

TENDER DOCUMENT FOR



SERVICING AND PAINTING OF CONTAINERS

NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH

(Ministry of Earth Sciences, Govt. Of India)

Headland Sada, Vasco-da-Gama

GOA -403 804, INDIA.

Tel: 91- (0) 832 2525571 Telefax: 91- (0) 832 2525573

Email: warlu62@ncaor.gov.in

Website: www.ncaor.gov.in

NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH
 (Ministry of Earth Sciences, Govt. Of India),
 HEADLAND SADA, VASCO-DA-GAMA,
 GOA - 403 804

TENDER NO. NCAOR/P&S/SOE-50443/PT-29
TENDER FOR SERVICING AND PAINTING OF CONTAINERS

1.	SERVICING AND PAINTING OF CONTAINERS Quantity	8 nos
2.	General Terms and Conditions	As per Annexure II
3.	Cost of Tender Documents (In Person)	<input type="checkbox"/> 500.00
4.	Cost of Tender Documents (By Post)	<input type="checkbox"/> 550.00
5.	EMD	<p>Tender documents can be downloaded by tenderers from NCAOR website. In case a tenderer is using the documents and forms downloaded from the website, the cost of tender documents shall be sent in the form of Bank Draft in a separate envelope along with the tender.</p> <p>Bidders shall submit EMD along with their tender, either by DD drawn in favor of NCAOR, for a sum of <input type="checkbox"/> 15000/- (Rupees Fifteen Thousand only) payable at Vasco-da-Gama only.</p> <p style="text-align: center;">Or</p> <p>In the form of a bank guarantee for a sum <input type="checkbox"/> 15000/- (Rupees Fifteen Thousand only)</p>
6.	Last Date and time for issue of tender documents	MONDAY 26.10.2015 1600 Hrs (IST)
7.	Last Date and time for submission of sealed quotations	TUESDAY 27.10.2015 1700Hrs (IST)
8.	Date and time of tender opening	WEDNESDAY 28.10.2015 1000Hrs (IST)

Annexure-I

SERVICING AND PAINTING OF EIGHT CONTAINERS

Please submit your quote as per the format with full repair/details

Sr.No.	Container No.	Details of Work/Repair	Amount (`)
01	Model No.BLFC/IIC/001 Manufacturing No. 3285 Colour: Orange		
02	Model No.BLFC/IIC/001 Manufacturing No. 3286 Colour: Orange		
03	Model No.BLFC/IIC/001 Manufacturing No. 3287 Colour: Orange		
04	Model No.BLFC/IIC/001 NCAR2700005 Manufacturing No. 2987 Colour: Orange		
05	QP-UEST-01 NLSU0000012 Manufacturing No. QP0211802 Colour: Blue		
06	QP-UEST-01 NLSU0000028 Manufacturing No. QP0211803 Colour: Blue		
07	QP-UEST-01 NLSU0000033 Manufacturing No. QP0211804 Colour: Blue		
08	QP-UEST-01 NLSU0000049 Manufacturing No. QP0211805 Colour: Blue		

Signature:

Date:

Seal:

Note: Please submit your rates for the items exactly as per the format by providing the necessary details in each column duly signed and sealed.

List of works

1. Lock rods, guide and bracket cleaning & painting.
2. Replacement of all rubber beadings.
3. Replacement of all nuts & bolts (40 units per container)
4. Painting (full, inside, outside and bottom by Duco-Enamel).
5. Replacement of all gaskets
6. Replacement of vent covers.
7. Applying of g.p. sealant on internal panel
8. Replacement of door handle, retainer twist
9. Clearing all door jams (for smooth movement).
10. Replacement of 1ft x 2.5 mtrs plates x 4
11. Replacement of all damaged door locking arrangements along with rods for two containers

Note:

- One container jobs should be completed within seven working days.
- Rusted areas on four containers, which are not very large, must be cleaned before painting at no extra charges
- Painting job to also include replacement of titles/letters/numbers & stickers on the containers at no extra cost.
- Crane/labour services for shifting of material in containers will be provided by NCAOR.
- Door handles, retainer twists & vent covers are to be replaced only after verifying their present state.
- VAT/Service taxes as per actual
- Bidder should be registered with ESI & EPF

Your offer should contain the following information:

- ✓ Validity period
- ✓ Time required to complete the jobs
- ✓ Your quotation should contain charges for each container repairing charges/each container painting charges separately. You have to submit quotation as per Annexure-I.

The Contractor can inspect the containers between 10.00 a.m. to 1.00 p.m.

TERMS AND CONDITIONS FOR SUBMISSION OF QUOTATION

1) The National Centre for Antarctic and Ocean Research (NCAOR) **invites sealed quotations** from the reputed firms for **“SERVICING/PAINTING OF CONTAINERS”** at NCAOR, GOA as per the details given in Annexure-I.

2) The tender should be submitted in sealed covers, super scribing **tender for “SERVICING/PAINTING OF CONTAINERS”** sealed and addressed to the Director, National Centre for Antarctic and Ocean Research, Headland-Sada, Vasco-da-Gama, Goa-403 804. **Offer sent through fax will not be accepted.**

3) Overwriting and corrections should be attested properly. The bid should be complete in all respects and should be duly signed. **Incomplete and unsigned bids will not be considered at all.**

4) A list of **reputed clients** to be furnished along-with the quotation.

In the BID, the Bidder should furnish the Name and address of the Purchasers placed orders on similar job with order No, date, Description and quantity, Date of Supply alongwith Contact person Telephone No, Fax No, and e mail address of Purchaser.

The Bidder should enclose copies of Orders in the BID.

5) If the bidder is registered under SSI, NSIC claiming any exemptions should submit valid certificates along with the quotes, failing which quotation will not be considered.

6) Quotation should be **valid for a period of 90 days** from the date of tender opening and the time required to complete the job should also be clearly indicated. If the supplier fails to deliver the goods within the time to be agreed upon, for delayed deliveries and for delays in installation (wherever applicable). NCAOR reserves the right to **levy liquidated damages** at the rate of 0.5% per week or part their of up to maximum of 5%.

7) **Bidders** shall submit **EMD** along with their tender, **either By DD** drawn in favor of NCAOR, on any nationalized bank for a sum of **15,000/-** (Rupees Fifteen Thousand only) payable at Vasco-da-Gama only **or in the form of a bank guarantee** for a sum of **15,000/-**(Rupees Fifteen Thousand only) from any reputed bank (scheduled bank) initially valid for 180 days from the date of closing of the tender as per the proforma enclosed. This bank Guarantee in original shall be submitted along with the bid.

Tender without EMD shall be summarily rejected. The EMD of unsuccessful bidders shall be returned within 30 days of the award of contract.

The earnest money will be liable to be forfeited, if the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of his tender.

8) The Purchaser requires that the bidders suppliers and contractors observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the following are defined:

“Corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution:

“fraudulent practice” means a misrepresentation or omission of facts in order to influence a procurement process or the execution of contract;

“collusive practice” means a scheme or arrangement between two or more bidders, with or without the knowledge of purchaser, designed to establish bid prices at artificial, noncompetitive levels; and

“coercive practice: means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of contract;

The purchaser will reject a proposal for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question; The Decision of Director, NCAOR shall be final and binding.

9) A Committee constituted by the Director, NCAOR for the purpose reserves the right to open the bids.

10) A technical Committee constituted by the Director will assess the product supplied/installed for their quality and their conformity to the specifications provided by the firm in their quotations. Any item(s) identified by the Committee to be not as per the specifications or are found to be of inferior quality will be rejected, and the bills towards the supply will not be processed for payment till proper replacements are provided.

11) **No advance payment** will be made. Payment shall be made within 30 days from the date of satisfactory completion of assigned job

12) **The submission of tender** shall be deemed to be an admission on the part of the tenderer, had fully acquainted with the specifications, drawings etc. and no claim other than what stated in the tender shall be paid in the event of award of Purchase Order.

13) **Acceptance of this tender** form and submission of the quote within the stipulated time would be treated as:

a) The tenderer has understood all requirements as described in our Tender document.

c) Agreeing to execute order to the satisfaction of NCAOR or its authorized representatives within the stipulated time.

14) NCAOR will not be liable for any obligation until such time NCAOR has communicated to the successful bidder of its decision to release the Purchase Order.

15) **NCAOR will not be responsible for any postal delays.**

16) Bidders shall note that NCAOR will not entertain any correspondence or queries on the status of the offers received against this Tender Invitation.

17) Tenders from Suppliers/Tenderers whose performance was not satisfactory in respect of quality of supplies and delivery schedules in any organizations, are liable for rejection. The tenders that do not comply with the above criteria and other terms & conditions are liable for rejection.

18) The Director, NCAOR does not bind to accept the lowest quotation and reserves the right to himself, to reject or partly accept any or all the quotations received without assigning any reason.

19) All disputes arising in connection with executing the purchase order will be subject to the Jurisdiction of the Courts in Goa only.

QUESTIONNAIRE

- a. **Name of the Tenderer.**
- b. **Full postal address with Telephone, Telefax, Email.**
- c. **Please specify whether Public Limited, Company, Private Organization or Partnership Firm.**
- d. **Nature of the Business.**
- e. **Date of Establishment.**
- f. **Present Turnover.**
- g. **Permanent Income Tax Ref. No.**
- h. **C.S.T. / S.T. NO.**
- i. **Address & Telephone Nos. Of your branch office in GOA (please specify whether Distributing/Servicing/Marketing the products).**
- j. **Technical Compliance statement.**
- k. **Reference of reputed Customers.**
- l. **Details of the highest order executed and value thereof.**
- m. **Tender fee submitted/enclosed.**
- n. **E.M.D. enclosed.**
- o. **SSI, NSIC Registration Certificate.**
- p. **Tender Acceptance.**

TENDER ACCEPTANCE UNDERTAKING

To

The Director,
NCAOR, Headland Sada,
Vasco – Goa.

Having examined the tender document **for “SERVICING/PAINTING OF CONTAINERS”** we the undersigned hereby offer to supply the equipment in conformity with all specifications and conditions set out in the tender document.

We enclosed all the relevant documents as per the tender.

We understand that you are not bound to accept the lowest or any tender received.

Date :

(Signature of Bidder)

Name :

Designation :

Seal

BANK GUARANTEE FORMAT FOR FURNISHING EMD

To

**NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH
Headland Sada, Vasco-da-Gama, GOA 403 804, INDIA**

Whereas _____
(Hereinafter called the "tenderer")
has submitted their offer dated _____
for the supply of _____

(Herein after called the "tender")
WE _____ of having our registered office
At _____ are bound unto the NATIONAL

(Hereinafter called the Bank)
CENTRE FOR ANTARCTIC & OCEAN RESEARCH, Ministry of Earth Sciences, Govt. Of
India having its office at Headland Sada, Vasco Goa 403 804, India (herein after called
NCAOR which expression shall unless repugnant to the context or meaning thereof include
all its successors, administrators, executors and assigns) in the sum of _____
for which payment will and truly to be made to. NCAOR, the Bank binds itself, its
successors and assigns by these presents. Sealed with the common seal of the said Bank
this _____ day of _____ 2015.

THE CONDITIONS OF THIS OBLIGATION ARE:

- 1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- 2) If the tenderer having been notified of the acceptance of his tender by NCAOR during the period of its validity.
 - 2.a) If the tenderer fails to furnish the Performance security for the due performance of the contract.
 - 2.b) Fails or refuses to execute the contract

We undertake to pay NCAOR up to the above amount upon receipt of its first written demand, without NCAOR having to substantiate its demand, provided that in its demand the NCAOR will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee is valid until the _____ day of _____ 2015.

Signature of the bank

NATIONAL CENTRE FOR ANTARCTIC & OCEAN RESEARCH
 (Ministry of Earth Sciences, Govt. Of India)
 Headland Sada, Vasco-da-Gama GOA 403 804, INDIA
 Tel: 91- (0) 832 2525571 Telefax: 91- (0) 832 2525573
 Email: warlu62@ncaor.gov.in Website: www.ncaor.gov.in

PUBLIC TENDER

Director, National Centre for Antarctic & Ocean Research (NCAOR) invites sealed tenders super scribing Tender No. Item and due date from well established firms to carry out the following :-

Sl. No.	Tender No.	Item Description	Qty.	Cost of Tender Doc.	EMD
				₹	₹
1	NCAOR/P&S/SOE-50443/PT-29	SERVICING/PAINTING OF CONTAINERS	08 Nos.	500.00	15,000.00

Last date for issue of tender documents : 26.10.2015

Last date for submission of quotation : 27.10.2015

The details of tender documents are also available in our website <http://www.ncaor.gov.in> and Central Public Procurement Portal <http://eprocure.gov.in>. Interested suppliers may download the details and submit the quotation on or before the due date along with tender fee.

The quotation without tender fee will not be considered.

Tender forms can be obtained from the Procurement section of NCAOR on all working days either by post or in person between 1000 – 1600 hours on payment of tender fees in the form of crossed Demand Draft payable at Vasco-da-gama only, from a Nationalized bank drawn in favor of NCAOR along with separate requisition indicating tender number and item. Tender forms can be obtained by speed post by remitting ₹ 50/- by Indian bidders in addition to the cost of tender documents.

The Director, NCAOR is not responsible for any transitional/postal delays.

The quotations will be opened on 28.10.2015 in the presence of tenderers or their authorized representatives.

The Director, NCAOR reserves the right to accept or reject any quotation in full or part thereof without assigning any reason.

Sd/-
For & on behalf of NCAOR