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Department

Syama Prasad Mookerjee Port, Kolkata

श्यामा प्रसाद मुखर्जी पोर्ट, कोलकाता

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TENDER DOCUMENT

For

Furniture repair works in officers' and crew accommodation of MV Sarojini

Notice Inviting Tender No.:- MRN/ES/936/174 dt 19.07.2021

Estimated Value of Tender : Rs.10,86,650/-

Last date for submission of offer – on 06.08.2021 at 1400 hrs.

Director, Marine Department

Cost of Tender Document: ₹ 1500/- + GST

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TENDER DOCUMENT
Syama Prasad Mookerjee Port, Kolkata
KOLKATA DOCK SYSTEM

SCHEDULE OF TENDER (SOT)

NIT NO.	MRN/ES/936/174 dt. 19.07.2021
Tender Authority	Director, Marine Department Representative- (Engineer Superintendent)
Mode Of Tender	e-Procurement System (Online single part Techno-Commercial Bid and Price Bid through e-nivida Portal https://SMP,Kolkata.enivida.in/ The intending bidders are required to submit their offers electronically through e-tendering portal. No physical tender is acceptable by SYAMA PRASAD MOOKERJEE PORT, KOLKATA
Date of NIT available to parties to download	20.07.2021 at 1500 hrs.
Date and time of Pre-Bid Meeting and site inspection	26 .07.2021 at 1100 hrs. At Engineer Superintendent Office, 4, Garden Reach Road,Kolkata-700023
i) Estimated Cost Of Work	Rs.10,86,650/-
ii) EMD (Earnest Money Deposit)/ Bid Security	In place of EMD, the bidder is required to submit a "Bid Security Declaration" (D1) accepting that if they withdraw or modify their bids during period of validity etc., they will be suspended for three years.
iii) Tender Document fee (nonrefundable)	The intending bidder also should submit the tender fee of Rs 1500/- (Rupees one thousand five hundred only) excluding GST to Syama Prasad Mookerjee Port, Kolkata separately as per tender stipulation. The original Bank Drat/Banker's cheque /Pay Order shall be submitted within 3 days from the closing of on line submission of tender.
v) Railtel Tender Processing Fee(Nonrefundable) Mode of Payment:- E-payment Only through Debit/Credit Card or Net Banking.	TPF- 0.1% of estimate cost (Minimum 750/- Maximum 7500/-+GST Registration Charges Rs2000/- +Applicable GST Per Year
Last date of submission of Tender Document Fee	up to 06.08.2021 on 1400 hrs.

Date of Starting of e-Tender for submission of online Techno-Commercial Bid and price Bid at e-nivida Portal	26.07.2021 at 1400 hrs.
Date of closing of online e-tender for submission of Techno-Commercial Bid & Price Bid.	06.08.2021 on 1400 hrs.
Date and time of opening of Techno-commercial Bid and Price Bid	09.08.2021 at 1100 hrs.

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

ANNEXURE – A

Important Instructions for e-Tender:

This is an e-procurement event of SMP, KOLKATA. The e-procurement service provider is e-nivida Portal. You are requested to read the terms & conditions (Annexure- B) of this tender before submitting your online tender.

1. Process of E-tender:

2. Registration: The process involves vendor's registration with e-Nivida Portal <https://SMP,Kolkata.enivida.in/>.

Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Technical Bid as well as Commercial Bid over the internet: The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a P.C. connected with Internet.

Contact Persons (Syama Prasad Mookerjee Port, Kolkata):

1.Sri Parameswar Mahapatra(Engineer Superintendent)

Phone:9434036788

E-Mail:pmahapatra@kolkataporttrust.gov.in

2.Sri Joy Biswas (Dy. Engineer Superintendent)

Phone:9051604646.

E-Mail:biswas.j@kolkataporttrust.gov.in

Contact Persons(e-NIVIDA Portal)

1.Phone No. 7278929467/8448288981

e-mail-enividahelpdesk@gmail.com/ewizardkumar@gmail.com

1. System Requirement:

- Windows 7 or above Operating System
- Google Chrome
- Signing type digital signature.

2. Both the Techno-commercial Bid and Price Bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can witness electronic opening of bid.

3. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.

4. E-tender cannot be accessed after the due date and time mentioned in NIT.

5. Any order resulting from this tender shall be governed by the terms and conditions mentioned therein.

6. No deviation to the technical and commercial terms & conditions are allowed.

7. 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.

8. The bid will be evaluated based on the filled in technical & commercial formats.

9. A declaration in this regard is to be made by the bidder stating, "He 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 with the said document, GCC, Corrigendum and Addenda".

10. Bidding in e-tender: Page 6 of 41

a) Bidder(s) need to submit necessary Tender fees and Transaction fees, to be eligible to bid online in the e-tender. Tender fees and Transaction fees are non-refundable.

b) The process involves Electronic Bidding for submission of Technical and Commercial Bid.

c) During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.

d) The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.

e) All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply.

The successful bidder shall be called hereafter CONTRACTOR.

f) It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.

g) Buyer 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. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.

h) Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

11. Necessary addendum/corrigendum (if any) of the tender would only be hoisted in the e-Envida Portal and SMP, Kolkata website.

12. 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.

13. The bid will be evaluated based on the filled-in technical & commercial formats.

14. The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, punitive action including suspension and banning of business can also be taken against defaulting bidders

TENDER NOTICE:

TENDER for Furniture repair works in officers' and crew accommodation of MV Sarojini

NOTICE INVITING TENDER No. MRN/ES/936/174 dt. 19.07.2021

E-Tender is invited from reliable, bonafide & experienced agency with required experience as per Prequalification criteria stipulated in Tender Document for "Furniture repair works in officers' and crew accommodation of MV Sarojini" as per Bill Of Quantities The Bid Document may be seen from the <https://SMP,Kolkata.enivida.in>. Corrigenda or clarifications, if any, shall be hoisted on the above mentioned website only. The tender is also published on SMP,Kolkata website (www.smpportkolkata.shipping.gov.in).

Terms and Conditions of Tender

1. Pre-qualification Criteria of the Bidders

1.1	Estimated Value	Rs 10,86,650/-
1.2	PRE-QUALIFICATION CRITERIA : Firms must not be blacklisted by any PSU on date of application.	
1.3	Technical Criteria	A. Must have successfully carried out similar works viz ship repair/ship building/carpentry works having proven record of hull, deck and structural works, engine, machinery repairs, wooden furniture works in course of last 7 years and must have own workshop facility for carrying out such repairs/Survey work. B. Successfully completed at least 3 ship repair/ship building/ carpentry works having components under (A) each costing not less than 40% of the estimated value put to tender or 2 works each costing not less than 50% of the estimated value for the work or 1 work costing not less than 80% of the estimated value put to tender during last 7 years ending on 31.03.2021.
1.4	Financial Criteria	Average annual turn over for the last 3 Yrs ending on 31.03.2020 should be at least 30% of the estimated value put to tender.
1.4(a)	GST Registration No of SMP,Kolkata-19AAAJK0361L1Z3	
1.5	Tender Fee	₹ 1500/- (non-refundable) plus GST 18%.
1.6	Downloading of Tender Document	Bid Document may be downloaded from Syama Prasad Mookerjee Port, Kolkata website smpportkolkata.shipping.gov.in / e-NIVIDA Portal for Corrigendum or clarifications, if any, shall be hoisted on the above mentioned websites only.
1.8	Date and venue of Inspection of the vessel	Inspection of the vessel will be held at or NETAJI SUBHAS DOCK Dry Dock. For the purpose of inspection, willing tenderer shall have to assemble at the office of the Engineer Superintendent Section. 4, Garden Reach Road, Kolkata- 700 023 within 1100 hours on 26.07.2021.

	followed by Pre-Bid meeting	Addition/alteration / deletion of the content of this tender document, if any, arising out of the aforesaid meeting shall be uploaded for intimation of the tenderer. No separate communication to any tenderer shall be made.
1.9	Tender Validity	180 days (minimum) from the date of opening of (Techno-Commercial & Price Bid).

Work experience as a subcontractor or supply contractor shall not be considered as requisite qualification.

The Tenderer shall have to upload documents (certified copy), viz. order letter and proof of execution to establish his credentials.

SCOPE OF WORK

The work is mainly related to the furniture repair of officers' and crew's accommodation of MV Sarojini. Repair of wooden chairs, entrance door closer, wooden wardrobe, wooden almirah, drawer, bathroom doors, tables, vinyl flooring, aluminum door frame, steel wardrobe lock and some supply items like mattresses etc.

INTRODUCTION OF WORK

During the process of Dry dock and Special Survey repair work of MV Sarojini, it has been observed that there would be few more furniture repair work in officers' and crew accommodation has been cropped up which are not included in the BOQ of Sec. A. SMP, Kolkata desire to get the work executed in shortest possible time and in most economical manner during this dry dock/survey repair.

1. General information of the vessel:	MV Sarojini
Year of built	- 2002
Length Overall	- 55.00 mtr
Breadth moulded	- 10.6 mtr
Draft	- 3.1 Mtr
GRT	- 1126

Accordingly Bill of Quantities are prepared. Some addl. works as may be considered necessary may be required to be carried out over and above the BOQ only if recommended by the surveyor for the purpose of certifications of the vessel or by Engineer of the contract for smooth operation of vessel for next 4 years of survey cycle.

Interested firms are advised to inspect the vessel thoroughly prior to submission of bids.

DETAILED INSTRUCTIONS TO TENDERER

1.The Tenderer shall carefully examine all the terms & conditions of Tender and the Technical Specifications. All costs, charges and expenses that may be incurred by the Tenderer in connection with preparation for submission of the offer shall be borne by him and the Trustees accept no liability whatsoever thereof.

2.The Tenderer, before submitting their offers, must inspect the vessel thoroughly to assess the quantum of work in totality and should submit their offers in a comprehensive manner as per the

vessel's condition. Should there be any doubt or ambiguity as to the meaning of any part of the Tender Document or if any part/specification is found to be inconsistent in its meaning for the purpose of bidding and for successful completion of work or if any further information/clarification is required, the Tenderer must address his inquiry in the pre bid techno commercial quarry.

3.The Indian Contract Act and all other relevant Acts for execution of the work shall govern the contract and all payments due to the Contractor under the Contract, shall be made in Indian Rupee Currency.

4.In the event of any dislocation on any of the scheduled dates or such date declared as Holiday or Bandh, the scheduled event will be held on the next working day at the same time . No separate intimation for such change will be issued.

5.Tender will not be extended under any situation,once the due date is over. Any change in the tender document or minutes of pre-bid meeting or rescheduling of dates other than the provision at 4 above, at any stage before the date of submission,would be uploaded to the SMP,Kolkata website/e-NIVIDA Portal and all Tenderers should refer the same prior to submission of offer to make their offers complete in all respect. SMP,Kolkata will not be bound to intimate any bidder individually.

6.It is to be noted that the Priced Bill of Quantities, shall not contain any condition whatsoever. Any condition imposed shall make the Tender liable for out-right rejection.

7.The Tenderer shall quote the offered price appropriately only in the "PRICE BID". Quoting the price anywhere else, in any other form or manner will make the offer liable for outright rejection.

8.The Tenderer shall submit complete tender and the same shall be without alterations, interlineations or erasure effect except those to accord that instructions issued by SMP,Kolkata or as may be necessary to correct errors made by the Tenderers. Person or persons signing the tender shall put their initial against all such cancellations, alterations or amendments. If any discrepancies found in figures and words while reading the price in the Bill of Quantities, the price quoted in words shall supersede the figures. In the event of any difference between the unit price and the total price stated therein, the unit price should be reckoned as the correct one. If any bidder fails to quote against any item, the value of the same would be assumed to be zero, deemed to have been included and no additional payment for the same would be considered by SMP,Kolkata.

9.All the tenderers must submit a covering letter as per **(annexure IV)** conspicuously mentioning on their techno-commercial cover for which they are submitting their offer along with declarations with a letter-stating acceptance of all terms and conditions without any deviation and declaration that the firm is not blacklisted/debarred/delisted by any Govt or Quasi Govt agencies or PSU on date of application.

10. Check list duly filled in.

11. MODE OF SUBMISSION OF BID

The tenders are to be submitted in one part only i.e. Techno Commercial Bid & Price Bid without any condition and deviation.

11.1 Part-I (Techno Commercial) will contain the following documents-

- a) Brief particulars of the firm.
- b) Current Trade License, PAN.
- c) GST Registration Certificate.
- d) Audited balance Sheet and Profit & Loss A/c for last 3 years (i.e. 2017-18 , 2018-19 & 2019-20)
- e) Details of similar works previously carried out by the firm with value of the work. Reference Pre-qualification Criteria of clause no.1.3 & 1.4.
- f) Original Bank Draft/Pay Order/Banker's cheque/Treasury receipt regarding Tender fee/ NSIC.
- g) Managerial & Supervising set up which will be used for carrying out the scheduled works and acting liaison with SMP,Kolkata representatives.
- h) Certificate/declaration of complying with the Workmen Compensation Act & Minimum Wages Act
- i) Copy of ESI Registration certificate. In case the firm is not covered under ESI Act or exempted, they should furnish necessary documents along with an Affidavit (as per **Annexure I**) in original affirmed before a 1st Class Judicial Magistrate in a Non Judicial Stamp Paper worth Rs 10/- to that effect as per enclosed SMP,Kolkata approved format. In addition to that the tenderer must indemnify SMP,Kolkata against all damages and accidents occurring to their staff in a Non Judicial Stamp paper worth Rs 50/- as per enclosed format (**Annexure II**).
- j) The Tenderer shall give a declaration that they have not been debarred or de-listed by any govt. or Quasi-Govt. agencies or PSUs in India (**Annexure-III**).
- k) The Tenderer shall submit a covering letter as per (**Annexure-IV**)
- l) Copy of Provident Fund Registration Certificate and latest EPF challan.
In case they are exempted under Provident fund act,they would furnish necessary documents issued by appropriate authority along with an affidavit affirmed before a first class judicial magistrate to the effect as per enclosed proforma (**Annexure-V**)
- m) Firms would require submitting the bar chart for the entire items of work under BOQ for the section participated.
- n) All payments due to the contractor under the contract shall be made in Rupee currency through ECS. No foreign exchange is payable on this contract. All payments like refund of Earnest Money, Security Deposit and all bills of contractor will be paid through ECS. For this purpose, following details are to be furnished by the Contractor while raising the first bill:-
 1. Name of the bank :-
 2. Name of the Branch with Code No. :-
 3. Bank account no. :-

4. Type of account : - Saving/Current/Cash Credit
(Strike out whichever is not applicable)

5. MICR & IFSC Code No. :-

The account shall have to be with a bank within the ECS zone prescribed by the RBI.

o) UNDERTAKING:

The bidder shall submit following unconditional undertaking while submitting the bid using digital signature.

“The bidder has fully read and understood the entire Tender Document,GCC and Addenda,if any downloaded from under the instant e-tender and no other source,and will comply to the said document,GCC and Addenda.”

With this, there will be no necessity to upload signed bid document and GCC.

11. 2 Part-II (Price Bid) shall be submitted strictly as per the enclosed SMP,Kolkata format (i.e. BOQ) without any condition and deviation.

CONDITIONS OF TENDER

1.The repairer will have to work on all days, including Sundays / Holidays round the clock to ensure completion of work within the stipulated repair time given hereinafter.

2.The rates quoted in the tender shall hold good and be binding on the tenderer for a period of 180 days (minimum) from the date of opening of the Tender.

3.No price escalation is applicable for the work.

4.Evaluation will be made on the basis of summation of costs of all items under BOQ by adding lump sum costs as well as item wise unit rate multiplied by quantity specified for evaluation and will be awarded to the lowest bidder having techno commercially qualified. The quantity above may increase or decrease as per requirement, for which payment will be made as per actual.

5.The tenderers shall distinctly understand: -

a) That the contractor will be strictly required to confirm to the General Conditions of Contract attached as annexure and Specifications as contained in each of its clauses and the plea of “Custom Prevailing” will not in any case be admitted as an excuse on his part for infringing any of the conditions.

b) That he shall refrain from sending revised or amended quotations after the closing date and time of the tender.

c) All works should be carried out as per drawings available with SMP,Kolkata, relevant code and standard engineering practices.

d)That acceptance or non-acceptance of any one of the terms and conditions, herein stated before, shall be clearly mentioned. ‘Non-acceptance and/or non-compliance of any of the above terms and conditions may render the tender liable to rejection.

e) **Subcontracting of additional work.**

If any additional items of work crops up during repair which is specialized in nature & may require specialized services of outside agencies quotation from reputed firms competent for the subject work to be submitted in sealed covers. (However for such works OEM is always preferable). In such cases subcontracting of work shall be allowed with prior approval of SMP,Kolkata on the basis of competitive rates as may be applicable, and payment shall be made on the basis of subcontractor's bill plus 10% as overhead charges as profit.

Rates are also requiring to be filled up for the items of work not to be considered for evaluation in the attached annexure. It shall be binding on the qualifying party to accept the lowest quoted rate by any of the party for each of the item under such head and shall be operated up on if required.

f) Compliance of Labour Act:

The Contractor should comply with the contract Labour (Regulation and abolition) Act 1970, including compliance of Employee's State Insurance Act (if applicable), workmen compensation, minimum wages Act 1948 and employer's (contractor being the employer) Insurance and any other laws enforce as on date. No conveyance or compensation to the tenderer's labour sustaining injuries or in case of death, in connection with the work or else shall be given by the Trustees.

g) Interpretation of Contract, Document, Disputes therein and Arbitration (This supersedes GCC Clause No 4.1 item 7 and GCC Clause No 10.0)

This contract will be governed by Indian Law. In case of any dispute or differences arise in relation to the contract (before, during or after completion or abandonment of work or during the extended period thereafter) the same may be referred to the Arbitration as per provisions of Arbitration Conciliation Act, 1996.

Evaluation of tender & Distribution of work:

Tender will be evaluated in two sections separately and offer the work to the lowest technically acceptable tenderer on the basis of summation of rates under the section in order to ensure completion of work in the shortest possible time.

Re-organization of work under two sections: -

The tenderers are also requested to identify such items of work not covered under the bill of quantities but may crop up during working, in order to bring down the unforeseen items of work to the barest minimum. Such suggestions of addition/alteration shall have to be detailed clearly in the pre bid techno commercial discussion.

SPECIAL CONDITIONS OF CONTRACT (Commercial Specification)

1.The Tenderers are requested to inspect the vessel at KDS/NSD thoroughly in order to assess the volume of work and to quote their prices against each item of work of defect list cum bill of quantities. Wherever lump sum value has been asked for any item of job in Bill of Quantities, the tenderers shall quote strictly lump sum rates for the entire job in that item. Payment for renewal of spares (except consumables) would be paid extra if not mentioned in the description of work in the bill of quantities. Wherever the unit rates have been asked for the tenderers shall quote the unit price. The quantities shown against such items are for evaluation purpose. Payment will be made as per actual quantity of work executed and duly certified. No dispute in this regard at a later stage will be entertained.

2.Electric power at berth/dry dock will be supplied to the contractor by SMP,Kolkata to the extent possible as per requirement on chargeable basis from the nearest available source.

Rate will be charged as per maximum slab of M/s CESC Ltd. for L.T. power supply prevailing at the time of execution. However, the contractor shall indicate in advance the required load and nearest source point at their own expense. The electrical work is to be carried out as per relevant rules under supervision of SCC Holder Supervisor.

Additional local illumination, over & above the existing illumination is to be arranged by the Contractor, if required, at their own cost and arrangement.

The tenderer are requested to indicate the No. of electrical points and power required in their technical cover i.e. Cover No.1 for the dry dock and afloat repairs separately. The contractor should comply with the provision of Indian Electricity Act, Central Electricity Regulation from time to time. Due care shall be taken in ensuring that their electrical contractors engaged only the competent persons holding national certificate/supervisor certificate of competency issued by Directorate of Electricity, Govt of West Bengal or equivalent. Temporary power supply shall be given only after receipt of self declaration/certification by the contractor's competent person regarding compliance to statutory safety norm as applicable for the equipment they proposed to use.

3. Entry permits for the workmen and officials of the contractor shall be provided by SMP,Kolkata free of cost,formalities shall be the responsibility of the contractor.However,one time registration charge for each individual shall have to be paid by the contractor at the rate prevailing at the time of registration.

4. Unfiltered Fresh water at berth dry dock/slipway will be supplied free of cost by SMP,Kolkata from nearby hydrants.

5. Dry dock & Afloat repair birth will be made available to the repairer free of cost for the stipulated period. In case the dry dock as well as the Afloat repair stay is delayed due to reasons attributable to the contractor,the Dry dock & Afloat repair birth charges as per relevant scale of rate of SMP,Kolkata will be deducted from the contractors Bills.

6. In case of requirement of re-dry docking of the vessel within the Guarantee period due to fault on the part of the Contractor in carrying out the repairs of the vessel, all charges for rectification of the defects including docking/undocking & dry dock/slipway charges, crane facility, etc. shall be payable by the Contractor.

7. The contractor would be required to arrange for the security of their own equipments etc. during working period.

8. In case of any damage, during repairs of the vessel caused due to Contractor's fault/negligence to SMP,Kolkata's property, due to fire, theft, bad workmanship or otherwise, the contractor would be required to rectify/repair/renew the same at their own expense to the entire satisfaction of SMP,Kolkata.

9. All scrap materials arising out of the repairs other than perishable items like gaskets, rubber pipes etc would be required to be delivered to the Trustees' Sales Yard at Materials Management Division without any additional cost by the successful contractor for the respective areas of work progressively from time to time to keep the surrounding area clean. SMP,Kolkata will provide Security Escort for transportation of the material from dry dock/slipway /berth to the Trustees' Sales Yard. Issuance of necessary gate pass, forwarding note & making other arrangements would be done by the Commander/Chief Engineer for the areas of work. While submitting bills for spares/ bought out items the same should be co-related with documents of receipt of the old items by the Commander/Chief Engineer. While submitting bills for items

where rates are available for the items of work not to be considered for evaluation under Annexure of BOQ, similar document have to be enclosed.

9(a). Dry Dock area must be cleared of all scrap material & other materials prior to undocking of vessel including tunnels and ducts in consultation with dry dock Supdt so that docking of next vessel is not affected. SMP,Kolkata reserves the right to charge the dry dock charges if docking of other vessel is affected as per scales of rates of SMP,Kolkata for the period removal of such scrap material generated during repair, is delayed.

9(b) The repairer is bound to submit the repair procedure for any of the BOQ job to be executed, if asked for by the SMP,Kolkata representative and/or Statutory Body and the repair to be executed as per the procedure approved by the competent authority.

10. At all stages inspection facilities for the IWT Surveyors and SMP,Kolkata representatives at site and at the contractor's Workshop or their supplier's godown / stores etc. shall be arranged by the contractor free of cost.

11.Booking of surveyor would be done by SMP,Kolkata according to the requirement to be placed by the contractors at least 3 working days in advance to Commander/Chief Engineer on making the survey items ready for inspection. Surveyor's fees would be paid by SMP,Kolkata directly. The successful tenderer shall be required to extend all facilities in this regard including transportation of surveyor.

12.Unless otherwise specified, in the entire specifications in all items of work whether unit rate or lump sum rate, all washers and studs, bolts & nuts (except in case of fenders), screw and other fasteners, joints, split pins, joining compounds will be also treated as consumables and cost of renewals of those, as necessary, shall be taken in account by the tenderer while quoting such rates / L.S. rates against respective items of work except for the OEM parts. Cost of goods not included in BOQ will be paid as in the case of bought out items at actual cost plus 10% handling & transportation charges. OEM gaskets and O rings for specific machineries shall be treated as spares and will be paid extra except where specifically mentioned and rates are available for the items of work not to be considered for evaluation.

13.Lump-sum rates for repair of wooden furniture, doors and windows etc. shall include the cost of replacement of all broken / worn out / missing joinery materials, e.g. screws, nails, hooks, hinges, socket bolts, hasp and staples, drawer locks & adhesives. Joinery materials to be used in above repair shall be near around same size and materials as existing. Timber shall be of good quality Sal wood as available in the market.

14.Unless otherwise specified, removal, cleaning, re- fitting, renewal of all M.S. & G.I. Pipes will be paid on pro rata basis from the rates under annexure. While quoting the costs, nut, bolts, washers, joints, gasket compound etc should be taken in consideration as same will not be paid extra. Old flanges will have to be used. Also, certain works which may require to be carried out other than BOQ items has been included in the Annexure under items not to be considered for the evaluation of tender.

15.Unless otherwise specified, renewal of all items of materials in L.S. rates or unit rates such as spares, pumps, valves, pipe line fittings, fender bolts, engine/machinery spares, pipes, under water fittings, casting/machining of parts/and such items not specifically mentioned in the

Tender Document and which cannot be foreseen prior to undertaking the job except for OEM parts and or depend upon the surveyors' recommendation, would be paid extra as bought out items or repair. Handling and transportation charges @ 10 % on the basic price i. e excluding amount of GST of such materials would be paid extra. In each of the above cases the Contractor will have to produce original purchase documents e.g. receipts / challan / invoices, duly certified. Such purchase should be made from OEM or their authorized dealers wherever applicable.

In rare event of non availability of OEM non critical spare parts same may be replaced by non OEM spares, with the prior consent of the Engineer/Representative of the contract as specified in item no.(f. & g) under heading Excess & Extra Work.

16. Personal Protective Equipment: Personnel to be deployed by the contractor should have head gear and other Personal Protective Equipment as would be necessary for the given working condition. It shall be the responsibility of the contractor to have the antecedents of their employees' verified prior allowing entry to the port area.

17. It would be the responsibility of the Contractor to undertake all additional & unforeseen work as may be required for successful commissioning of the vessel as would be advised by SMP, Kolkata from time to time during the repair work. Even certain plant and machinery, equipment, furniture fixtures, paneling may be required to be removed and fitted back in order to attend to adjacent repairs such as steel renewal etc.

a. Any item under BOQ may be deleted if considered not necessary/required by the Engineer of the contract.

b. The work has to continue round the clock.

18. The General condition of Contract of SMP, Kolkata shall be applicable wherever relevant.

a. In event of increase in work that can be done under afloat condition the firms would be allowed additional time at the discretion of Engineer of the contract, however it must not affect the operation of the vessel failing which LD would be applicable.

It is to be clearly understood that additional work upto a value of 10% of the evaluated amount (excluding the value of materials to be supplied) will have to be executed within the above stated time frame except for the works that are identified later and may not have enough time for execution within stipulated time for which additional time would be permitted as per discretion of the engineer of the contract or his authorized representative.

19. An offer shall be considered non-responsive in case it:-

- (i) Is not accompanied by requisite earnest money/NSIC Registration certificate.
- (ii) Is not accompanied by requisite tender paper cost/NSIC Registration certificate.
- (iii) Validity of the offer is less than tender stipulation.
- (iv) 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 condition completely/offer or tender if submitted with any deviation from the tender terms and conditions.
- (vi) If the tender is conditional.
- (vii) If all the documents required as per NIT are not uploaded.

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 seven years , such as abandoning of work of rescinding of contract for which the reasons are attributable to the non performance of the technical service provider or inordinate delay in completion or financial bankruptcy etc. The decision of Syama Prasad Mookerjee Port, Kolkata in this regards shall be final and binding on the bidder.

Excess & Extra work would be dealt in the following manner:

- (i) Work to be carried out immediately on receipt of order from the Commander/Chief Engineer or their representative.
- (ii) Consent to be taken from the Commander/Chief Engineer or their representative regarding booking of Skilled & Unskilled Labour and to be reasonable for each additional item of work.
- (iii) Detailed break up of Material, Skilled & Unskilled Labour to be submitted to the Commander/Chief Engineer or their representative for consideration of SMP,Kolkata immediately on noticing the requirement/surveyor's recommendation for placement the matter to the committee to decide the extra cost and time.
- (iv) Daily record of Material & Labour engaged for each additional item of work to be maintained by the Commander/Chief Engineer or their representative. The Contractor shall have to furnish details to them for maintaining such record.

20.Repair Time.

20.1 Total repair would have to be completed within **30 working days**. Days lost, if any, for undocking & placement of the vessel alongside the berth would not be taken into account to determine the actual repair time.

20.2 For any days or part thereof lost during work due to unforeseen reasons, the same would have to be noted by the Contractor jointly with Commander/Chief Engineer or their representative, in the Log Book to be maintained on board the vessel. Granting of Additional time, if required for additional work, would be decided by SMP,Kolkata within 3 to 4 days after placement of work order as the committee would be meeting twice a week or as required to decide upon the additional cost and time for each such work.

20.3 Liquidated damage: SMP,Kolkata's standard LD Clause of ½ % per week or part thereof subject to a maximum of 10% of the total executed value shall be applicable.

20.4 Force Majeure

In the event of either party being rendered unable to perform any obligation 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 events last. The cost and loss sustained by either party shall be borne by respective parties. The term force majeure employed herein shall mean act of god, war declared or not, riots, civil, commotion, fire, accident, sabotage, natural calamities, plague, quarantine, import or export embargoes, restraints imposed by government or change in Govt. policies subsequent to hire or any happening affecting the performance by their party it's obligations under this charter which the party can not reasonably prevent or control against.

20.5 The date of final survey by the Surveyor for issuance of plying certificate would be reckoned as the date of commissioning of the vessel.

21. Guarantee.

All works including spares supplied by the contractors to be guaranteed for a period of 06 months from the date of successful commissioning of the vessel against bad material & faulty workmanship. Guarantee repairs will have to be carried out immediately for the operational exigency, (arising out due to breakdown/ defects developed for the work executed by the contractor) at KDS at the Contractors cost. All new machinery should be guaranteed for a period of one year from the date of commissioning of the vessel. The guarantee period will stand extended in case there is delay in attending to defects for the delayed period.

22. It will be Contractor's responsibility to obtain approval of IWT or MMD or IRS Surveyors' or SMP, Kolkata representative prior to use of material / bought out items in the vessel, as applicable. It shall also be the responsibility of the Contractor to establish quality / grade and size of the material being used in the vessel and co-relate the same with purchase document produced. SMP, Kolkata, however, reserve the right to reject any material found to be of inferior quality / not conforming to the required specification at any stage of repair.

23. Should there be any divergence of views or disputes, the decision of DMD, SMP, Kolkata would be considered as final & binding on the Contractor.

Security Deposit:

24. Security deposit will be deducted @ 3 % from each progressive bill as submitted by the Contractor which will be retained as Security Deposit till successful completion of the guarantee period. After completion of work and commissioning, if the successful tenderer submits equivalent amount, i.e., 3% value of the total executed work as Bank Guarantee towards SD, the said amount would be released.

25. All payments due to the contractor under the contract shall be made in Rupee currency through ECS. No foreign exchange is payable on this contract. All payments like refund of Earnest Money, Security Deposit and all bills of contractor will be paid through ECS. For this purpose, following details are to be furnished by the Contractor while raising the first bill:-

1. Name of the bank with Code No. :-
2. Name of the Branch with Code No. :-
3. Bank account no. :-
4. Type of account :- Saving/Current/Cash Credit
(Strike out whichever is not applicable)
5. MICR & IFSC Code No. :-

The account shall have to be with a bank within the ECS zone prescribed by the RBI.

26. Duties and Taxes:

- (1) The price quoted above shall be exclusive of any statutory levies and or other charges levied by any Central/state/local authorities which shall be recovered at applicable rates at the time of supply of goods/services.
- (2) General terms and conditions.

Supplier/service provided to confirm that the GST amount charged in invoice is declared in its returns and payment of taxes is also made.

The Supplier/Service Provider agrees to comply with all applicable GST laws, including GST act rules, regulations, procedures, circulars and instructions there under applicable in India from time to time and to ensure that such compliance is done within the time prescribed under such laws. Supplier/Service Provider should ensure accurate transaction details, as required by GST laws, are timely uploaded in GSTN. In case there is any mismatch between the details so uploaded in GSTN by supplier / service provider and details available with Syama Prasad Mookerjee Port, Kolkata , then payments to retain from due payments till such time Syama Prasad Mookerjee Port, Kolkata is not sure that accurate tax amount is finally reflected in the GSTN to SMP,Kolkata's Account and is finally available to Syama Prasad Mookerjee Port, Kolkata in terms of GST laws and that the credit of GST so taken by Syama Prasad Mookerjee Port, Kolkata is not required to be reversed at a later date along with applicable interest.

Syama Prasad Mookerjee Port, Kolkata has the right to recover monetary loss including interest and penalty suffered by it due to any non compliance of tax laws by the supplier/service provider. Any loss of input tax credit to Syama Prasad Mookerjee Port, Kolkata for the fault of supplier shall be recovered by Syama Prasad Mookerjee Port, Kolkata by way of adjustment in the consideration payable. Supplementary invoices/debit note/credit note for price revisions to enable Syama Prasad Mookerjee Port, Kolkata to claim tax benefit on the same shall be issued by you for a particular year before September of the succeeding Financial Year.

The purchase order/work order shall be void, if at any point of time you are found to a black listed dealer as per GSTN rating system and further no payment shall be entertained.

27. INPUT TAX CRITERIA

All bidders to note for execution of work following steps are required to be taken so that SMP, Kolkata can avail the Input Tax Credit, whenever applicable.

- i) Spare parts which is to be procured from OEM/authorized dealers the contractor will ensure invoices are drawn in the name of the contractor however it would be marked account Syama Prasad Mookerjee Port, Kolkata with ship name and address of the vessel as per applicable Acts & rules of GST. SMP, Kolkata would provide GST for availing input tax credit.
- ii) As far as possible all other materials to be procured from first/2nd stage dealer and maintained the above formalities to the extent possible so that SMP,Kolkata can avail the Input tax credit but it shall not be mandatory.

28. Any item under BOQ may be deleted if considered not necessary by the engineer of the contract.

29. Free gate passes would be provided by SMP,Kolkata for the workers of the successful bidders for which recommendation will be issued by Marine department but the necessary formalities shall be the responsibility of the contractor.

30. It shall be responsibility of the contractor to have the antecedents of their employees verified prior allowing entry to the port area.
31. The work has to continue round the clock, on all days including Sundays/Holidays to ensure completion of work within the stipulated repair time given hereinafter.
32. All contractor workers to use safety gear such as safety shoes, helmets etc without which they would not be allowed to work on board/in dry dock.
33. All brought out items to be purchased as far as possible from the firms having GST registration and each bill for such purchase must display the GST Regn No. as well as the amount of GST charged specifically. In absence of GST Regn No. and charges, SMP, Kolkata is not bound to honour the bill.
34. Risk Purchase/Termination of contract.

Without being liable for any compensation to the contractor, the Trustee may in their absolute discretion, terminate the contract after giving him a minimum seven days' notice in writing due to occurrence of any of the following reasons and decision of the Trustees' in this respect, as communicated by the Engineer shall be final and conclusive.

- a) The contractor has abandoned the contract.
- b) In the option of engineer, either the progress of work is not satisfactory or the work is not likely to be completed within the agreed period on account of contractor lapses.
- c) The contractor has failed to commence the work or has without any lawful excuse under this conditions, has kept the work suspended for at least fifteen days despite receiving the Engineers or his representative written notice to proceed with the work.
- d) The contractor is not executing the work in accordance with the contract or is persistently or flagrantly neglecting to carry out his obligations under the contract or repeatedly failing in tests and trials.
- e) Any bribe commission, gift or advantage is given, promised or offered by or on behalf of the contractor to any officer, servant or representatives of the Trustees' or to any person on his or their behalf in relation to the obtaining or to the execution of the contract.
- f) The Contractor is adjudged insolvent or enters into composition with his creditors or been a company goes into liquidation either compulsorily or voluntarily.
- g) Clause 8.0 of GCC also to be referred regarding termination of contract.

35. TERMS OF PAYMENT

Progressive payment would be made within 45 days of submission of clear bill, as per the invoice under GST Act read with rules, in triplicate to be submitted with items of work and quantities of work completed supported with all necessary documents like work done certificate, challans, bills etc. In order to process payment smoothly separate bills should be raised for bought out items & BOQ items of work. Respective BOQ items should be clearly indicated against the bought out items.

The contractor shall have to submit quantum of item wise work done or completion of every seven days from the date of commencement of work for the purpose of issuance of work done certificate by SMP,Kolkata.

36. The conditions given hereinabove shall prevail over the provisions of the “General Conditions of Contract, Forms & Agreements” if not stated otherwise.

37. The SMP,Kolkata reserves the right to reallocate any work under the Bill of Quantities for smooth working and also for timely completion of work. In the event of defaulting by the tenderer or slow progress of repair by any tenderer SMP,Kolkata reserves the right to get such work done by any firm at extra cost and the extra expenditure incurred by SMP,Kolkata on this account shall have to be borne by the defaulting tenderer.

Special note w.r.t. excess and extra work-

All participating firms to note that the modus operandi w.r.t. excess and extra work for timely completion of repair work

Excess & Extra Work.

a) The work of ship repairing is complex in nature and since the work has to be executed in a time bound manner, the Engineer of the contract or his representative, in all cases, shall issue the work order for all ‘Excess & Extra work’ as may be required or recommended by statutory authorities, so that the work continues without any hindrance.

b) As regards certification against ‘excess work’, there should not be any difficulty as the rates are already available in the BOQ except that the revised value of the work (estimate) will have to be formalized through post facto administrative approval on completion of all repairs.

c) For undertaking any item of ‘excess work’ up to a limit of $\pm 15\%$, the contractor shall be paid at his quoted rate but the rate will be negotiable if the quantum of this particular work exceeds the above limit.

d) A committee comprising of suitable representatives from Marine and Finance and one representative out of CME/CMM, as the case may be, would be set up in advance for evaluation and certification of ‘extra work’, for each repair. The committee would meet on fixed days twice a week on board the vessel and give clear decision w.r.t. cost and time for extra work. The committee members from non-operational departments may undertake periodical inspection of the vessel to familiarize themselves with the nitty-gritty of the works involved.

e) Where payment is to be made against OEM spares, the payment will be certified by the committee on the basis of original bills produced by the contractor from the authorized OEM spares supplier.

f) As regards payment against Non-OEM spares/items of work up to a ceiling of Rs. 25000/- plus GST for each item, the committee may certify the ‘reasonableness’ of the cost on the basis of a single quotation produced by the contractor from any supplier or shop having a registration number.

g) For payment against Non-OEM spares/items of work above Rs. 25000/- plus GST for each item, the committee may certify the 'reasonableness' of the cost on the basis of at least three quotations produced by the contractor from the suppliers or shops having appropriate registration numbers.

h) Detailed break up of Material, Skilled & Unskilled labour to be submitted to the Engineer-in-charge while quoting for any Excess & Extra work.

It shall be the responsibility of the contractor to clean of all materials, as well as walkways on top. If not done prior undocking of the vessel, SMP,Kolkata reserves the right to arrange for cleaning and deduct the charges from the contractor without any reference to the contractor.

It is to be noted, in event the repair work is not completed in time, for observing official formalities for application of LD for the delayed period would take considerable time for which final payments would be delayed accordingly.

Note: Special condition of contract will override the G.C.C.

TECHNICAL SPECIFICATION

1 Quality & Workmanship.

1.1 The work is to be carried out with best quality materials and with highest degree of workmanship to the entire satisfaction of SMP,Kolkata **Representatives.**

1.2 All steel material to be of I.S. 2062 Grade 'A' / Grade 'B' with proper test certificates. Generally all hull plating, bulkhead plating up to main deck and main deck plating shall be IS 2062 Grade 'B' and all other plates and sections shall be no less than IS 2062 Grade 'A' quality. In the event there is no supporting test certificate, the Contractor would be required to send random sample pieces to MMD/IRS/IWT authorised Test Houses for testing at the Contractor's expense.

2. Welding.

2.1 All welding work is to be done in an approved manner and as per code of practice of relevant Indian standard specification (Latest Revision).

2.2 All welding work is to be carried out by Class certified Welders only. Certificates of welders to be produced to SMP,Kolkata representatives or Surveyors as and when asked to do so by them.

2.3 All butt welds shall have full penetration and wherever possible shall be welded from both sides.

2.4 All weld joints in hull, deck, tanks top plating and wherever required at other places shall be watertight.

2.5 In case of any doubt, welding as may be recommended by the MMD/IWT/IRS Surveyors/ SMP,Kolkata representatives shall be subjected to non-destructive testing e.g. Radiography, D.P. Test etc. and the entire cost of such testing shall have to be borne by the Contractor. Rectification of defects as may be recommended by the MMD/IRS/IWT Surveyors subsequent to such testing shall have to be done by the Contractor, free of cost.

3. Electrodes.

Electrodes to be used for welding shall be of approved variety/ brand of Statutory Body.

4. Shaping of plates & sections.

While renewing plates and sections which require shaping / forming, shaping and forming of new plates / sections to the true profile / contour are to be done in the Contractor's fabrication yard prior to fitting those on board, to the extent possible.

5. Thickness of plates & sections.

The Contractor must ensure themselves of the thickness of the plates & Sections to be renewed from the relevant as fitted drawings available on board. Renewals are to be carried out with the original thickness of plates and Sections, in case of non availability or Surveyor's/SMP,Kolkata official's recommendation, the matter to be brought to the notice of the Engineer of the contract and approved next higher section may be used. No dispute in this regard at a later date will be entertained.

6. Length & Width of Plates.

Unless otherwise approved / recommended, the length & width of the new plates shall be not less than the respective existing ones to the extent possible which require renewal.

7. Size of the rolled Section.

Unless otherwise approved / recommended, the existing rolled sections requiring renewal shall be replaced with respective same size of rolled sections.

8. Replacement of all timbers on strong back, chocks etc. and at other places, if not otherwise specified shall be done with good quality Sal Wood as available in the market.

9. All Electrical fittings and fixtures are to be of Marine Quality as approved by MMD/IRS or of renowned make.

10. Staging.

Staging of adequate strength and area, together with reasonable access thereto as per safety regulations shall be provided by Contractors to facilitate the work of repair / renewal, painting and inspection.

11. Hose Testing.

All welded joints, butts are to be tested with water jet having adequate pressure for ascertaining water tightness and shown to Surveyor. Necessary hose, hose coupling, nozzle for undertaking hose testing is to be arranged by the Contractor, if required. Arrangements for testing are to be done by the contractor & all relevant costs are to be borne by them.

12. Spare Parts.

(a) All Engine/ machinery parts will be supplied by SMP,Kolkata to the extent available. If not supplied by SMP,Kolkata, the same shall be purchased by the Contractor from the manufacturers or their authorized dealers and supported with proper purchase documents. Only those spares, which are not available readily with the OEM or their authorized dealers due to obsolescence/out of stock, will be allowed to be procured locally manufactured from other source subject to approval by the SMP,Kolkata representative. However, if the testing of material is necessary, will be payable extra.

(b) In case any spare is not available and is required to be manufactured, the same shall have to be manufactured as per the drawings and material of construction available with SMP,Kolkata. In the event, even if the above information is not available, the items shall have to be manufactured as per sample. In such case, the composition of material for construction shall have to be confirmed by testing the parent material from IRS/statutory authority approved test laboratory. Necessary fees for such testing of material shall be reimbursed by SMP,Kolkata at actual.

13. Rectification of defects- The tenderers will be bound to rectify the defects in materials and workmanship detected at any stage of inspection and even after final inspection, till

completion of guarantee period. Such rectification will have to be done in a manner approved by IRS/MMD/IWT Surveyors / SMP,Kolkata representative at no extra cost to the Trustees. No extension of completion time will be granted on account of such rectification work.

14. **Electrical items:**

14.1 Unless otherwise specified, overhauling of motor includes stator/rotor cleaning and re-varnishing of winding with air drying varnish, replacement of bearings, and examination of rotor shaft and bearing housing for flaws/cracks, corrosion to be repaired if found defective. Repair of terminal box, if required, painting of motor, running test after assembly and after installation in ship.

14.2 Unless otherwise specified, the routine repair on switch board includes cleaning of dirt and dust, examination of all contact units. Replacement of contactor units, if required, to be done by OEM/L & T / Siemens / Legrand make (to the extent possible) which will be paid extra. To check the hold on coil / no volt coil and overload unit adjustment. Examination of internal connections.

14.3 Unless otherwise specified, overhauling of starter, panel of equipment / motors will include renewal of defective indication lamps, lamp covers, fuses, fuse bases, fuse carrier, defective wiring and locking system. Relay contactor units and overload trip to be checked and adjusted. Replacement if required to be made by OEM/L & T / Siemens / Legrand make which will be paid extra.

TERMS OF PAYMENT

Progressive payment would be made within 45 days of submission of clear bill, in triplicate, to be submitted with items of work and quantities of work completed supported with all necessary documents like work done certificate, challan, bills etc. In order to process payment smoothly, separate bills should be raised for bought out items & BOQ items of work. Respective BOQ items should be clearly indicated against the bought out items.

The contractor shall have to submit quantum of item-wise work done on completion of every seven days from the date of commencement of work for the purpose of issuance of work done certificate by SMP,Kolkata.

It is to be noted, in event the repair work is not completed in time, for official formalities for application of LD for the delayed period would take considerable time and final payments would be delayed accordingly.

1. For Structural Work.

- 1.1 50 % on removal of steel plates / structural members to be cropped renewed / faired after gauging & on fitting of steel plates / structural members in place and tack welding the same.
- 1.2 20 % on completion of all welding and inspection by Surveyor.
- 1.3 20 % on completion of work in all respect.
- 1.4 10 % on final survey by the Surveyor and commissioning of the vessel.

2. For all Tank Work.

- 2.1 20 % on opening and cleaning of tanks and presentation to the surveyor for initial inspection.
- 2.2 70 % on completion of all work in the tank in all respect.

2.3 10 % on final survey and commissioning of the vessel.

3. For Surface Preparation & Painting.

3.1 20 % after completion of Surface Preparation of the area as in Bill of Quantities.

3.2 Progressive payment against purchase of paints, 80 % value of the suppliers' invoices / receipts up to a ceiling of 40 % value of the total contract price of chipping, painting item of Bill of Quantities upon availability of above paints on board.

3.3 Balance minus 10 % on completion of final painting.

3.4 10 % after final survey and commissioning of the vessel.

4. Engine & Machinery/deck machinery:

4.1 25 % on dismantling of any machine, pump, valve, motor, starter, shaft, rudder, propeller, blower etc. under any particular item of the Bill of Quantities of the Tender and open survey by the Surveyor/SMP, Kolkata representative for item not for survey.

4.2 50 % on boxing up of the machinery.

4.3 15% on satisfactory trial of the machinery

4.4 10 % on commissioning of the vessel.

5. For all bought out items to be purchased, reimbursement of cost will be made with corresponding stage payments on production of bills along with purchase documents at actual cost of the material including taxes and duties as applicable for Kolkata plus 10 % on the basic cost of material towards handling, transportation charges.

FORM OF TENDER

Name of Work : Furniture repair works in officers' and crew accommodation of MV Sarojini

**To,
The Director, Marine Department,
Kolkata Dock System
Syama Prasad Mookerjee Port, Kolkata
15, strand Road,
Kolkata – 700 001
West Bengal; INDIA**

I/We

.....of.....
.... having examined the site of works, inspected the drawings and read the Notice Inviting Tender, Instructions to the Tenderers, Scope of Work & Technical Specifications, General and Special Conditions of Contract hereby tender and undertake to execute and complete all the works required to be performed in accordance with the Scope of Work, Specifications, Bill of Quantities, General and Special Conditions of Contract and Drawings (if any) prepared by or on behalf of the Trustees and at the rates and prices set out in the annexed Bill of Quantities within.....months.....and from the date of Order to commence the Furniture repair works in officers' and crew accommodation of MV Sarojini , and in the event of our Tender being accepted in full or in part, I/we also undertake to enter into a Contract Agreement in the Form hereto annexed with such alterations or additions thereto which may be necessary to give effect to the acceptance of the Tender and incorporating such Specification, Bill of Quantities, Drawings and Special and General Condition of Contract and I/we hereby agree that until such Contract Agreement is executed, the said Specifications, Bill of Quantities, Conditions of Contract and the Tender, together with the acceptance thereof in writing by or on behalf of the Trustees shall be the Contract.

I/We agree that the period for which the Tender shall remain open for acceptance, shall not be less than 180 days (minimum) from the scheduled date of opening of Part I (Techno Commercial aspects of bid) .

Signature of Tenderer

(Seal of the Tenderer)

WITNESS:

Signature: _____ Name of the Tenderer: _____
 Name: _____
 (In Block Letters) Date: _____
 Address _____ Address: _____
 Occupation: _____

* **Strike out which are not applicable.**

TECHNICAL CAPABILITY AND EXPERIENCE DETAILS

The Tenderer must submit the information in this format.

	Experience:	
a)	Number of Years of experience in the field	
a)	Number of orders for similar work executed during last 7 years.	
b)	Number of orders executed within the scheduled completion period, in the last 7 years.	
	Years	Number of Orders
		Number of Orders executed within the scheduled completion period.
	2013-14	
	2014-15	
	2015-16	
	2016-17	
	2017-18	
	2018-19	
	2019-20	
c)	Number of certificates submitted for past performance	
d)	CURRENT COMMITMENT IN HAND : [Name of the client, Reference	

	No. & Date, Order Value and Scheduled Date of Completion to be mentioned for each order]	
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ANNEXE -I

FORMAT OF AFFIDAVIT FOR ESI EXEMPTION

On the Rupees Ten Non judicial stamp paper

BEFORE THE 1ST. CLASS MAJISTRATE AT
AFFIDAVIT

I..... son ofaged about year, by faith,by occupation Residing at, do hereby solemnly affirm and declare as follows:-

THAT I am the proprietor /Partner of having office at
..... and carrying on business on the said name and style.

(In case the above Deponent is an enlisted contractor at Syama Prasad Mookerjee Port, Kolkata , the same should be mentioned in the affidavit.)

That my aforesaid firm is exempted from E.S.I. Act and the said firm has no valid E.S.I. registration.

3. That the present affidavit is to be files before the Syama Prasad Mookerjee Port, Kolkata as per the clause No....

of the tender No..... issued by Syama Prasad Mookerjee Port, Kolkata in respect of the work (the work is to be mentioned.)

THAT the statements made above are all true to the best of my knowledge and belief.

Identified by me.

DEPONENT

ANNEXE -II

INDEMNITY BOND

BY THIS BOND I, Shri/Smt.,son of Sri/Smt.....residing atby occupation the Partner/Proprietor/Directorhaving office at, am a tenderer under marine Department, Syama Prasad Mookerjee Port, Kolkata (A statutory Body under MPT Act,1963).

WHEREAS , the said Syama Prasad Mookerjee Port, Kolkata had asked the every tenderer, who is not covered under E.S.I. Act or exempted to furnish an Indemnity bond in favour of Marine Department , Syama Prasad Mookerjee Port, Kolkata against all damages and accidents to the labourer tenderer/contractor.

NOW THIS BOND OF INDEMNITY WITNESSETH THAT the tenderer /contractor named herein above shall indemnify the Syama Prasad Mookerjee Port, Kolkata against all damages and accidents occurring to the labourers of the tenderer/ Contractor as demanded by the Syama Prasad Mookerjee Port, Kolkata and which shall be legal and /or claimed by the Syama Prasad Mookerjee Port, Kolkata during the execution of the work stated in the NIT No..... of

AND the contractor hereunder agrees to indemnify and at all times keep indemnified the Syama Prasad Mookerjee Port, Kolkata and its administrator and representative and also all such possible claim or demand for damages and accidents.

IN WITNESSETH WHEREOF I,, the Partner/Proprietor/Director.....hereto set and seal this theday of in the yearat

Sureties:

Signature of the Indemnifier

a) Name :
Signature :

Address :

b) Name :

Signature :

Address :

c) Witnesses

Name :

Signature:

Address :

ANNEXE -III

DECLARATIONS OF THE TENDERER

We do hereby declare that: ---

We have not been banned or delisted by any Government or Quasi-Government Agencies or PSUs in India.

We confirm that the price quoted in the Price Bid is as per the "Bill of Quantities" without any extraneous condition. The Price Bid does not contain anything other than the price.

Signature of the Tenderer

With Office Seal

ANNEXE –IV

Covering Letter

Ref. No.

Dated :

**The Director, Marine Department,
Syama Prasad Mookerjee Port, Kolkata ,
15, Strand Road,
Kolkata – 700 001.**

Dear Sir,

1. **We,(Name of Tenderer) having examined the Tender Document and understood its contents, hereby submit our Tender for Furniture repair works in officers' and crew accommodation of MV Sarojini (Tender No. MRN/ES/936/174....DT 19.07.2021).**
2. All information and proofs provided in the Tender including Addendum and in the Appendices are true and correct and all documents accompanying such tender are true copies of their respective originals.
3. We shall make available to Syama Prasad Mookerjee Port, Kolkata (hereinafter referred to as SMP,Kolkata) any additional information it may find necessary or require to supplement or authenticate the Tender.
4. We,(Name of Tenderer) hereby undertake that we will abide by the decisions of SMP,Kolkata in the matter of examination, evaluation and selection of Successful Tenderer and shall refrain from challenging or questioning any decision taken by SMP,Kolkata in this regard. We further acknowledge the right of SMP,Kolkata to reject

our tender without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.

5. We also certify the following

(a) We have not been debarred by the Central/State Govt. or any entity controlled by them or any other legal authority from participating in any Tender/Contract/Agreement of whatever kind

(b) We have also not been expelled from any project or contract nor have had any contract terminated for breach in the last 3 years ending on the date of opening of the techno commercial part of the tender.

6. We declare that:

(a) We have examined and have no reservations to the Tender Document, including the Addendum, if any, issued by SMP,Kolkata thereon.

(b) We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any corrupt, fraudulent or coercive practices to influence the evaluation process of the tender.

7. We understand that SMP,Kolkata reserves the right to accept or reject any tender and to annul the tendering process and reject all tenders at any time without any liability or any obligation for such acceptance, rejection or annulment without assigning any reason thereof.

Yours faithfully,

Signature of Tenderer.....

Name:

Designation:

Date :

Seal : _____

ANNEXE -V

**FORMAT OF AFFIDAVIT FOR PROVIDENT FUND EXEMPTION
(ON THE RUPEES TEN NON JUDICIAL STAMP PAPER)**

BEFORE THE 1st CLASS JUDICIAL MAGISTRATE AT.....

AFFIDAVIT

I.....son of.....aged about..... years, by faith.....by occupation.....residing at.....do hereby solemnly affirm and declare as follows:

1. THAT I am the Proprietor/Partner/Director.....having office at.....and carrying on business on the same name and style.

(In case the above Deponent is an enlisted Contractor at Syama Prasad Mookerjee Port, Kolkata , the same should be mentioned in the affidavit).

2. THAT my aforesaid Firm is exempted from Provident Fund Act and the said firm has no valid Provident Fund Registration. In support of this statement copy of **exemption certificate** issued by provident fund authority is attached herewith.
3. THAT the present affidavit is to be filed before the Syama Prasad Mookerjee Port, Kolkata as per the clause no.....of the Tender vide Tender No.....issued by the Syama Prasad Mookerjee Port, Kolkata in respect of the work (the work is to be mentioned).

THAT the statements made above are all true to the best of my knowledge and belief.

Identified by.....

Deponent.

SYAMA PRASAD MOOKERJEE PORT, KOLKATA
FORM G.C. 1

Contractor :.....

Address :.....

Date of completion

Dear Sir/s,

This is to certify that the following works viz :

Name of work

.....
.....
.....
.....

Work Order No. Dt.....

Location :

Contract No

Which was carried out by you is in the opinion of the undersigned complete in every respect on the Of200.... In accordance with the terms of the Contract and you are require to maintaining the work in accordance with Clause of the General Conditions of Contract and under the provisions of the Contract for a period of Days/weeks/months/years.

From the Day of200

To the Day of200

Signature
 (Engineer/Engineer's representative).
 Name
 Designation.....

OFFICE SEAL

CC : The Director, Marine Department,
 CC : The F.A. & C.A.O.

SYAMA PRASAD MOOKERJEE PORT, KOLKATA FORM G.C. 2

The F.A. & C.A.O.

CERTIFICATE OF FINAL COMPLETION

This is to certify that the following works viz.

Name of work

Work Order No. dt.

Contract
 No.....
 Resolution No
 Allocation No

Which was carried out by Shri /Messer

.....is now complete in every respect in accordance with the terms of the Contract and
 that all the obligations under Contract have been fulfilled by the Contractor.

Signature
 (ENGINEER/ENGINEER'S REPRESENTATIVE).
 NAME :.....
 DESIGNATION :.....

OFFICE SEAL

OFFICE SEAL

**SYAMA PRASAD MOOKERJEE PORT, KOLKATA
 FORM G.C. 3**

(NO CLAIM CERTIFICATE FROM CONTRACTOR)

To
 The Engineer Superintendent
 4.Garden reach Road
 Kolkata-700 023.

(Attn. :.....)

(Address, the Trustees' Official, mentioned in the work Order
 and under who the contract was executed).

Dear Sir,

We do hereby declare that I/We have received full and final payment from Syama Prasad Mookerjee Port, Kolkata for the execution of the following work, viz.

Name of work :

Work Order No.

dt.....

I/We have no further claim against Syama Prasad Mookerjee Port, Kolkata in respect of the above mentioned job.

Yours faithfully,

(Signature of Contractor)

Date.....

Name of Contractor.....

Address

.....

.....

.....

(OFFICE SEAL OF THE CONTRACTOR)

Form: D1

Form of Bid Security Declaration

NIT No. MRN/ES/936/174

— dt. 19 .07.2021

**The Director, Marine Department,
Syama Prasad Mookerjee Port, Kolkata ,
15, Strand Road,
Kolkata – 700 001.**

We,----- (Name of the bidder) understand that, according to your conditions, bids must be supported by a Bid-Security Declaration.

We accept that we will automatically be suspended **for three years** from being eligible for bidding in any contract with the entity that invited Bids for the period of **180 days** starting from the **date of opening tender** if we are in breach of our obligation(s) under the bid conditions, i.e. if we withdraw or modify our Bids during the period of validity.

Yours faithfully,

Signature of Tenderer :

Name:

Designation:

Date:

Tender Inviting Authority: Director, Marine Department Representative (Engineer Superintendent)

Name of Work: Survey Repair of M.V.SAROJINI

Contract No:

Name
of the
Bidder/
Bidding

PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER	TEXT #	NUMBER	TEXT #
Sl. No.	Item Description	Quantity	Unit Rate (INR)
1.1	Wooden Chairs to be polished, repair& seat cover to be renewed at Bridge, Officers & Crew Cabin	26	Nos. L.S
1.2	Coir Mattresses (6'6"X2'8"X4") to be renewed at Officers & Crew Cabins	33	Nos. Unit Rate
1.3	New Marine Plywood (6'6"X2'8"X0.5") to be supplied for beds at Officers & Crew Cabins.	30	Nos. Unit Rate
1.4	Steel Door with frame to be chipped, painted as per existing colour code at Officers & Crew Cabins Area (2'6"X5'10")	25	Nos. L.S
1.5	Entrance Door Closer to be renewed at Officers & Crew Cabins.	9	Nos. Unit Rate
1.6	Wooden wardrobe size (6'X2'X3'4") to be polished and door to be renewed at Officers Cabins	6	Nos. L.S
1.7	Damaged doors of Wooden Almirah (6'X1'6"X2') to be repaired & polished at Crew Cabins.	12	Nos. L.S
1.8	Wooden cabinet (1'6"X1'6"X4') to be repaired and polished at Officers & Crew Cabins	13	Nos. L.S
1.9	Both sides of wooden bathroom doors to be painted with water resistance paint at Officers Bathroom. Area of wooden door one side (5'4"X2'6")	7	Nos. L.S
1.1	Wooden Table Sunmica renewal (2'3'X1'6")	6	Nos. L.S
	Wooden Table to be repaired polished and hinges to be replaced at Crew Cabins.	11	Nos. L.S
1.11	Wooden frames of partition sliding door to be polished area (2'X6') at Officers Cabins	3	Nos. L.S
1.12	Wooden Tea Table to be polished	3	Nos. L.S
	Laminated sheet size (3'X2'X1'6") on top of Wooden Tea Table to be renewed at Officers Cabins	1	No. L.S
1.13	Wall mounted table size (2'10"X1'10") to be repaired with angle support (1'X1'6") to be fixed at Crew Cabins	6	Nos. L.S
1.14	Vinyl flooring to be done at Officers & Crew Cabins. of area (3500 Sq.Feet approx). Cost of Vinyl for 3500 Sqf	1700	Sq ft Unit Rate
	To be quoted for pasting .of Vinyl for 1700 sq f	1700	Sq ft L.S
1.15	Aluminium door frame to be repaired as per existing door frame at Crew Bathroom	8	Nos. Unit Rate
1.16	Renewal of Plywood (4"X2'10") with sunmica pasting on top of Instrument Cabinet and each cabinet 04 Nos hinges to be replaced & Side cover to be replaced	1	LS L.S
	Renewal of Plywood (5'6"X3'X3') with sunmica pasting on top of Instrument Cabinet and each cabinet 04 Nos hinge to be replaced .Plywood to be replaced	1	LS L.S
	Renewal of Plywood (4'2"X3') with sunmica pasting on top of Instrument Cabinet and each cabinet 04 Nos hinge to be replaced at. Bridge Room	1	LS L.S

	Wooden stools (1'2"X1'2"X3') to be polished at. Bridge Room.	2	Nos.	L.S
1.17	Renewal of Computer table dimension (4'X2'X3') at Captain Cabin	1	No	Unit Rate
	Office wooden table (5'6"X3'6"X2'6") polishing required at Captain Cabin	1	No	L.S
	1 no. new revolving chair to be supplied at Captain Cabin	1	No	Unit Rate
1.18	Wooden Table Polishing & Painting dimension (3'X1'6"X2') at Chief Engineer Cabin	1	No	L.S
	Sunmica Table top (5'X2'X2'6" Feet) to be renewed. Sliding door to be polishing and, door hinge to be repaired at Chief Engineer Cabin	1	No	L.S
	Sheet cover of Iron Chair to be renewed at Chief Engineer Cabin	3	Nos.	L.S
1.19	Wooden Table (3'X3'X2'6") to be repaired & polished at Addl Captain Cabin	1	No	L.S
1.2	Wooden showcase to be repaired & polished at CO Cabin	1	No	L.S
1.21	Wooden table to be polished and new sunmica (3'X2') to be pasted on top at Electrical Engineer cabin.	1	No	L.S
	Steel Wardrobe Lock to be renewed at Electrical Engineer cabin.	1	No	L.S
1.22	Wooden table to be polished and new sunmica (2'X3'X2'4")) to be pasted on top at 2nd Officer Cabin	1	No	L.S
	Steel wardrobe Lock to be renewed at 2nd Officer Cabin	1	No	L.S
1.23	A new TV Showcase to be supplied at Officer Saloon size(2'X4'X1'6")	1	No	Unit Rate
	Iron frame of Sofa size (21'8"X1'10"X1'10") to be renewed at Officer Saloon Cabin	2	Nos.	L.S
	Tabletop (SS sheet) to be renewed with SS Guard rail at Officer Saloon.	1	No	L.S
	Renewal of stand basin(1'6"X1'X3') at Officer Saloon	1	No	L.S
	Existing Officer center Table to be renewed with a new table (30" HeightX2'X3') at Officer Saloon.	1	No	Unit Rate
1.24	Polishing of Table at 2nd Eng Cabin size (3'X2'6")	1	No	L.S
	Wooden Keyboard Frame Holder (2'X2') to be repaired & polished at 2nd Eng Cabin	1	No	L.S
	Wooden drawer size (1'6"X1'6"X4') to be repaired & polished at 2nd Eng Cabin	1	No	L.S
1.25	Steel almirah Size (5'6"X2'6"X1'5") to be supplied at Officer Galley	1	No	Unit Rate
	Wooden Table with sliding drawer size (7'6"X1'5"X3') to be supplied (with SS top) at Officer Galley	1	No	L.S
1.26	Iron stand frame of sofa size (21'8"X1'10"X1'10") to be renewed at Crews Mess	2	Nos.	L.S
	Wooden Bench to be repaired	2	Nos.	L.S
	Wooden Bench to be renewed as required	2	Nos.	Unit Rate
	SS top sheet to be pasted at Wooden table (4'X12'), SS net to be fitted at sliding door (4'X3') at Crews Mess	1	LS	L.S
1.27	Plywood Almirah (5'6"x1'6"x21") to be renewed at Crew cabin	1	No	Unit Rate
1.28	Ordinary wooden door at various places (1500X600 mm) enamel painting to be done.	26	Nos	L.S