



कोलकाता पोर्ट ट्रस्ट  
KOLKATA PORT TRUST  
हल्दिया गोदी परिसर  
HALDIA DOCK COMPLEX  
सामग्री प्रबंधन प्रभाग  
MATERIALS MANAGEMENT DIVISION



Jawahar Tower, 2<sup>nd</sup> Floor,  
P.O.: Haldia Township,  
Dist.-East Midnapore,  
PIN-721607.  
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जवाहर टॉवर, 2 तल, पी.ओ: हल्दिया  
टाउनशिप, जेला: पूर्व मिदनापुर, पिन  
721607.

No: HDC/MM/LT- 39 /23/ 251 / ENQ/ 42

Dated : 11.01.2019

M/s. \_\_\_\_\_

\_\_\_\_\_

Dear Sirs,

**Sub : Tender Enquiry for supply and delivery of 1.5 TR High Wall Split type Air Conditioners to Haldia Dock Complex .**

Sealed Tenders are invited from the Authorized Dealers/ Distributors/ Stockists/Channel Partners of the following brand of Air Conditioners : **DAIKIN/ HITACHI/ BLUE STAR/ CARRIER/ VOLTAS.**

**Single Part Bid** tender enquiry for subject work is to be submitted indicating the price and GST rates etc. in accordance with the attached terms and conditions of tender and detailed Bill of Quantities. **Please sign and submit the enclosures** containing details with price as mentioned in Bid Document **consisting of 03 pages.**

**The bid should be submitted in sealed envelope. The Sealed envelope should be super scribed with Tender Enquiry No., Name of work & Bidder's Name & Address.**

LAST DATE OF SUBMISSION OF TENDER IN SEALED ENVELOPE	:	18/01/2019 UP TO 15:00 HRS., AT MM DIVISION, 2 <sup>ND</sup> FLOOR, JAWAHAR TOWER, HALDIA DOCK COMPLEX, PIN – 721607.
OPENING OF THE TENDER	:	18/01/2019 , 15:30 HRS. ONWARDS
TIME OF COMPLETION OF WORK	:	15 (FIFTEEN) DAYS FROM THE DATE OF RECEIPT OF ORDER BY THE SUPPLIER

In case there is an unscheduled HOLIDAY / BANDH / STRIKE on the prescribed last date of submission and opening of Bid, the next working day will be treated as the scheduled prescribed day for the same.

Representative of the bidder may be deputed to attend the Tender Opening on the aforesaid time and date.

Thanking you,

Yours faithfully,

**Encl:** As stated above.

(S.S.K.Hassan Imam),  
Asstt. Manager (MM),  
For Sr. Dy. Manager(MM),  
Haldia Dock Complex.

**Commercial Terms & Conditions**

1.	<p><b><u>PAYMENT:</u></b> Payment will be made within 30 (thirty) days of receipt of materials in good condition and satisfactory acceptance of the same by the authorized officer of P&amp;E Division, HDC at site/store. The bill should be accompanied with <b>Inspection Report, Test Certificate of the Manufacturer and Guarantee Certificate of the Supplier.</b></p> <p>Payments shall be credited to supplier's bank account through ECS/NEFT/RTGS mechanism at all centers where such facilities are available in the bank. Accordingly bidders are requested to submit their bank Account No with the name and address of the bank along with the branch name and code number in the bill.</p>
2.	<p><b><u>INSPECTION :</u></b> Visual inspection will be carried out at site store after delivery of the materials by the authorized representative of Sr. Dy. Manager (P&amp;E). <b>During inspection, Manufacturer's Test Certificate and Guarantee Certificate of the supplier must be available.</b> The inspection by the authorized representative of Sr. Dy. Manager (P&amp;E) shall not relieve the successful bidder of his obligation for supplying the materials in accordance with specification.</p>
3.	<p><b><u>VALIDITY :</u></b> The tender shall remain open for acceptance for a period of 90 days from the date of opening of techno-commercial bid.</p>
4.	<p><b><u>SECURITY DEPOSIT:</u></b> The Successful bidder will have to deposit 5% of the basic value of the contract as Security Deposit within 15 days from the date of receipt of Order. If the successful bidder fails to deposit the same, 5% of the basic value of the contract would be deducted from the payment and the same would be converted as Security Deposit. The Security Deposit shall be refunded, without interest, after the successful execution of the order and completion of guarantee period which is 12 months from the date of acceptance.</p>
5.	<p><b><u>EVALUATION CRITERIA :-</u></b> Evaluation will be made on the lowest (L1) rate quoted against individual item, excluding GST, among the techno-commercially qualified bids subject to the fulfillment of necessary Tender conditions.</p>
6.	<p><b><u>DELIVERY :</u></b> <b>Delivery of the materials must be completed within 15 (Fifteen) days</b> from the date of receipt of order by the supplier. <b>Materials shall be delivered at Township Electrical Maintenance office under P&amp;E Division, P.O.: Haldia Township, PIN: 721607.</b> The materials should be packed by you at own cost and arrangement for protection against any damage, loss, breakage or leakage etc.</p>
7.	<p><b><u>GST:</u></b> Prevailing rate in % of GST to be mentioned clearly. GST would be applicable extra. Please note that we do not issue any Declaration Form for concessional Sales Tax. GST Registration Certificate is to be submitted by the bidders.</p>
8.	<p>Authorized Dealers/ Distributors/ Stockists/Channel Partners of the following brand of Air Conditioners : <b>DAIKIN/ HITACHI/ BLUE STAR/ CARRIER/ VOLTAS have to submit their authorization certificate.</b></p>

Date: .....

\_\_\_\_\_  
Signature of Tenderer with Office Seal

**Commercial Terms & Conditions**

9.	<p><b><u>LIQUIDATED DAMAGES:</u></b></p> <p>If the successful bidder (supplier) fails to complete the entire supply within the stipulated date, or such extension thereof, as communicated by the Sr. Dy. Manager (MM) in writing, the supplier shall pay, as compensation (Liquidated Damage) to the Trustees and not as a penalty, @½ % (half percent) of the total Landed Cost (excluding GST) of the portion of supply, which is delayed, for every week delay in supply (part of the week being treated as a full week). Provided always that the amount of such compensation shall not exceed 10% of the total Landed Cost (excluding GST) of the order.</p> <p>Without prejudice to any of their legal rights, the Trustees shall have the power to recover the said amount of compensation / damages as stated above, from any money due or, likely to become due to the supplier. The payment or deduction of such compensation / damages shall not relieve the supplier from his obligation to complete the supply order or, from any of his other obligations or liabilities under the contract.</p> <p>GST on L.D. amount as per law time being in force, shall be levied.</p>
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**DECLARATION BY THE TENDERER**

I / We have carefully read and understood the terms and conditions and specifications of materials and other details set out in the enclosed Tender Enquiry Document. I/We confirm that all laid down terms and conditions have been accepted by me/us and I/We agree that I /We shall be bound by the said terms and conditions.

I / We hereby declare that I / We have not been banned or, de-listed by any Government or Quasi-Government Agency or Public Sector Unit.

I/ We would be held responsible for any incorrect declaration or suppression of facts by me/ us and I / We am / are aware that this may lead to rejection of the Offer.

Date : \_\_\_\_\_

\_\_\_\_\_  
**Signature of the Tenderer with seal**

**Full Name** :

**Address** :-----

:-----

:-----

:-----

**Contact No.** :-----

**E-mail id** :

**TENDER NO. HDC/MM/LT-39/23/251/ENQ/42 dated 11.01.2019**

**PRICED BILL OF QUANTITIES**

**NOTE: PRICE TO BE QUOTED IN THIS PART**

Sl. no.	Description of the items	Quantity	Unit Landed Rate on F.O.R. upto HDC's Store at Haldia basis excluding GST) ( in Rs.)	Total Landed Cost, excluding GST ( in Rs.)
1.	<p>Supply and delivery of 1.5 TR Split type Air Conditioners having following specification:</p> <p>i)The Air-Conditioner units shall be of <b>High Wall Split type with Rotary Compressor, compatible with eco-friendly refrigerant R410A, having 3 Star BEE rating ( with remote control).</b></p> <p>ii) The cooling coils of indoor units and condenser coils of the outdoor units should be of copper only.</p> <p>iii) The Air Conditioner units shall be supplied with copper refrigerant pipe (standard length of 3.0 running metre) &amp; electric wire ( standard length of 3.0 running metre), between outdoor unit &amp; indoor unit, and standard length of drainage pipe.</p> <p>iv) The Air-Conditioning units should be compatible with operation at rated power supply of Single Phase, 230 V +/- 10 %, 50 Hz.</p> <p>Make / Brand of Air Conditioners would be: <b>DAIKIN/ HITACHI/ BLUE STAR/ CARRIER/ VOLTAS</b></p>	<b>17 Nos.</b>		

➤ **Rate of GST ( applicable extra):** ----- %

➤ **GSTIN of the Bidder:**

Date: .....

\_\_\_\_\_  
**Signature of the Tenderer with office seal**