिया गोदी परिसर

**HALDIA DOCK COMPLEX**

MM DIVISION

*BIDDING DOCUMENTS*

( e-Tender)

[Tender No.: HDC/MM/OT-03/11/29]

**FOR**

E-Tender is invited from reliable, bonafide & experienced manufacturers of SKF/FAG bearing & sleeves /or their authorized dealers/ authorized distributor / authorized stockiest for supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.



श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता  
**SYAMA PRASAD MOOKERJEE PORT, KOLKATA**

Formerly Kolkata Port Trust

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### **3. SCHEDULE OF TENDER (SOT)**

E-Tender in Single Cover system (Part I: Techno-Commercial Bid and Part II: Price Bid) are invited from reliable, bonafide & experienced manufacturers of SKF/FAG bearing & sleeves /or their authorized dealers/ authorized distributor / authorized stockiest for supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.

The Bid Document may be seen from the e-Nivida Portal. Corrigenda or clarifications, if any, shall be hoisted on the above mentioned website only. Bidders will have to participate in bidding process through website <https://kopt.enivida.inonly>. The tender is also published on SMPK website (<https://smportkolkata.shipping.gov.in>)

#### **SCHEDULE OF TENDER (SOT)**

1.1	<b>Work Title</b>	::	Supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.
1.2	<b>Tender No.</b>	::	<b>HDC/MM/OT-03/11/29</b>
1.3	<b>Tender Authority</b>	::	General Manager(Engg), Haldia Dock Complex ; Syama Prasad Mookerjee Port, Kolkata.  <b>Address:</b> Office of the M.M. Division, Jawahar Tower (2 <sup>nd</sup> floor) ; P.O.:- Haldia Township; Dist.:- Purba Medinipur ; PIN:-721607 West Bengal, India.  <b>Telephone no. :</b> + 91-3224-26 3266 <b>Mobile no. :</b> +91-9434063649 <b>E. mail :</b> <a href="mailto:spb.hdc@kolkataporttrust.gov.in">spb.hdc@kolkataporttrust.gov.in</a>
1.4	<b>Mode of Tender</b>	::	<b>e-Procurement System</b>  (Online Single Cover System Techno-Commercial Bid and Price Bid through e-Nivida Portal, i.e. <a href="https://kopt.enivida.in">https://kopt.enivida.in</a> ) The intending bidders are required to submit their offers electronically through e-tendering portal. <b>No physical tender is acceptable by Haldia Dock Complex, Syama Prasad Mookerjee Port, Kolkata.</b>
1.5	<b>Date from which bidding documents are available for downloading by the intending bidders.</b>	::	<b>01.07.2022</b>
1.6	<b>Pre-Bid Meeting starting date &amp; Time.</b>	::	<b>NA</b>
1.7	<b>Pre-Bid Meeting closing date &amp; Time.</b>	::	<b>NA</b>
1.8	<b>Venue of Pre-Bid Meeting</b>	::	<b>NA</b>

<p><b>i) Bid Document Fee (Cost of bidding document)</b></p>	<p>::</p>	<p>The intending bidders should deposit Rs. 590.00 (Rupees Five hundred ninety only) [including GST @ 18%], as Bid document Fee (non-refundable), to Haldia Dock Complex, through DD/Banker Cheque in favour of “Syama Prasad Mookerjee Port, Kolkata, Haldia Dock Complex” on any Scheduled/Nationalized Bank payable at Haldia and it should be submitted physically as specified in the Tender Document / or by RTGS/ NEFT as specified in the Tender Document, otherwise their offer will be summarily rejected. In case the aforesaid Bid Document fee [non-refundable] is not deposited by the Bidder, the respective bid will be summarily rejected, treating the same as non-responsive.</p> <p>Cost of tender document fee may be deposited through NEFT/ RTGS in the following account.</p> <p>Beneficiary Name: SYAMA PRASAD MOOKERJEE PORT, KOLKATA, HALDIA DOCK COMPLEX [Erstwhile Kolkata Port Trust, Haldia Dock Complex].</p> <p>Bank: Punjab National Bank (Erstwhile United Bank of India) Branch Name: Haldia Dock Complex. Account No: <b>1604050000310</b> IFSC Code: <b>PUNB0160420</b> Account Type: Current</p> <p><b>Note: Copy of the DD/Banker’s Cheque /or UTR details (in case of RTGS/ NEFT) should be uploaded during submitting online bid.</b></p>
<p><b>ii) Earnest Money Deposit (EMD)</b></p>	<p>::</p>	<p>The intending bidders must deposit <b>Rs. 3571.00</b> (Rupees Three thousand five hundred seventy one only), as Earnest Money, to Haldia Dock Complex, through DD/Banker Cheque in favour of “Syama Prasad Mookerjee Port, Kolkata, Haldia Dock Complex” on any Scheduled/Nationalized Bank payable at Haldia and it should be submitted physically as specified in the Tender Document / or by RTGS/ NEFT as specified in the Tender Document, otherwise their offer will be summarily rejected. In case the aforesaid Earnest Money is not deposited by the Bidder, the respective bid will be summarily rejected, treating the same as non-responsive.</p> <p>Cost of tender document fee may be deposited through NEFT/ RTGS in the following account.</p> <p>Beneficiary Name: SYAMA PRASAD MOOKERJEE PORT, KOLKATA, HALDIA DOCK COMPLEX [Erstwhile Kolkata Port Trust, Haldia Dock Complex].</p> <p>Bank: Punjab National Bank (Erstwhile United Bank of India) Branch Name: Haldia Dock Complex. Account No: <b>1604050000310</b> IFSC Code: <b>PUNB0160420</b> Account Type: Current</p> <p><b>Note: Copy of the DD/Banker’s Cheque /or UTR details (in case of RTGS/ NEFT) should be uploaded during submitting online bid.</b></p>

	<b>iii) RailTel Tender Processing Fee &amp; Registration Charges at <a href="https://kopt.enivida.in">https://kopt.enivida.in</a> ( Non refundable)</b>	::	a ) Mode of Payment: - E-payment only through Debit / Credit Card or Net Banking. b ) <b>Tender Processing Fee (TPF) –Rs. 885.00 including GST.</b> c ) <b>Registration Charges: Rs 2,000/- + Applicable GST per Year.</b> Note: 1. The bidders, who are not yet to be registered with RailTel, are advised to get themselves registered with RailTel, at least 72 (seventy-two) hours prior to bid submission. 2. Bidders are required to ensure that their corporate email id provided is valid and updated at the stage of registration of vendor with RailTel's e-Nivida Portal (i.e. Service Provider).
<b>2.0</b>	Last date and time for deposition of Earnest Money and Bid Document Fee to the office of Tender Authority of Syama Prasad Mookerjee Port, Kolkata, Haldia Dock Complex.	::	<b>27.07.2022 up to 15:00 Hrs. (IST).</b> (Copy of the DD/Banker's Cheque should be uploaded on line).
<b>2.1</b>	i) Starting date of e-Tender for submission of on line Pre-qualification & Techno-commercial Bid and price Bid at <a href="https://kopt.enivida.in">https://kopt.enivida.in</a>	::	<b>01.07.2022</b>
	ii) Closing date & time of e-Tender for submission of on line Pre-qualification & Techno-commercial Bid and price Bid at <a href="https://kopt.enivida.in">https://kopt.enivida.in</a>	::	<b>27.07.2022, up to 15:00 Hrs(IST)</b>
	iii) <b>Date &amp; time of opening of Techno-commercial Bid and Price bid of Tender.</b>	::	<b>27.07.2022 after 15:30 Hrs. (IST) onwards.</b>

#### 4. लघु निविदा सूचना

कार्य का नाम	:	हल्दिया डॉक कॉम्प्लेक्स में विभिन्न प्रकार के एसकेएफ / एफएजी के बियरिंग्स और स्लीव्स (निविदा बीओक्यू के अनुसार) की आपूर्ति और डिलीवरी हेतु।
ई-निविदा संख्या	:	एचडीसी/एमएम/ओटी-03/11/29
प्री-बिड मीटिंग और साइट विज़िट के लिए दिनांक और समय	:	लागू नहीं
ई-निविदा जमा करने की अंतिम तिथि	:	27.07.2022 को 15:00 बजे तक जमा करें।

निविदा और निविदा दस्तावेज की विस्तृत जानकारी रेलटेल की वेब साइट पर उपलब्ध है और उन्हें केवल अपनी वेबसाइट <https://kopt.enivida.in> के माध्यम से बोली प्रक्रिया में भाग लेना है।

#### 4. SHORT TENDER NOTICE

➤ Name of work	::	Supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.
➤ Tender No	::	HDC/MM/OT-03/11/29
➤ Date and Time for pre-bid meeting & site visit	::	NA
➤ Last date of submission of e-tender	::	Submission Up to 15:00 hrs. on 27.07.2022

Details of the Tender & Tender Documents are available in web site of e-Nivida and have to participate in bidding process through their website <https://kopt.enivida.in> only.

## 5. NOTICE INVITING TENDER

**WORK TITLE:** - Supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.

### **3.1 TENDER NO: HDC/MM/OT-03/11/29**

E-Tender in single cover one part system (Techno-Commercial Bid + Price Bid) is invited from reliable, bonafied & experienced suppliers with sound technical and financial capabilities on fulfilling the following Pre-qualification Criteria;

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

- i) Average Annual Financial Turnover during the last three financial years should be at least Rs. 2,14,275.00.
- ii) The prospective bidder(s) should submit credential for **Supply and delivery of** various types of bearings & sleeves for a cumulative amount of ₹ 4,28,550.00 (Rupees four lakh twenty eight thousand five hundred fifty only) minimum in any number of orders, during last 7 (seven) years, to Govt., PSU or Public / Private organization which should be substantiated by producing PURCHASE ORDER copy along with any one or more of the following documents:
  - a) Receipted Challan,
  - b) Certificate of Execution,
  - c) GRN,
  - d) Excise Invoice,
  - e) Tax Invoice,
  - f) Consignment Note. etc. as a proof of supply.

Note: Above stated PRE-QUALIFICATION CRITERIA documents should be submitted along with offer otherwise the offer would be liable for rejection.

- iii) Copy of GST Registration certificate should be submitted.
- iv) Copy of valid Professional Tax Payment Challan copy (PTPC)/up to dated Tax payment Challan copy, if applicable, should be submitted.

### **3.3 TENDER AUTHORITY:-**

General Manager (Engg.), Haldia Dock Complex, Jawahar Tower [2<sup>nd</sup> Floor], P.O.- Haldia, Dist. Purba Medinipur – 721 607, Tele-Fax: - [03224]-263266.

Due Date Of submission	27.07.2022	Time	UPTO 15:00 hrs.	Techno Commercial Part and Price Bid	27.07.2022	Time	15:30 hrs. onwards.
<b>Bid document will be available on e-Nivida portal. Bidders will have to participate in bidding process through website <a href="https://kopt.enivida.in">https://kopt.enivida.in</a> only</b>							
Date and Time for pre-bid meeting & site visit	NA						
Cost of Tender document (Non-refundable)	Rs. 590.00 (Rupees Five hundred ninety only) including 18% GST.						
Earnest Money Deposit	Rs. 3,571.00 (Rupees Three thousand five hundred seventy one only)						
Time Of Completion	60 (sixty) days from the date of receipt of part order by the successful bidder.						

### **3.4 OTHER INSTRUCTIONS:-**

- 3.4.1 E-Tender in single cover one part system (Techno-Commercial Bid + Price Bid) is invited from reliable, bonafied & experienced manufacturers of SKF/FAG bearing & sleeves /or their authorized dealers/ authorized distributor / authorized stockiest for supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.
- 3.4.2 Details of the Tender Documents and Notification of any Addendum / Corrigendum to the tender documents are available in web site of E-NIVIDA and have to participate in bidding process through their website <https://kopt.enivida.in> only.
- 3.4.3 E-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.
- 3.4.4 Bidders shall submit the Bid Document as stipulated in the “Instructions To Bidders” of the e-tender document. Trustees reserve the right to verify the submitted copies of documents / credentials with the original documents.
- 3.4.5 E-Tenderers will be received through E-NIVIDA up to 15:00 hrs. on the last date of submission and opening of tender specified above.
- 3.4.6 Techno Commercial Part and Price Part of the e-Tender will be opened shortly after 3.30 p.m. on the stipulated date.
- 3.4.7 In case of unscheduled Holiday / Bandh on the date of opening of E-Tender, the same will be opened on the next working day.
- 3.4.8 It is stated here that the subject tender may not be extended further.
- 3.4.9 Syama Prasad Mookerjee Port, Kolkata, 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.

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



## **6. Important instructions for E-procurement**

**Bidders are requested to use internet Browsers Firefox version below 50 / Internet Explorer version 8 or above, and updated Java.**

**Further, bidders are requested to go through the following information and instructions available on the e-Nivida Portal, <https://kopt.enivida.in> before responding to this e-tender:**

- Bidders Manual Kit
- Help for Contractors
- FAQ

**Contact Persons (Syama Prasad Mookerjee Port. Kolkata. Haldia Dock Complex):**

1. S. P. Bhattacharjee, Sr. Dy. Manager(MM), Mob: 9434063649, mail: [spb.hdc@kolkataporttrust.gov.in](mailto:spb.hdc@kolkataporttrust.gov.in)
2. E. Singh, Asstt. Manager (MM), Mob: 9434031208, mail: [esingh.hdc@kolkataporttrust.gov.in](mailto:esingh.hdc@kolkataporttrust.gov.in)

**Contact persons (e-Nivida Portal):**

- |  |  |
|--|--|
| (1) Shri Siddharth Ghosh<br>Mobile No.: + 91 9355030604<br>E-mail : <a href="mailto:ewizardsiddharth@gmail.com">ewizardsiddharth@gmail.com</a> | (2) Shri Deepak Jha<br>Mobile No.: +91 8448288981<br>E-mail : <a href="mailto:ewizarddipak@gmail.com">ewizarddipak@gmail.com</a> |
|--|--|

**See e-Nivida Portal for contact details.**

- 1 All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
- 2 E-tender cannot be accessed after the due date and time mentioned in NIT.
- 3 SMPK reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- 4 Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.
- 5 No deviation to the technical and commercial terms & conditions are allowed.
- 6 The bidders must upload all the documents required as per terms of tender. Any other document uploaded which is not required as per the terms of the tender shall not be considered.
- 7 The bid will be evaluated based on the filled-in technical & commercial formats.
- 8 Bidder has fully read and understood the entire Tender Document, GCC, Corrigendum and Addenda, if any downloaded from under the instant e-tender and no other source, and will comply to the said document, GCC, Corrigendum and Addenda".  
**A declaration in this regard is to be made by the bidder.**
- 9 (A) Tender will be opened electronically on specified date and time as mentioned in the NIT. Bidder's can witness electronic opening of Bid.  
  
(B) Necessary addendum/corrigendum (if any) of the tender would only be hoisted in the e-Nivida Portal

## **7. INSTRUCTION TO BIDDER**

E-Tender for supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.

**TENDER NO: HDC/MM/OT-03/11/29**

### **5.0 PREFACE:**

The Supply and Delivery work as described in the tender shall be executed in Haldia and in accordance with the attached General Conditions of Contract, Special Conditions of Contract, Particular Specifications & detailed Bill of Quantities. Location Plan of the place of work might be inspected at the office of the Sr. Dy. Manager (MM) on any working day before quoting for the tender.

### **5.1 EARNEST MONEY:**

Earnest money and cost of tender document are to be physically deposited at the office of Tendering Authority (Sr. Dy. Manager [Materials Management], 2<sup>nd</sup> floor Jawahar Tower, Haldia Dock Complex, Haldia, PIN 721607), separately in a single sealed envelope, mentioning Tender no. with proper marking.

Demand Draft /Banker's Cheque /Pay Order etc. against Earnest money and cost of tender document, should be submitted/deposited on any scheduled/ nationalized Bank, by the bidder in favour of Syama Prasad Mookerjee Port, Kolkata,, payable at Haldia or by RTGS/ NEFT as specified in the Tender Document. Cost of tender document fee and EMD may be deposited through NEFT/ RTGS in the following account.

Beneficiary Name: **SYAMA PRASAD MOOKERJEE PORT, KOLKATA, HALDIA DOCK COMPLEX**  
[Erstwhile Kolkata Port Trust, Haldia Dock Complex].

Bank: **Punjab National Bank** (Erstwhile United Bank of India)

Branch Name: **Haldia Dock Complex.**

Account No: **1604050000310**

IFSC Code: **PUNB0160420**

Account Type: Current

The bidder should make payment of cost of tender document, Transactions fee and mention the UTR Numbers and date.

The details of payment made, with Bidder's Name, Tender Number and Tender subject, Bid Document Fee and UTR number may positively be informed to us by your office for checking the status of receipt of payment and generating Treasury Receipts.

However, it may be noted that for such successful payment (credited to the aforesaid account) through NEFT/ RTGS is the sole responsibility of the Applicant / Bidder. In case on any default for non-credit of the amount in the aforesaid account, the submitted offer will be summarily rejected without assigning any reason thereof by the Authority.

Tender submitted without requisite Earnest Money and tender document fee will be liable for rejection.

**5.1.1** Details of cost of e-tender paper remitted should be entered by the participating bidder in the space provided in the e-tender as indicated hereunder:

- a) Name of remitting bidder :
- b) Tender No. :
- c) Amount remitted :
- d) Date of remittance :
- e) DD/BC/UTR No. :
- f) Remittance Bank details. :

**5.1.2** Details of Earnest money remitted should be entered by the participating vendor/contractor in the space provided in the e-tender as indicated hereunder:

- a) Name of remitting bidder :
- b) Tender No. :
- c) Amount remitted :
- d) Date of remittance :
- e) DD/BC/UTR No. :
- f) Remittance Bank details. :

Tender submitted without requisite Earnest Money and tender paper will be liable for rejection.

## **5.2 MODE OF SUBMISSION OF BID :**

5.2.1 All bidders must submit their offers through e- tendering in accordance with the terms and conditions set out in the bid documents and no deviation will be accepted.

5.2.2 Techno commercial part shall contain the following which are to be uploaded: -

- 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.
- c) 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 and scan copy to be uploaded.
- d) Bidder’s information to be submitted as per enclosed format marked as Annexure-II.
- e) A Declaration as per ‘**Annexure – I**’ that no conditions / deviations have been added in the price part of the Bid.
- f) Scan copy of the following documents to be uploaded:-
  - i) GSTIN / Provisional GST registration certificate.
  - ii) Valid Professional Tax Clearance Certificate / Up to date tax payment, if applicable.
  - iii) Authorized Dealers / Authorized Distributors / Authorized Stockists must submit valid certificate from their manufacturer regarding status of authorization.

g) Credentials in the form of copies of Letters of Award of Works (supply) along with corresponding document to justify that the intending bidder satisfies the pre-qualification criteria, regarding completion of supply.

h) Certified copies of audited balance sheet and Profit and Loss account / Trading account for the last 3 (three) financial years .

i) 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.

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

### **5.3 OPENING OF BIDS:**

Single cover one part system (Techno-Commercial Bid + Price Bid) as stated above will be opened on the date and time as fixed in the e-tender document online.

### **5.4 SECURITY DEPOSIT:**

5.4.1 For the successful Bidder, the **Security Deposit** shall be converted from the Earnest Money deposit in accordance with clause 3.4 (f) and (g) of the General Conditions of Contract.

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

### **5.5 REFUND OF EARNEST MONEY:**

The Earnest Money received, will be refunded or released as the case may be to the unsuccessful Bidders without any interest after finalization of the e-Tender.

### **5.6 VALIDITY OF OFFER:**

The e-tender shall remain valid for a period of **120 [One Hundred Twenty] Days** 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 e-tender, the Earnest Money deposited shall be liable to forfeiture at the option of the Trustees/ Sanctioning Authority/Engineer.

### **5.7 DETAILED SCRUTINY OF E-TENDERERS:**

5.7.1 During the course of examination of Techno Commercial Part 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 of those bidders who meet the qualifying criteria of NIT shall be opened.

5.7.2 During techno-Commercial Evaluation of tender, an offer shall be considered **non-responsive** in case:

- (i) Requisite earnest money is not deposited.
- (ii) Requisite tender paper cost is not deposited.
- (iii) validity of the offer is less than tender stipulation,
- (iv) It does not meet the Qualification Criteria as stipulated in the NIT.
- (v) 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 five 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 Syama Prasad Mookerjee Port, Kolkata,, Haldia Dock Complex in this regard shall be final and binding on the Bidder.

#### **5.8 For Micro & Small Enterprises (MSEs) registered with NSIC:-**

- 5.8.1 Micro & Small Enterprises (MSEs) shall submit the following documents for availing themselves waiver of EMD and cost of tender documents :-
- 5.8.2 Micro and Small Enterprise registered with the authorities as mentioned in the Govt. of India gazette Notification dated 26.03.2012 shall be exempted from payment of Cost of Tender Document and depositing Earnest Money for which copies of valid MSE's Certificate along with the certificate of the authority as mentioned in the Govt. gazette with list of items registered must be submitted with tender.
- 5.8.3 **Scheduled Caste (SC) & Scheduled Tribe (ST)** entrepreneurs should have documentary evidences, to get benefit in this regard.

[Note:-Bidders shall upload scanned copy of necessary document in this regard]

#### **5.9.1 For Micro & Small Enterprises (MSEs) registered with NSIC:**

If eligible for this kind of job, the benefits as per prevailing norms will be extended to MSEs registered with Authorities as per New Public procurement Policy as notified by the Government of India, Ministry of Micro, small & medium enterprises (MSME) in The Gazette of India vide No. 503, dated 26.03.2012. It is not obligatory on the part of the Trustees to accept of Lowest Tender. They reserve the right to accept a Tender in full or in part and/or reject a Tender without assigning any reason thereof.

#### **5.10 ACCEPTANCE OF TENDER:**

- 5.10.1 Syama Prasad Mookerjee Port, Kolkata, 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.
- 5.10.2 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.
- 5.10.3 The successful Tenderer will be notified in writing of the acceptance of his tender.
- 5.10.4 Work experience, as a sub-supplier shall not be considered as the requisite qualification

#### **5.11 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 E-Tenderers are liable to rejection at the option of the Trustees without further reference to the bidder.

- (iii) 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.
- (iv) All 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.
- (v) 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 and uploaded.
- (vi) The Bidder shall give a declaration about the names of their relations employed in Syama Prasad Mookerjee Port, Kolkata. It is not the intention to debar the Contractors from working if their relatives are working in SMPK but such a declaration is necessary in the interest of Trustees against any possible lapses.

**5.12 Due date of submission of tender will not be extended under any situation.**

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### 8.0 : Commercial Terms & Conditions:

Sl. No.	Terms & Conditions
1	Mere submission of Tender Document will not mean that a particular bidder will be automatically considered qualified and their bids will be entertained. Such qualification will be reviewed at the time of evaluation of bids also.
2	<b>Price Bids (Part-II) of only those eligible bidders whose Part-I Bids are complete and in order shall only be evaluated.</b>
3	<b>Micro &amp; Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) are exempted from depositing Cost of Tender Document and Earnest Money having valid NSIC Certificate for MSEs or DIC's(DISTRICT INDUSTRIES CENTRE) Certificate or Udyog Aadhar certificate or UDYAM Certificate.</b>
4	<p>i) <b>Micro &amp; Small Enterprises (MSEs) registered with NSIC under Single Point Registration Scheme (SPRS)/Udyog Aadhar/ DIC's (DISTRICT INDUSTRIES CENTRE) / UDYAM Certificate are eligible to get the benefits under new Public Procurement policies for MSEs as notified by Govt. of India, Ministry of Micro, Small &amp; Medium Enterprises (MSME) vide Gazette Notification, dated 26.03.2012.</b></p> <p>ii) <b>When splitting of tender quantity is not possible purely on technical ground, trustees reserve the right not to negotiate price with MSE if their price is within the band of L1+15% in comparison with L1 price of non- MSE for consideration of award of order for 20% of tender quantity against any item as per new public procurement policy.</b></p> <p>iii) <b>If Micro &amp; Small Enterprises (MSEs) registered with NSIC or Udyog Aadhar or DIC's(DISTRICT INDUSTRIES CENTRE) or UDYAM Certificate intends to participate in the tender, for the items they are not registered with NSIC/Udyog Aadhar/ DIC's (DISTRICT INDUSTRIES CENTRE)/ UDYAM certificate, then they will have to deposit cost of Tender Document, full amount of Earnest Money as per NIT. Otherwise their offer for those items will not be considered.</b></p>
5	<b>Copy of valid and suitable NSIC Certificate for MSEs or DIC's (DISTRICT INDUSTRIES CENTRE)/Udyog Aadhar Certificate/ UDYAM Certificate has to be submitted along with the bid on or before tender closing date otherwise their offer shall be considered nonresponsive.</b>
6	<b>Tenders without requisite Earnest Money are liable to be rejected excepting in case of Micro &amp; Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) or /Udyog Aadhar Certificate/ UDYAM Certificate for items for which the tender is invited.</b>
7	A bidder may be disqualified if the bidder provides misleading or false information in the statements and documents submitted in their offer of this tender.
8	Withdrawal of tender/offer in the interval between the closing date for submission of tender and the expiry of the period of its validity specified in the tender will result in forfeiture of Earnest Money.
9	<p><b><u>SCOPE OF WORK:</u></b></p> <p>The work comprises of supply and delivery of various types of SKF / FAG makes Bearings &amp; Sleeves (as per tender BOQ) at Haldia Dock Complex as specified in the Bill of Quantities at Lock Entrance (P&amp;E) Store /Dock Site/Store of Haldia Dock Complex at Haldia , or at any other point within the jurisdiction of SMPK, HDC as per directives of the Sr. Dy. Manager (MM), Haldia including unloading and stacking.</p>

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10	The Terms and Conditions of Tender shall be read in conjunction with the General Conditions of Contract, Specifications, Bill of Quantities and other documents forming part of this Contract wherever the Contract so requires.
11	The several documents forming the Contract shall be taken, as mutually explanatory to one another and in case of any discrepancies; the Bill of Quantities shall prevail over the Specifications and the Terms and Conditions over the General Conditions of Contract. In case of any dispute, question or difference either during the execution of the Contract or any other time as to any matter or thing connected with or arising out of this Contract, the decision of the Sr. Dy. Manager (MM), Haldia Dock Complex, thereon shall be final and binding upon all parties.
12	The Contract will include the Client's Bid Documents with the General Conditions of Contract and the Bidder's Offer as finally accepted by the Client, together with Addenda, if there be any. Trustees' General Conditions of contract is the integral part of the tender / contract. The above mentioned General Conditions of Contract may be inspected at the office of the undersigned on any working day before quoting for the Tender. General Conditions of Contract is also available at SMPK's website ( <a href="https://smpportkolkata.shipping.gov.in">https://smpportkolkata.shipping.gov.in</a> ).
13	The Trustees also reserve the right to obtain revised commercial bid to the extent and in areas required from the technically acceptable bidders.
14	The Trustees are not bound to accept the lowest or any Tender and reserve the right to accept a tender in full or in part and / or reject a tender in full or in part without assigning any reason thereof.
15	The contract shall be governed by all relevant Indian Acts applicable only within the jurisdiction of the High Court at Kolkata.
16	Intending bidders must take into account any cost or expense incurred by them in connection with the preparation and delivery of their bids or for any other expenses incurred in connection with such bidding.
17	Bidders may visit at site / Store of Haldia Dock Complex in Haldia prior to submission of their bid. Bidder shall get himself thoroughly familiarized with the site conditions, existing road facilities for carrying materials etc. before submission of the tender. He may contact the Sr. Dy. Manager of M.M. Division or his authorized representative at his office at Jawahar Tower in this regard. Non compliance of the same will in no way relieve the successful bidder of any of his obligations in performing the work in accordance with this Bid Document within the quoted price.
18	<p>Authority in signing the documents for submission of Tender / Offer:</p> <p>All documents to be uploaded by the bidder should be signed under official seal by –</p> <p>18.1 In case the Tender is submitted by a Proprietorship Firm, the same should be signed either by Proprietor or other person, holding a valid Power of Attorney from the Proprietor, in connection with this Tender. The signature of such Power of Attorney holder should be attested by the Proprietor.</p> <p>18.2 In case the Tender is submitted by a Partnership Firm, the same should be signed either by partner, holding valid Power of Attorney from the partners, in connection with this Tender. The signature of such Power of Attorney holder should be attested by the partners.</p> <p>18.3 In case the Tender is submitted by a Limited Company, the same should be signed by person holding valid Power of Attorney executed in his favour (in connection with this Tender) and the signature of such Power of Attorney holder should also be attested, in accordance with the constitution of the Limited Company.</p>
19	<p><b><u>VALIDITY:</u></b></p> <p>The tender shall remain open for acceptance for a period of <b>120 days</b> from the date of opening of 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.</p>

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20	<p><b><u>NON- RESPONSIVE BIDDER :-</u></b> The offer/tender shall be treated as non-responsive, if :</p> <p>i) <b>120</b> days validity from the date of opening of techno-commercial bid is not accepted / agreed to as per tender condition.</p> <p>ii) Offer / tender is submitted with any deviation from the tender terms &amp; conditions.</p>
21	<p><b><u>EARNEST MONEY AND SECURITY DEPOSIT :</u></b></p> <p>i) The Earnest Money Deposit shall be released to the unsuccessful Bidder without any interest after finalization of Successful bidder. The Earnest Money of the successful Bidder shall be released after receiving Security Deposit.</p> <p>ii) The EMD shall be adjusted towards Security Deposit equal to 3% of the basic contract value. The successful bidder shall pay Balance Security Deposit by Banker's Cheque or by Demand Draft of any Scheduled/ Nationalized Bank of India drawn in favour of "Syama Prasad Mookerjee Port, Kolkata, Haldia Dock Complex" and payable at Haldia, within 30 days from the date of placement of order. Failing which, the HDC reserves the right to cancel the acceptance and forfeit the Earnest Money.</p> <p>The Security Deposit shall be refunded without interest after the successful execution of the order and completion of guarantee period satisfactorily.</p> <p>iii) If the contract value of Rs. One lac and above, the supplier shall be offered a DD or Bank Guarantee in the form of Security Deposit by any nationalized/scheduled bank payable at Haldia. The Bank Guarantee shall be submitted in the format available with HDC.</p> <p>iv) In the event of the successful bidder failing to execute the order within the stipulated delivery period without sufficient reasons acceptable to the Trustees, the Security Deposit may be forfeited and the order be cancelled at the option of the Trustees'.</p>
22	<p><b><u>PRICES:</u></b></p> <p>Price should be quoted <b>F.O.R up to Dock Site/Store of Haldia Dock Complex, Haldia</b>, i.e on free delivery basis up to site / store(s) of Haldia Dock Complex, Haldia but exclusive of GST.</p> <p>i) The bidder shall quote his price as per the Bill of Quantities in the Price bid (Part-II). Price(s) shall be quoted upto F.O.R. destination, Haldia Dock Complex, Haldia, including charges for packing, forwarding, loading, stacking, transportation, unloading, and transit risk necessary for the complete services as described in the documents i.e. on free delivery basis <b>up to Dock Site/Store of Haldia Dock Complex, Haldia</b>.</p> <p>ii) The Bidder shall state clearly the percentage of GST as applicable quoted in Annexure-III.</p> <p>iii) Orders may be placed in parts. Each bidder shall keep in mind while quoting his rate against any item that, in the event of part order being placed, his quoted rate against the ordered item, shall form the basis of the subject order. Price(s) to be quoted should remain firm till the entire supply of goods is completed.</p> <p>iv) Price(s) to be quoted should remain firm till the goods are delivered. No Price escalation is admissible other than statutory increase in Taxes &amp; Duties. In case of decrease in rates of statutory taxes &amp; duties, the price would be correspondingly decreased.</p>

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23	<p><b><u>EVALUATION CRITERIA:</u></b></p> <p>i) Evaluation will be made on the lowest (L1) landed price exclusive of GST quoted against individual items among the techno-commercially qualified bids subject to the fulfilment of necessary Tender conditions and benefits will be extended to MSEs registered with NSIC as per New Public Procurement Policy as notified by the Government of India, Ministry of Micro, Small &amp; Medium Enterprises (MSME) in The Gazette of India vide No. 503, dated 26.03.2012. When splitting of tender quantity is not possible purely on technical ground, trustees reserve the right not to negotiate price with MSE if their price is within the band of L1+15% in comparison with L1 price of non-MSE for consideration of award of order for 20% of tender quantity against any item as per new public procurement policy. 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 in part and / or reject a Tender without assigning any reason thereof.</p> <p>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 in part and / or reject a Tender without assigning any reason thereof.</p> <p>ii) In the event of Part Order being placed, the rate(s) against each of the item(s) constituting the order shall be identical to the rate(s) for the corresponding item(s) quoted in the Price Bid, tender terms and conditions shall also remain unaltered. Irrespective of whether order is placed on part or, on the whole of the BOQ no plea for subsequent withdrawal or the amendment will be entertained.</p>
24	<p><b><u>INSPECTION AND TESTING</u></b></p> <p>Inspection will be carried out by the Manufacturer (SKF / FAG) at supplier's premises before dispatch and corresponding pre-despatch Inspection Report must be supplied along with the materials duly sealed by SKF / FAG.</p> <p>In case of urgency, the materials are required to be delivered by the supplier without inspection by SKF / FAG. The inspection at supplier's premises by SKF/FAG can be waived by Sr.Dy.Manager (P&amp;E) due to exigency of the requirement and in that case inspection will be carried out by Sr. Dy.Manager (P&amp;E) or his authorized representative after delivery of materials at HDC's store.</p> <p>All supplies of successful bidder would be subject to inspection before acceptance by SDM(MM), HDC or his authorized officer at Haldia. In case the material supplied by successful bidder is not found in good condition/suitable, successful bidder shall have to replace it at their own cost &amp; arrangement immediately.</p> <p>Final acceptance and clarification will be done by Sr.Dy. Manager(P&amp;E) or his authorized officer. Any material/part/component, if found defective or not up to the standard quality, shall be forthwith rejected and the small shall be replaced by successful bidder free of cost.</p> <p>The material supplied by successful bidder would strictly conform to the laid down specifications of the tender / order. If necessary, samples from the supplies may be drawn and tested by the Trustees own arrangement or at Government / Government Registered Test House. All charges, in this regard, will be done by HDC / SMPK. However, if the same are found to be inferior to the laid down specifications of tender/order, the materials will be rejected in whole or in part and the supplier shall be debited with the cost of test and rejected materials shall be replaced by successful bidder at their own cost and arrangement.</p>
25	<p><b><u>PAYMENT:</u></b></p> <p>100% payment shall be made through Bank to your account within 30 days of delivery and acceptance of materials and proper documents. Payment would be done through your bank. Maximum two part payment would be allowed.</p>
26	<p><b><u>DELIVERY:</u></b></p> <p>Delivery of materials must be completed within 60(sixty) days from the date of receipt of Order. Materials shall be delivered including unloading by successful bidder at thier cost, risk and responsibility at the Site / Store of Haldia Dock Complex, Haldia.</p>

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27	<p><b><u>PACKING:</u></b> Suppliers shall be responsible for proper packing and delivery of materials in good condition. Materials shall be packed in proper way by the supplier at his own cost and arrangement for protection against damage, loss, leakage, breakage etc.</p>
28	<p><b><u>DESPATCH ARRANGEMENTS:</u></b> Copy of Pre-Despatch inspection report shall have to be submitted by successful bidder for examination by Sr. Dy. Manager(MM) / Sr. Dy. Manager(P&amp;E) or his authorised representative. The supplier shall be fully responsible for any transit loss or damage to the materials. The supplier shall send advance intimation as to the actual date of delivery of each and every instalment of supply. Delivery of materials will not be accepted on Saturday, Sundays and Port Holidays. The authorized representative of the suppliers should be present at the time delivery for jointly noting with the representative of SMPK the discrepancies, if any, regarding the particulars of materials actually delivered against the challans for the same. Delivery will not be accepted if not accompanied with proper delivery challans (in quadruplicate) and other related documents like inspection certificates, etc. No lorry shall be permitted into the protected area during night-time. Detention of lorries, if any, will be on supplier's account. In case <b>e-way bill</b> is required to deliver the materials, suppliers need to arrange themselves for the same through latest online portal.</p>
29	<p><b><u>TRANSIT RISK :</u></b> Transit risk will be on supplier's account since the delivery is to be made on F.O.R. Destination basis.</p>
30	<p><b><u>RISK PURCHASE:</u></b> 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>
31	<p><b><u>DOCK PERMITS :</u></b> The successful Bidder shall have to obtain permits from the office of the Sr. Dy. Manager(MM)/ Sr. Dy. Manager(P&amp;E) or his authorised representative for delivery of materials and Dock Permit or as directed for entry of their vehicles and workers into the Trustees' Stores for unloading and stacking of the material. Such permits shall be issued to the Bidder against receipt of proper application with <b>payment of necessary charges</b> (if any) for the same during normal working hours on any working day.</p>
32	<p><b><u>REJECTION OF MATERIALS:</u></b> Notwithstanding the inspection and passing of materials by Trustees' authorized person, any material found to be defective in quality and not conforming to the relevant specification, shall liable to be rejected and the supplier shall replace the same at his cost and arrangement at the earliest. Notwithstanding the inspection and passing of materials by Trustees' authorized person, any material found to be defective in quality and not conforming to the relevant specification, shall liable to be rejected and the supplier shall replace the same at his cost and arrangement at the earliest. The supplier shall at his own arrangement and cost replace within a period of 1 (one) month of all such defective and rejected materials. Rejected materials shall be at Supplier's risk. They must be collected from the Trustees' Central Store/ site store, H.D.C. within a fortnight from the date of rejection on observing usual procedure on the matter. If the contractor fails to remove such materials, the Trustees shall have the right to dispose of the same and the supplier shall have no claim against the Trustees in respect of the said rejected materials.</p>

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33	<p><b><u>LIQUIDATED DAMAGES:</u></b></p> <p>If the successful bidder (supplier) failed to supply materials during the delivery period, LD will be levied @ ½% per week on the value of the delayed portion subject to maximum of 10% of total basic value of order and GST would be chargeable extra on LD as applicable.</p>
34	<p><b><u>BANNED OR DE – LISTED CONTRACTORS:</u></b></p> <p>Bidders must give a declaration to the effect that they have not been banned or, de-listed by any Government or, quasi – Government agency or, PSU. If a bidder has been banned / de-listed by any Government or, quasi –Govt. agency or, a PSU, the details of any such ban must be clearly stated along with the relevant documents which the Bidder is to enclose together with the Techno-Commercial Bid. Incorrect declaration or, suppression of facts will lead to rejection of the Offer.</p>
35	<p><b><u>FORCE MAJEURE:</u></b></p> <p>In the event of either party being rendered unable by Force Majeure to perform any obligation required to be performed by them under the Contract, the relative obligation of the party affected by such Force Majeure shall, upon notification to the other party, be suspended for the period during which Force Majeure event lasts. The cost and loss sustained by either party shall be borne by the respective parties. The term "FORCE MAJEURE" as employed herein shall mean acts of God, Earth-quake, War, Revolts, Riots, Fire, Floods, Sabotage, Hurricanes/Cyclones and Strikes, excluding strikes by the employees of the Supplier or, their sub- Contractors. Upon 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 7 (seven) days after the alleged beginning thereof, giving full particulars and satisfactory evidence in support of its claim.</p>
36	<p><b><u>JURISDICTION OF COURT :</u></b></p> <p>The contract shall be governed by all relevant Indian Acts applicable within the jurisdiction of High Court at Kolkata.</p>
37	<p><b><u>WORKMEN COMPENSATION :</u></b></p> <p>The successful bidder(s) must cover his employees / workers, who will be engaged for delivery, unloading &amp; stacking job at SMPK's site, under workmen compensation act, fatal accident act and personal injuries insurance act for protection against any injury / accident and shall have to bear all the consequences and cost as applicable as per relevant acts.</p>
38	<p><b><u>GUARANTEE PERIOD</u></b></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 commissioning or, 18 months from the date of delivery &amp; acceptance, whichever is earlier. 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>
39	<p><b><u>CERTIFICATES:</u></b></p> <p>Guarantee Certificate of the supplier &amp; Inspection Report are to be submitted at the time of supply of materials.</p>
40	<p><b><u>PERSONAL PROTECTIVE EQUIPMENT(PPE):</u></b></p> <p>Suppliers and their workmen including driver &amp; helper must use PPE i.e. safety helmet etc. at the time of supply of materials inside the dock premises.</p>

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41	<p><b><u>DEFAULT CRITERIA:</u></b> HDC may serve a written notice of default to the Supplier in case of following situations</p> <ul style="list-style-type: none"> <li>i) If supplier fails to deliver any or all of the materials within the Time period(s) specified in the contract or any extension thereof granted by HDC.</li> <li>ii) Delivery is unsatisfactory as per Tender Terms.</li> <li>iii) If supplier fails/delays to perform any other obligation(s) under the Contract.</li> <li>iv) In either of the above circumstances, does not remedy his failure within a period as specified in contract or such period as HDC may authorize in writing after serving default notice to the supplier.</li> </ul>
42	<p><b><u>GENERAL CONDITIONS OF CONTRACT:</u></b> 'General Conditions of Contract, Forms and Agreements' as sanctioned by the Board of Trustees of SMP, Kolkata for the Port of Syama Prasad Mookerjee is hosted at <a href="http://www.smpportkolkata.shipping.gov.in">www.smpportkolkata.shipping.gov.in</a>. (<a href="https://smpportkolkata.shipping.gov.in/showfile.php?layout=1&amp;lang=1&amp;lid=2531">https://smpportkolkata.shipping.gov.in/showfile.php?layout=1&amp;lang=1&amp;lid=2531</a>). Only those Clauses, Forms or Formats, which are not covered elsewhere in this Tender Document, shall be applicable. Also, for the sake of interpretation of the contents of the Appendices, the terms contained in the main tender document (other than Appendices) including the 'General Conditions of Contract, Forms and Agreements' shall prevail.</p>

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## **9. PREAMBLE TO THE BILL OF QUANTITIES**

**E-TENDER for Supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.**

**TENDER NO: HDC/MM/OT-03/11/29**

- a. 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.
- b. 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.
- c. This being an item wise rate tender, the Bidder shall quote his rates against items as applicable on line based on their own analysis.

**The Tender Price thus established would be taken for comparative evaluation, subject to the relevant provisions of the tender.**

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### **10. BILL OF QUANTITIES (UN-PRICED BID)**

(To be printed on the bidder's Letter Head dully filled scanned and uploaded after seal and signature)

[BIDDERS NOT TO QUOTE HERE]

**E-TENDER for Supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.**

Tender No.: **HDC/MM/OT-03/11/29**

Sl. No.	Description Of Item Bearing No.	Qty.	Unit	Offered Specification (If specification is same please write "Yes" ( No other specification will be accepted)
1	222C	4	Nos.	
2	3309	2	Nos.	
3	6005	5	Nos.	
4	6215	2	Nos.	
5	6302	3	Nos.	
6	6319	3	Nos.	
7	6321	1	Nos.	
8	6328	2	Nos.	
9	7319BJP	3	Nos.	
10	1210K/ 1210C/ H	4	Nos.	
11	222/2208	2	Nos.	
12	N308	4	Nos.	
13	NU2208	2	Nos.	
14	NU2209	2	Nos.	
15	RLS 23V3M(FAG) CRL 40	2	Nos.	
16	29330 E1	2	Nos.	
17	29336	2	Nos.	
18	2208K/ 22208K	4	Nos.	
19	22208	2	Nos.	
20	22216CK	2	Nos.	
21	22240C/ BMB	2	Nos.	
22	RLS-4	2	Nos.	
23	Adapter Sleeve H 308	4	Nos.	
24	Adopter Sleeve H 217	4	Nos.	
25	1217 K	4	Nos.	
26	2208 K	6	Nos.	

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Signature of Tenderer with Office Seal

**11. ANNEXURE-I**

**DECLARATION OF THE BIDDER**

**FORMAT FOR SUBMITTING DECLARATION REGARDING BANNING / DELISTING, BIDDING DOCUMENTS DOWNLOADED FROM WEBSITE, PRICE SCHEDULE, ETC.**

**[To be printed on the bidder's Letter Head duly filled and uploaded after seal & signing]**

To,  
Sr. Dy. Manager (MM)  
Haldia Dock Complex ;  
Syama Prasad Mookerjee Port, Kolkata.

Name of Work:

Procurement of supply and delivery of various types of SKF / FAG makes Bearings & Sleeves (as per tender BOQ) at Haldia Dock Complex.

Tender No.: HDC/MM/OT-03/11/29

I....., the authorized signatory of the .....  
(Name of the Company /Firm) do hereby declare / confirm that :

\* I / We have not been debarred or de-listed by any Government or Quasi-Government Agencies or Public Sector Undertaking in India.

I / We have examined carefully, read and understood the above Terms and Conditions, Specifications and General Conditions of Contract. I / We hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Specifications, Bill of Quantities, General Conditions of the Contract and the Terms and Conditions as stated in the Tender and at rates and prices set out in the annexed Bill of Quantities within the time period as stated in the Tender. In the event of our Tender being accepted in full or, in part, I / we also hereby agree that the said Tender, Specifications, Bill of Quantities, General Conditions of Contract and the Terms and Conditions as stated in the Tender together with the acceptance thereof in writing by or, on behalf of the Trustees' shall form the Contract. I / we have not made any addition / modification / alteration in the Bidding Documents hosted in the websites.

I / We have deposited Requisite Earnest Money.

**OR**

I / We have submitted documentary evidences for Micro & Small Enterprises (MSEs) registered with NSIC (under single point registration scheme) as per tender condition. The offered prices would be given in the "Price Bid (Part-II)" electronically, through the website of E-NIVIDA (<https://kopt.enivida.in>) only.

I / We agree that the period for which the Tender shall remain open for acceptance shall not be less than 120 days.

I/We have not made any addition/ modifications/alteration in the Bidding Documents hosted in the websites.

I/We have submitted all the information applicable as per Annexure-II.

The offered prices would be given in the "Price Bid (section)" electronically, through the Website of E-NIVIDA (<https://kopt.enivida.in>).

Signature of authorized person of the bidder  
(With office seal)

\* In case the firm has been debarred or de-listed by any Government or Quasi-Government Agencies or Public Sector Undertaking in India, then the same should be declared properly, after modifying the sentence, suitably.



**12. ANNEXURE-II**

**BIDDER'S INFORMATION**

(To be printed on the bidder's Letter Head dully filled scanned and uploaded after seal and signature)

**GENERAL INFORMATION OF THE BIDDER**

The bidder must submit the information in this format.

1.	Information regarding bidder's authorized representative(s) / contact person(s)		
	a )	Name(s)	
	b )	Address(es)	
	c )	Telephone number(s)	
	d )	Facsimile number(s)	
	e )	Electronic mail address	
2.	a )	Address of the branch office, if any	
	b )	Name of the contact person at branch office	
	c )	Telephone number(s)	
	d )	Facsimile number(s)	
	e )	Electronic mail address	
3.	Whether the bidder is a Proprietorship Firm or Partnership Firm or Limited/ Pvt. Limited Company		
4.	Details of the Banker(s):		
a )	Name of the Banker(s) in full.		
b )	Address(es) of the Banker(s)		
c )	Telephone number(s)		
d )	Facsimile number(s)		
e )	Electronic mail address		
f )	Name(s) of the contact person(s)		

5.	<b>Bank details for ECS payment :</b>	
	a ) <b>Bank Account number.</b>	
	b ) <b>Name of the bank.</b>	
	c ) <b>Name of the branch.</b>	
	d ) <b>Address of the branch.</b>	
	e ) <b>IFSC code</b>	
6.	<b>Income Tax details (if applicable) :</b>	
a )	<b>Permanent Account Number (PAN)</b>	
b )	<b>GST Registration Number</b>	
7.	<b>Employees' Provident Fund (EPF) Code No., if applicable</b>	
8.	<b>Employees' State Insurance (ESI) Code No., if applicable</b>	

**Signature of Tenderer with Office Seal**

**13. ANNEXURE-III**

**TO INDICATE THE FOLLOWING DETAILS OF GST:**

**(To be printed on the bidder's Letter Head duly filled scanned and uploaded after seal and signature)**

Sl. No.	Description Of Item Bearing No.	HSN Code	GST Rate (In %)		
			CGST Rate	SGST Rate	IGST Rate
1	222C				
2	3309				
3	6005				
4	6215				
5	6302				
6	6319				
7	6321				
8	6328				
9	7319BJP				
10	1210K/ 1210C/ H				
11	222/2208				
12	N308				
13	NU2208				
14	NU2209				
15	RLS 23V3M(FAG) CRL 40				
16	29330 E1				
17	29336				
18	22208K				
19	22208				
20	22216CK				
21	22240C/ BMB				
22	RLS-4				
23	Adapter Sleeve H 308				
24	Adopter Sleeve H 217				
25	1217 K				
26	2208 K				

**Note: GST details of each Tender BOQ item should be submitted.**

**Signature of Tenderer with Office Seal**

**14. ANNEXURE-IV**

**Bidder's Bank Details**

(To be printed on the bidder's Letter Head duly filled scanned and uploaded after seal and signature)

<b>A/c No.</b>	
<b>A/c holder Name:</b>	
<b>Bank Name &amp; Bank Address:</b>	
<b>Branch Name:</b>	
<b>IFSC:</b>	

**Signature of Tenderer with Office Seal**

**15. ANNEXURE-V**

**Check List of Documents to be submitted**

<b>Sl. No.</b>	<b>List of Documents to be submitted</b>	<b>"Yes/No"</b>	<b>Page No.</b>
1	Copy of GST Registration Certificate		
2	Copy of last three financial years Balance Sheet and Profit & Loss A/c. (audited where applicable) as per NIT.		
3	Copy of supply order plus delivery proof as NIT.		
4	Original D.D. towards deposit of EMD & Tender cost.		
5	Duly filed signed stamped copy of 'Commercial Terms & Conditions' of the subject NIT		
6	Duly filed signed stamped copy of 'Un-Priced Bid' of the subject NIT		
7	Duly filed signed, stamped copy of 'Annexure-I, Annexure-II, Annexure-III & Annexure-IV' of the subject NIT		
8	Copy of valid Professional Tax Payment Challan copy (PTPC)/up to dated Tax payment Challan copy (If applicable)		
9	Copy of Valid Trade License (If applicable)		
10	Any other documents (if applicable)		

**Signature of Tenderer with Office Seal**

**ANNEXURE-V**

**PRICED BILL OF QUANTITIES**

**Tender No.: HDC/MM/OT-03/11/29**

**[BIDDERS NOT TO QUOTE HERE]**

<b>Sl. No.</b>	<b>Description Of Item Bearing No.</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Landed Price exclusive of GST On F.O.R. Upto Site/Store of Haldia Dock Complex, Haldia (Rs./Unit)</b>
1	222C	4	Nos.	
2	3309	2	Nos.	
3	6005	5	Nos.	
4	6215	2	Nos.	
5	6302	3	Nos.	
6	6319	3	Nos.	
7	6321	1	Nos.	
8	6328	2	Nos.	
9	7319BJP	3	Nos.	
10	1210K/ 1210C/ H	4	Nos.	
11	222/2208	2	Nos.	
12	N308	4	Nos.	
13	NU2208	2	Nos.	
14	NU2209	2	Nos.	
15	RLS 23V3M(FAG) CRL 40	2	Nos.	
16	29330 E1	2	Nos.	
17	29336	2	Nos.	
18	22208K	4	Nos.	
19	22208	2	Nos.	
20	22216CK	2	Nos.	
21	22240C/ BMB	2	Nos.	
22	RLS-4	2	Nos.	
23	Adapter Sleeve H 308	4	Nos.	
24	Adopter Sleeve H 217	4	Nos.	
25	1217 K	4	Nos.	
26	2208 K	6	Nos.	

**Signature of Tenderer with Office Seal**