



KOLKATA PORT TRUST
MATERIALS MANAGEMENT DIVISION,
6, GARDEN REACH ROAD
KOLKATA – 700023

**PRICE OF THE TENDER
BOOKLET: Rs 50/- (Rupees Fifty
only)**

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Phone No: 033-2409-3078(Ext. 304)
Email : cmm@kopt.in
Website: www.kolkataporttrust.gov.in

TENDER FOR PROCURMENT OF UMBRELLA, GUMBOOT, WATER PROOF COAT WITH CAP For KDS:-
NOTICE INVITING TENDER No.: ADVT/26/16-17/10/III Dated: 20/07/16

TENDER NOTICE

1. Materials Management Division of Kolkata Port Trust invites sealed offers for supply of **Umbrella, Guboot, Water proof coat with Cap** for different Departments of KDS. as per the technical specifications contained here in the tender documents from Manufacturers or their authorized agents/dealers/Distributors/Stockiest .
2. **TYPE OF TENDER:**
This is a **TWO PART** tender. For this the offers shall have to be submitted in **two separate parts namely “Techno-commercial Bid” and “Price Bid”**. The “Price Bid” of only the bidders who’s “Techno commercial Bid” are found satisfactory, will be opened.
3. **SCOPE OF WORK.**
Supply of Accessories as per the details specified here in the tender documents at **Annexure – A**.
4. **Date of Sale & Date of Opening:**
Sale of Tender will start from **.25.07.2016**. and the same will be closed on **16.08.2016**. at **13.00 hrs**.
The tender will be opened on **16.08.2016**. at **14.00 hrs**.
In the event of paucity of offers, the opening date will be extended suitably for which necessary extension notice will be hoisted at the website of KoPT./ CPP Portal.
THE TENDER WILL NOT BE EXTENDED UNDER ANY SITUATION.
For any and all amendments, if any, of the instant tender , such amendments will be hoisted in KoPT’s website /CPP Portal only and no further notification will be made in the newspaper. Accordingly interested bidders are advised to keep close watch on KoPT website, www.kolkataporttrust.gov.in/ CPP Portal i.e. eprocure.gov.in in their own interest.
It is also to be noted that any such amendment will be a part of the instant tender document and will be binding on the bidder and it will be presumed that the bidder has satisfied himself about such amendments hoisted in koPT. Website / CPP Portal.
5. **ELIGIBLE TENDERERS**
Manufacturers or their authorized agents/dealers/Distributors/Stockiest .
 - i) Tenderer having valid credentials for supplies of similar items during last 2 years ending 31st July 2016 for which documentary evidence must be submitted.
 - ii) For authorised dealers/ Agent/Distributors/Stockiest intending to quote, they must submit Current Valid Authorisation Certificate issued by the Principal.

- iii) Tenderers must have Permanent I.T. A/c No, Valid Sales Tax Clearance Certificate/ VAT Registration Certificate & Trade Licence/Factory registration Certificate (as may be applicable) issued by a competent authority.
- iv). Tenderers must have last three years Balance sheet and Profit & Loss A/c. (audited where applicable) ending March, 2016. In case the bidder is unable to submit audited accounts of last financial year, a certificate of turnover issued by the statutory auditor of the company/firm for the previous year, is to be submitted.

The above should be submitted along with the Tender.

6. **Cost and procedure of Procurement / Download of Tender Document:**

Intending Tenderers can procure Tender Documents from the Office of The Trustees' Treasurer, 15, Strand Road, Kolkata – 700 001, on any working day between **25.07.2016** and **16.08.2016** during office hours on payment of **Rs.50/- (Rupees fifty only)** either in cash/Bank Draft/Pay Order drawn on any Nationalized/Schedule Bank having branch in Kolkata payable at Kolkata in favour of **"Kolkata Port Trust"** as price of the Tender Documents.

Alternatively, tenderers can also download the Tender Documents from the KoPT website www.kolkataporttrust.gov.in or from CPP Portal at eprocure.gov.in and in that case they will have to submit the Bank Draft/Pay Order of Rs. 50/- as mentioned above, in a separate envelope.

The tenderer shall bear all costs associated with the preparation and delivery of its tender and the Materials Manager will in no case be responsible or liable for those costs.

The Tender Cost is not refundable.

7. **Submission of Tender.**

Sealed offers super-scribing the tender no., name of work and the name and address of the tenderer will have to be submitted in the tender box kept in the office of the Materials Manager at 6, Garden Reach Road, Kolkata – 700 023 **before 13.00 hrs. of 16.08.2016**. The Techno-commercial bids will be opened on **16.08.2016 at 14.00 hrs.** in presence of such interested tenderers or their authorized representatives who may wish to remain present during the opening of offers.

The Price Bids of the firms short listed on the basis of techno-commercial bid will be opened on at a later date for which intimation would be sent to short listed offerers and / or an insertion will be made in KoPT's website, in presence of such interested short listed tenderers who may wish to remain present during the opening of offers.

8. **Critical Dates & Time**

Publish Date	25.07.2016 10.00 Hrs.	Bid Opening Date	16.08.2016 14 Hrs.
Document Download/Sale Start Date	25.07.2016 11.00 Hrs.	Document Download/Sale End Date	16.08.2016 10 Hrs.
Clarification Start Date	NA	Clarification End Date	NA
Bid Submission Start Date	26.08.2016 11.00 Hrs.	Bid submission End Date	16.08.2016 13 Hrs.

In the event of any unforeseen closure of work/holiday on any of the above days the same will be opened/held on the next working day without any further notice.

9. **Earnest & Security Deposit**

The tender is subject to Bid Security (**Earnest Money**) of **Rs.3814.00 (Rupees Three Thousand Eight Hundred Fourteen Only)** for details; please see the relevant clauses at **Annexure – A**.

Under no circumstances, earnest money deposit or the tender cost would be accepted in cash at Materials Management Division.

10. The Materials Manager reserves the right of accepting or rejecting any offer partially or wholly without assigning any reason thereto.

Sd/-
(A.V. Ramana)
Chief Mechanical Engineer

Annexure-A

(a) Instructions to Bidders

TENDER No.: **ADVT/26/16-17/10/III** Dated: **20.07.16** Opening on **16.08.2016**.

1. TENDER DOCUMENTS

The tender documents shall include inter alia.

Special Condition

- a) In a tender, either the Indian agent on behalf of the principal/ O.E.M or Principal/ O.E.M itself can bid but both can't bid simultaneously for the same item / product in the same tender.
- b) If any agent submits bid on behalf of the Principal/O.E.M the same agent shall not submit a bid on behalf of another Principal/ O.E.M in the same tender for the same item /product.

Notice Inviting Tender.

1. Annexure – A

- a. Instruction to Bidders.
- b. Conditions of Tender.
- c. Schedule of Requirement.
- d. Contract form.
- e. Other forms: -
 - Expressed undertaking by the Bidder -Form 1
 - General Particulars of the Tenderer- Form 2
 - Application for deposit of earnest money - Form 3

2. Price Schedule.

2. PREPARATION OF TENDERS This is a two bid tender.

Documents comprising the Tender: The tender prepared shall comprise of the following Components (enclosed in sealed covers)

Inner cover -1 - Containing i,ii,iii,iv (i,e Techno-Commercial bid only).

Inner cover - 2 - price bid only.

Inner cover -1

(i). **"Techno-Commercial Offer"** in accordance with the Technical Specifications indicated in the Tender Documents at **Annexure A**.

(ii). **"Earnest Money Deposit"** of Rs. **3814.00 (Rupees Three Thousand Eight Hundred Fourteen Only)** in the form of Bankers Cheque or Pay Order or Demand Draft from any of the Nationalized/Schedule d Bank having branch in Kolkata drawn in favour of **"Kolkata Port Trust"** or Treasury Receipt of the deposit issued by the Treasurer, Kolkata Port Trust, as the case may be.

(iii) **"Tender cost"** of Bankers Cheque or Pay Order or Demand Draft from any of the Nationalized/Scheduled Bank having branch in Kolkata drawn in favour of **"Kolkata Port Trust"** of Rs. 50/- (Rupees fifty only) as the cost towards purchase of Tender document (applicable for downloaded NIT only) or Treasury Receipt of the deposit issued by the Treasurer, Kolkata Port trust, as the case may be.

All Bankers Cheque or Pay Order or Demand Draft should be drawn in favour of "Kolkata Port Trust" on Nationalized/Schedule Bank having branch in Kolkata.

Exemption: The firms registered with NSIC Ltd. or MM Division for the items tendered for are exempted from submission of tender cost.

(iv) "Pre-qualification Documents" Containing:

a. Documentary proof of satisfactory completion of supply of such articles to Govt./PSU/ Public Ltd. Companies. In the client's letterhead mentioning clearly value of the work order and dates of completion of such jobs. The documents must contain name, address, telephone numbers and e-mail address of the authority issuing such certificates. Relevant copies of work order and corresponding Receipted challans or Tax invoices should be submitted in support of satisfaction execution of such supplies.

b. Copy of last three years Balance Sheet and Profit & Loss A/c. (audited where applicable) ending March, 2016. In case the bidder is unable to submit audited accounts of last financial year, a certificate of turnover issued by the statutory auditor of the company/firm for the previous year, is to be submitted.

c. Current Valid Authorisation Certificate issued by the Principal in case of Authorised Dealers, etc.

Price Schedule

TENDER No Advt./26/16-17/10/III DT.20.07.16 Opening on 16/08/16

SL No.	Item Code No	Unit	Description	Quantity	Rates in Figure (in Rs.)	Rates in Words (in Rs.)	% of vat(ex tra /inclus ive)	Total Value (in Rs.)
1.	1111495	16	Gum Boot. Size: 5no.= 2 pair, 6no.= 18 pair,7no.= 42 pair,8no.= 62 pair, 9no.= 21 pair,10no.= 16 pair,11no.= 5 pair,	166 pair				
2.	1101080	14	Waterproof Coat with Cap (good quality) single texture two side pocket free plastic button,complete with belt and buckle. size-length-48",chest 50" waist 50",flat chest 25",put 9 1/2",sleeve 34", skirt 56", sleeve width 18".	395 n os.				
3.	1101060	14	Umbrella (ordinary) with bamboo handle in black colour with good quality waterproof nylon cloth of fast colour free from any leakage.	35 nos.				

PRICE TO BE QUOTATED HERE

Signature of the Tenderer/s

Date:

Rate of Vat: -

Extra/included.

Seal

Any other charges:-