



ड्रेजिंग कॉर्पोरेशन ऑफ़ इण्डिया लिमिटेड
DREDGING CORPORATION OF INDIA LIMITED
परियोजना कार्यालय: हल्दिआ
PROJECT OFFICE: HALDIA

संदर्भ सं.डीसीआई/मा.सं./

Ref: DCI/HAL/OPS/AC/2020-21

दिनांक

Date: 01.06.2020

To,
M/s

Dear Sir,

Sub: Tender for "Procurement and installation of "CARRIER" 03 no. split ACs (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton, Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)"..: - Reg.

Dredging Corporation of India Limited (DCI) has been allotted RCC Roofed Covered Space (i.e. 3 rooms and 1 toilet including Passage) altogether msg. about 98.60 sq. mtrs. at ground floor of the HPSU building at Haldia Township in the Residential Zone of HDC covered area for Office Purpose.

Necessary Tender for "Procurement and installation of "CARRIER" 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)". Sealed tenders are invited from authorized contractors in single bid system for the above mentioned work.

Tenderer are requested to visit the premises to inspect the job prior to submission of tender. The Tenderer are requested to go through the "General Terms and Conditions" of the tender and quote accordingly. The scope of work is detailed separately. Tender for "Procurement and installation of "CARRIER" 03 no. split ACs with buyback"

DREDGING CORPORATION OF INDIA LIMITED
(A GOVERNMENT OF INDIA UNDERTAKING)
'PROJECT OFFICE', CHIRANJIBPUR,
HALDIA 721 604

NOTICE INVITING TENDER

Ref. No: DCI/HAL/HR/AC/2020-21

Date: 01.06.2020

Sealed Tenders are invited in Single Cover system by Dredging Corporation of India Limited, Haldia from experienced firms for the following work:

1. Name of work : Tender "Procurement and installation of "CARRIER" 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)"
2. Bank Details : The details of DCI Current Account at syndicate Bank is as follows:-
DCI Current Account No:- 35833070000014
Branch Name:- DCI Ltd Port Area Branch,
Visakhapatnam
IFSC/RTGS No:- SYNB0003583
SWIFT Code No:- SYNBINBBO32
3. Issue of tenders : From 02.06.2020 to 16.06.2020
4. Last date time for submission of tender : 16.06.2020 up to 1500 hrs
5. Date of opening of the tender document : **16.06.2020** at 15.30 hrs.
6. Cost of tender : NIL
7. EMD : RS. 5000/- (Rupees Five thousand only)
(Payment through online)

Interested eligible Tenderers may obtain the detailed NIT and complete tender documents are hosted in our website <http://www.dredge-india.com>, Central Public Procurement Portals - <http://www.eprocure.gov.in> and <http://www.tenders.gov.in>. The interested parties may download the tender documents from the website.

Dredging Corporation of India Ltd. reserves the right to:

1. Issue Tender Documents only to those considered capable to execute the work.
2. Accept or reject any or all Tenders without assigning any reason whatsoever.
3. Cancel the tender enquiry at any stage without assigning any reason.
4. Accept the tender in whole or part.
5. Reject the tender received with counter conditions.
6. DCI will not involve any local and other problem any way.

MINIMUM CRITERIA.

1. The tenderer should have CARRIER AGENCY.
2. The tenderer should have office at Haldia area.
3. The tender including 13 nos. old ACs in by back process.

PROJECT IN-CHARGE,
DREDGING CORPORATION OF INDIA LIMITED,
{ A GOVT. OF INDIA UNDERTAKING },
HPSU BUILDING, GROUND FLOOR
HALDI DOCK COMPLEX,
P.O. - TOWNSHIP.
HALDIA-721607

GENERAL TERMS AND CONDITIONS:

1. Sealed Tenders in single cover bid system are invited from the contractors to carry out procuring and installations of “CARRIER” 03 no. split ACs (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton, Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)”.
2. The tender documents shall be carried out strictly as hosted in our website <http://www.dredge-india.com>, Central Public Procurement Portals - <http://www.eprocure.gov.in> and <http://www.tenders.gov.in>. No addition, editing, deletion of matter shall be permitted. If such action is observed at any stage, such tender will be rejected.
3. An Earnest Money deposit [EMD, (No exemption on EMD)] of Rs. 5,000/- (Rupees Five thousand only) has to be deposited through NEFT/RTGS to the DCI mentioned current account. The transaction details, receipt of the RTGS/NEFT transaction should be submitted with the tender at the time of submission of the tender.
4. The tender will be cancel at any reason and at any stage without any explanation.
5. The tender should be submitted in single cover bid system duly super scribed Tender “Procurement and installation of “CARRIER” 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)”
6. The tenders will be received till **1500 hours** and **will be opened on the same day at 1530** hours at DCI Project office, Haldia in the presence of tenderers who wish to be present at that time
7. Tenders received after the due date and time shall not be considered and summarily rejected. The delay due to postal / courier services, etc., shall not be considered.
8. The AC should be installed/complete within 15 days (fifteen days) from the issue of work order.
9. The tenderer shall carefully understood all conditions of tender, site conditions, local conditions, rules and regulations with regard to labor, materials etc., which has a bearing on their bid and the rates quoted, will be deemed to cover all such requirements and contingencies.
10. All tenders must be absolutely clear and qualified failing which the same will not be considered.
11. The Tender should be properly and legibly filled in. Any correction in the Bid should be duly attested by the tenderer. Alterations not authenticated with attestation may result in rejection of tender. Prices should be quoted in Indian rupees only.
12. Rate quoted by the tenderer in figures and words shall be accurately filled, so that there is no discrepancy in the rates written in figures and words. Any revision of rates after opening of the tender will not be accepted.
13. The tenderer should sign & stamp on all pages of the tender documents.
14. The tender should be valid for a period of 90 (Ninety) days from the date of tender opening.
15. The tender is non transferable and if transferred, it is liable for rejection.
16. The successful tenderer shall commence the work within 05 days after receipt of work order from DCI.

The scope of work for Tender “Procurement and installation of “CARRIER” 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)” should complete within 10 days from date of placement of work order.

The word Successful tenderer wherever it occurs in this tender document shall mean the one to whom the work order is awarded.

17. Successful Tenderer should also provide 03 months guarantee for the job.

18. DCI reserves the right to cancel / withdraw the tender or part of the tender at any stage without assigning any reason. Conditional tenders and additional conditions of the tenderer will not be considered.
19. **Arbitration:** In case of any dispute against the tender between D.C.I. and the party (AC Supplier) for the quality of workmanship or materials' used on the work or any matter arising out or relating to the specifications and instructions concerning the works or the execution or failure to execute the same arising during the course of work RGM, KOLKATA is the final authority to take final decision. RGM, KOLKATA is the final authority for the above. No arbitration and court case will be accepted any way.
20. In case the tenderer delays repairs, Liquidated Damages can be levied @ 1 % per week or part thereof, upto maximum of 10% of quoted value.
21. The rate quoted shall be inclusive of all taxes and duties except G. S. T.
22. The quoted rate should be including local labor charges if applicable any.
23. All port charges / permits required for the above work shall be borne by the successful tenderer if applicable.
24. It shall be the responsibility of the tenderer to ensure necessary safety precautions against accident / fire / damage to property / personnel are observed.
25. The Income tax deductible at source will be recovered from the Contractor's bills at source at the appropriate rate as per relevant provision of Income Tax Act or any amendment thereof.
26. Any quotation received for part supply or of doing a portion of the work with responsibility for carrying out remaining works by DCI, will not be considered.
27. The tenderers shall enclose with the tenders copies of Trade License, License granted by the State Government, G. S. T. No. and PAN No. These certificates in original shall be submitted when so demanded for inspection.
28. The Contractor shall take adequate insurance cover for persons to be deployed for execution of this contract. The Contractor shall at his own expenses pay compensation for any injury, loss or reinstate and make good to the satisfaction of DCI for loss or damage accrued to any property or rights of DCI whatever, including DCI's agents/employees, or any third party arising out of or in any way in connection with the execution or purported execution of the contract and further the contractor shall indemnify DCI against all claims enforceable against DCI (or agents /employees of DCI) or which would be so enforceable against DCI where DCI is a private person, in respect of any such injury (including injury resulting to death), loss or damage to any person whomsoever or property including all claims which may arise under the Workmen's Compensation Act or otherwise.
29. **EVALUATION CRITERIA**
A fully priced Bill of Quantities duly totaled shall be submitted with the tender. A price shall be inserted against each item of the Bill of Quantities and these prices shall include all manners of labour, material, plant, tools and all other matters necessary for the execution of the contract in accordance with the general conditions, specifications, drawing, if any, and Bill of Quantities.
If it is found on examination of a tender that there is a discrepancy between the total amount inserted in the Bill of Quantities and the amount arrived at by valuing the quantities set out there in and the rates and prices set against them, by the tenderer, calculation for the total amount will be made on the basis of Unit Rates multiplied by quantities. Evaluation of the tender will be done on the basis of **total amount of Bill of Quantities** thus arrived excluding Service tax as applicable. **The tenderer must not keep any column/space blank in any item under price schedule else the tender is liable for disqualification.**
30. The Tenderer shall disclose the names of their Partners/Directors/Members in the manner stipulated in this tender document. Any change in the composition of the same during subsequent stage of tender finalization as well as during the period of execution of the contract shall be immediately notified in writing to DCI. In the event of any Tenderer failing to comply with the aforesaid requirement, the tender/ contract, if entered into, may be terminated.
31. **Permission from statutory bodies:** The Contractor shall make arrangement for obtaining permission and relevant clearances from the statutory bodies such as Municipal Corporation, Electricity Authorities etc. on payment of necessary charges/fees etc.
32. The work has to be carried out as per Indian Electricity Act 2003, Central Electricity authority Indian Electricity Rules 1956 and the latest revision of IS Code of Practice and any amendments thereof.

Tender for "Procurement and installation of "CARRIER" 03 no. split ACs with buyback"

33. The tenderer will furnish a certificate that he is not related to any officer of Dredging Corporation of India Limited or any officer of the rank of Asst. Secretary or above in the Ministry of Shipping, Government of India. The tenderer should give declaration along with their tender about the names of the relatives, who are employed in Dredging Corporation of India Limited. Proforma of declaration attached. (Annexure-I).
34. The tenderer shall disclose any payments made or proposed to be made to any intermediaries (agents etc) in connection with the tender. (Annexure-II).
35. The tenderer shall give an undertaking that they have not made any payment or illegal gratification to any persons/authority connected with the tender process so as to influence the tender process. (Annexure-III).
36. The successful tenderer** shall ensure obtaining certification from Project In-Charge and the concerned officer of DCI for the job carried out, on which the payment will be arranged. No payment will be made without clear and original certification for the job.
37. **Payment Terms:** Payment will be made within 45 days from the date of receipt of invoice subject to submission of Invoice, Work done Certificate (WDC), work order, complete in all aspects.
38. All payments will be through electronic mode of banking. Successful tenderer** shall furnish their bank account details for electronic transfer of funds.
39. Canvassing in connection with tenders is strictly prohibited and the tender submitted by the tenderer who resorts canvassing will be liable for rejection.
40. DCI is certified for ISO: 9001:2015 (Quality Management system), ISO 14001: 2015 (Environment Monitoring system). International Safety Management System Safety Management System) and ISPS code .The Tenderer should comply the applicable requirements pertaining to the above standards while executing works.
41. Tenders which do not fulfill all or any of the above conditions or are incomplete in any respect, are liable for summary rejection.
42. Registration certification of the firm.
43. Valid license.
44. PAN details with copy of the PAN card.
45. Copy of G.S.T. registration certificate.
46. Bank account detail for electronic transfer of any payment.
47. DCI will not involve any type of local problem any way.
48. The party should have local office at Haldia.

PROJECT-IN-CHARGE

Signature of Tenderer with seal & Date

DREDGING CORPORATION OF INDIA LIMITED
PROJECT OFFICE: HALDIA

Sub: Tender for “Procurement and installation of “CARRIER” 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO + 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)- Reg.

Sl. No.	Description	Details (Attach copy of document in support of claim)
1.	1. Name and full address of the firm with telephone/fax/email addresses	
	2. Name of the contact person with mobile no.	
2.	Copies of valid Contractor’s License, VAT/CST Registration No., Trade License, PF, ESI, Service Tax Registration and PAN.	
3.	G.S.T. NO.	
4.	AADHAR NO. of the owner.	

I / We hereby confirm having read and understand all the terms and conditions of this tender and I/we hereby agree to abide by them.

Signature of Tenderer with seal & Date

DREDGING CORPORATION OF INDIA LIMITED
PROJECT OFFICE: HALDIA

BOQ

Sub: Tender for “Procurement and installation of “CARRIER” 03 no. split AC (02 nos. split AC Two Ton each and 01 no split AC One Ton) and installation of 03 nos. old ACs at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)”.

Ref ; Tender no.- DCI/HAL/HR/AC/2020-21 Date: 01.06.2020

“Procurement and installation of “CARRIER” 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)”				
SL. NO.	DESCRIPTION	QTY	UNIT RATE (Rs.)	AMOUNT (Rs.)
1	Provide, supply and installation of “CARRIER” SPLIT AC 2 TON MODEL : 24K EMPERIA NEO + 3 Star	02 NOS.		
2	Provide, supply and installation of “CARRIER” SPLIT AC 1 TON MODEL : 12K EMPERIA NEO + 3 Star	01 NO.		
3	OLD WINDOW AC BUY BACK	12 NOS.		
4	OLD SPLIT AC BUY BACK	01 NO.		
Total (1+2)-(3+4)				

Total amount in words = _____

Rates quoted shall be inclusive of all overheads, labor, material, consumables, transportation and taxes.

Signature of the Tenderer with Seal & Date

To
M/s Dredging Corporation of India Limited,
Ground Floor, HPSU Building,
Township, Haldia-721604,
Purba Medidnipur, W.B.

Date: _____

Sir,

Sub: Tender for “Procurement and installation of “CARRIER” 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)”

As per tender no. DCI/HAL/HR/AC/2020-21 Date: 01.06.2020, and Clause No. 33 of General Terms & Conditions, we hereby certify that, we are not related to any Officer of Dredging Corporation of India Ltd or any Officer of the rank of the Asst. Secretary or above in the Ministry of Shipping, Road Transport and Highways, Government of India and also certify that we do not have any relatives employed in the Dredging Corporation of India Ltd.

Thanking you,

Yours faithfully,

Signature of the Tenderer with Seal & Date

To
M/s Dredging Corporation of India Limited,
Ground Floor, HPSU Building,
Township, Haldia-721604,
Purba Medidnipur, W.B

Date: _____

Sir,

Sub: Tender for “Procurement and installation of “CARRIER” 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO+ 3 Star) at DCI new project office premises at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)”- Reg.

With reference to your Tender No. DCI/HAL/HR/AC/2020-21 Date: 01.06.2020. and as per Clause No. 34 of General Terms & Conditions, details of payments made or proposed to be made to any intermediaries (agents etc). in connection with the tender are as follows;

Thanking you,

Yours faithfully,

Signature of the Tenderer with Seal & Date.

To
M/s Dredging Corporation of India Limited,
Ground Floor, HPSU Building,
Township, Haldia-721604,
Purba Medidnipur, W.B

Date: _____

Sir,

Sub: Sub: Tender “Procurement and installation of “CARRIER” 03 no. split AC (02 nos. split AC Two Ton each Model No. EMPERIA NEO+ 3 Star and 01 no split AC One Ton Model No. EMPERIA NEO+ 3 Star) at HPSU Building covered area ground floor, Town ship Haldia and buy back of 13nos old ACs (12 nos. window and 01 no split)”- Reg.

With reference to your Tender No. : DCI/HAL/HR/AC/2020-21, Date: 01.06.2020. and as per Clause No. 3 of General Terms & Conditions, we hereby certify that, we have not made any payment or illegal gratification to any person / authority connected with to the tender so as to influence the tender process.

Thanking you,

Yours faithfully,

Signature of the Tenderer with Seal & Date

DREDGING CORPORATION OF INDIA LIMITED

FORM FOR VENDOR CODE CREATION/CHANGES IN ERP			
<u>1.0 VENDOR DETAILS:</u>			
Name of the Vendor		* Vendor Code	
Address (including PIN code)			
Mobile Number		Email ID	
<u>2.0 Taxation and Other Registration Details : (Supporting copies needs to be attached)</u>			
PAN No.		GSTIN	
Type of Vendor			
Note: In case vendor does not provide PAN, TDS @ 20% will be deducted			
<u>3.0 Bank Details : (Copy of cancelled cheque needs to be attached)</u>			
Bank Name, Branch & City			
Bank Account Number		IFSC Code	
<u>4.0 PURPOSE FOR WHICH VENDOR CODE IS REQUIRED TO BE CREATED/MODIFIED IN ERP</u>			
Recommended by (Person requesting for creating/modification of the Vendor Code)	Approved by (Concerned Section HOD)	Remarks if any	
Name :			
Signature :			
Created by (in ERP) (AM-F)	Approved by (JGM - IT)	Approved by (in ERP) (JGM - F)	
Name :			
Signature :			
Date :			

* To be filled by Corporate Accounts

FORM CREATED ON 05/07/2017