

**DREDGING CORPORATION OF INDIA LIMITED  
VISAKHAPATNAM**

**LIMITED TENDER FORM**

Name of the Procuring Entity:

Firm's Reference		Date	
Firm Registration No.(if any)		PAN(attach photocopy)	
TIN/VAT/CST No.		Address:	
Phone			
Fax			
Email			
To, Company Secretary, M/s: Dredging Corporation of India Limited, Dredge House, HB Colony Main Road, Seetammadhara, Visakhapatnam-530022			
		Date of Tender Opening	23.06.2025
		The tender would be opened at 03.30pm on the date of tender opening above, at the address mentioned above.	
<b>Scope of Work:-</b> Preparation, vetting, finalization and submission of Notice, Director's report, Corporate Governance Report, Financial Reports, BRSR report, Management's Discussion and Analysis (MDA) and Chairman Speech of the Annual Report for the FY 2024-25 as per the Companies Act 2013 and SEBI LoDDR 2015 guidelines			
Last date for submission of tender : 23.06.2025			
Time period for submission of Final Report : 31.07.2025			
Tender Cost : NIL EMD : NIL			
SD : NIL			
Payment : payment will made within 30 days after submission of the bill by the party towards successfully completion of the above work			
Confidentiality : All confidential information, intellectual properties and any other data in any form (whether in soft copy or hard copy) whatsoever that may be shared at any point of time, will not be shared with any third-party without seeking and gaining our written approval for the same.			
Please submit your quotation on or before 3:00 pm on 23.06.2025, for the said services in PDF file with password protection to <a href="mailto:kalabhinetri@dcil.co.in">kalabhinetri@dcil.co.in</a> .			
Yours Sincerely Procuring Officer			

Signature & Seal of Authorized Person

Tender Schedule: All Rates in Figures and in Words in Rupees

Sr No:	Description and Specification	Qty	Unit	Delivery Terms	Rate per Unit	Taxes & Duties	Packing/ Forwarding	Total Rate per Unit	Total Value

Delivery Schedule:

Enclosed Specifications/Drawings/Special Conditions of Contract:

Item/Tender Specific Conditions of this Tender:

I/we engage to supply the material(s) to your office and comply the following:

1. Tender schedule and technical specification indicated.
2. Item/tender specific conditions for this tender.
3. Terms and conditions printed overleaf.
4. General conditions of contract signed by me at the time of supplier registration (for registered Suppliers).
5. I/we confirm that set off for the ED, VAT, etc. Paid on the inputs have been taken into consideration in the above quoted price and further agree to pass on such additional duties as sets offs as may become available in future under VAT, etc.
6. This offer is valid for 90(ninety) days from the date of opening of the tender.
7. That we have not been debarred by any Government/Undertaking.
8. That the rates quoted are nothing here than the rates quoted for same item to any Government / Undertaking.
9. That the bid submitted by us is properly sealed and prepared so as to prevent any subsequent alteration and replacement.

Signature & Seal Place & Date:		Name of Authorised Signatory:	
Address:		Tel. No. /Fax. No. /Mobile No. Email Id:	

Signature & Seal of Authorized Person

## **TERMS AND CONDITIONS OF LIMITED TENDER**

- i) The quotation must be in the form furnished by procuring entity and should be free from corrections / erasures. In case there is any unavoidable correction it should be properly attested. If not the quotation will not be considered. Quotation written in pencil will not be considered.
- ii) Quotation will be opened on due date at 3.30 pm at the indicated venue in presence of the tenderers or their representatives who may wish to be present.
- iii) The Government of India reserves the right to accept the offer by individual items and reject any or all tenders without assigning any reason thereof and does not bind itself to accept lowest quotations.
- iv) Participation in this tender is by invitation only and is limited to the selected procuring entity's registered suppliers. Unsolicited offers are liable to be ignored. However, suppliers who desire to participate in such tenders in future may bring it to the notice of procuring entity and apply for registration as per procedure.
- v) Manufacturer's name and country of origin of materials offered must be clearly specified. Please quote whether your organisation is large scale industry or small-scale industry. If you have NSIC/ MSE/ MSI Certificate, please attach it to the quotation. Mention your registration details.
- vi) Complete details and ISI specification if any must accompany the quotation. Make/ brand of the item shall be stated wherever applicable. If you have got any counter offer as suitable to the material required by us, the same may be shown separately.
- vii) Samples must be submitted where specified along with the quotations. Samples must be carefully packed, sealed and labelled clearly with enquiry number, subject and sender's name for easy identification. Rejected samples will be returned at your cost if insisted.
- viii) All drawings sketches and samples, if any, sent along with this enquiry must be returned along with quotations duly signed.
- ix) All supplies are subject to inspection and approval before acceptance. Manufacturer/supplier warranty certificates and manufacturer/ Government approved lab test certificate shall be furnished along with the supply, wherever applicable.
- x) The Government of India reserves the right to modify the quantity specified in this enquiry.
- xi) The prices quoted should be firm till the supplies are completed. Please quote the rates in words and figures. Rates quoted should be free delivery at destination including all charges otherwise the quotation is likely to be rejected. Prices quoted for free delivery at destination will be given preference. If there is no indication regarding the FOR, in the quotation, then it will be considered as FOR destinations. Price quoted should be net and valid for a minimum period of three months from the date of opening of the quotation.
- xii) Payment of sales tax is primarily the responsibility of the seller and will not be paid unless the percentage value is clearly mentioned in the quotations. If no indication regarding CST/ST is recorded in the quotation, the CST/ST will be considered as included.
- xiii) Delivery period required for supplying the material should be invariably specified in the quotation.
- xiv) In case your quotation is accepted and order is placed on you, the supply against the order should be made within the period stipulated in the order. The Government of India reserves the right to recover any loss sustained due to delayed delivery by way of penalty. Failure to supply the material within the stipulated period shall entitle Procuring Entity for the imposition of penalty without assigning any reasons @ 1/2% (half percent) of the total value of the item covered in order as penalty per day subject to a maximum of 5% (five percent) unless extension is obtained in writing from the office on valid ground before expiry of delivery period.

Signature & Seal of Authorized Person

- xv) If the deliveries are not maintained and due to that account Procuring Entity is forced to buy the material at your risk and cost from elsewhere, the loss or damage that may be sustained there by will be recovered from the defaulting supplier.
- xvi) Dispute clause: Any dispute relating to the enquiry shall be subject to the jurisdiction of the court at [indicate Place] only.
- xvii) Our normal payment terms are 100% (hundred percent) within 30(thirty) days on receipt and acceptance of material at our site in good condition.

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