

DREDGING CORPORATION OF INDIA LIMITED
(A Government of India Undertaking)
DREDGE HOUSE, PORT AREA
VISAKHAPATNAM - 530001

DCI/HR/06/AMC/2017

Dt.10/05/2017

To,

NOTICE INVITING TENDER

Dear Sir,

DCI invites sealed Tenders from the reputed registered firms for the award of Annual Contract for supply of packaged drinking water in jars of 20 litres each in the office of DCI, AOB at the address mentioned above as per details mentioned at Annexure for a period of one year from the date of award of the contract.

All the eligible firms shall submit along with application definite proof from appropriate authority as Authorized dealer of OEM duly, signed in ink.

The terms and conditions of the tender can be downloaded from the website of the DCI www.dredge-india.com and www.tenders.gov.in and www.eprocure.gov.in. The tender may be addressed to Jt. Manager (HR)(GS) DCIL, Dredge House, Port Area, Visakhapatnam-530001

Earnest Money Deposit	:	Bank Draft of Rs.1500/- (Rs. Fifteen hundred only) in the name of Dredging Corporation of India, Visakhapatnam
Last date of receipt of Tender	:	Up to 1500 hours on 22.05.2017
Date of opening of Tender	:	at 1530 hours on 22.05.2017

Jt. Manager(HR)(GS)

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TERMS & CONDITIONS OF THE TENDER FOR SUPPLY OF PACKAGED DRINKING WATER IN JARS OF 20 LITRE EACH IN THE OFFICE OF DCI, AOB

1. Tender shall be submitted in official tender form only. If submitted in any other form the same shall be summarily rejected.
2. The name and address of the tenderer shall be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender unless duly countersigned by the tenderer. The tender should be filled in and submitted strictly in accordance with the instructions laid down herein, otherwise the tender is liable to be rejected.
3. The tender is liable to be rejected if complete information is not given therein, or the particulars and details sought therein (if any) asked for in the Schedule to the tender are not filed in.
4. The tender must be addressed to the Jt. Manager (HR), Dredging Corporation of India Ltd., Dredge House, 2nd floor, Port Area, Visakhapatnam and must reach by 1500 hours on 22.05.2017. The tenders will be opened by the Tender Opening Committee in the office of DCI at 1530 hours on 22.05.2017. The tenderers or their representatives may, if they so desire, be present at the time of opening of quotations.
5. A Bank draft as EMD amounting to Rs.1500/- (Fifteen hundred Only) in favour of "Dredging Corporation of India Limited, Visakhapatnam" must be enclosed with the tender. The tender received without EMD or the tenders incomplete in any respect shall summarily be rejected.
6. Late tenders will not be considered.
7. DCI shall in no way be responsible for any default with regard to any statutory obligation and the supplier will identify DCI in case of any damage or liability, which may arise on account of action of the OEM.
8. The firm must enclose details of agreement made by Company for the last three years along with proof with different Companies/ Organisation
9. The firm should enclose copies of PAN,TIN,VAT, Service Tax number.
10. All firms who will participate in tender process while submitting their quotations shall give a certificate to the effect that they have not been banned by any authority/ Government Department in the part. If the firm has been banned by any Ministry/Department of Government, the same should be mentioned in the bid. If any such information regarding ban is found to be incorrect, their quotation/contract shall stand cancelled on this account alone.
11. The bidders are also required to submit an undertaking that none of his/their near relatives are working in DCI on a permanent/temporary basis
12. The bidders are required to quote rates for packaged drinking water (20 ltrs jars) one out of the five brands (Bislery, Life Line, Aquafina, Bailley & Bibo) as given in Annexure. However, the tender will be awarded to the L-1 bidder whose rate/quote inclusive of all taxes/charges as the minimum among all five brands.

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13. The rates quoted shall remain in force for the full period of contract.
14. The daily requirement will be approx. 15-20 jars. The firm should be in position to supply packaged drinking water on very short notice as and when required based on actual requirement.
15. The selected firm/agency will have to provide four suitable cool & hot water dispersers in the office of DCI and will have to maintain it also. No additional charge will be paid for the same.
16. The owner of the firm should be available on his Landline telephone and also on mobile phone.
17. The firms will have to enclose a copy of Authorisation Certificate from the manufacturer duly signed in ink.
18. The Annual Contract shall be operative immediately after award of the contract DCI shall, however has right to terminate the contract at any time if the service of the firm is found unsatisfactory. In this respect the decision of the DCI will be final and binding on the contractor.
19. The packaged water shall be as per BIS standard specification. In case of deficiency in services or poor quality of water. It would be open for the DCI to cancel the contract and forfeit the performance security. The water jars should remain BIS mark.
20. Compensation, if any, due to illness caused due to make of water supplied by the contract, will be borne by the supplier.
21. Tenders may please quote their unconditional rates and it shall be ensured that there is no cutting/overwriting in the tender form. The price quoted at the time of submission of tender should remain valid for 60days from the date of tender opening and the rates finalized on the basis of these prices shall remain in force during the currency of the contract which will normally be for a period of one year. It may specifically be noted that no changes/escalations on accepted rates shall be allowed during currency of the contract.
22. The contract shall normally be awarded to the lowest evaluated bidder whose bid has been founds to be responsive and who is eligible/ qualified to perform the contract satisfactorily as per the terms and conditions incorporated in the tender document DCI reserves the option to select more than one firm for award of contract to endure uninterrupted supply during the currency of the contract.
23. The Company/firm shall enclose copies of performance certificates from at least three (3) different Government clients for the similar work/brand during the last three (3) years.
24. The EMD of Rs.1500/- converted into Security Deposit of L-1 firm.
25. The quoted price should clearly indicate the details of taxes also.
26. No other charges will be payable like transportation, fare etc, for providing the services.
27. If the supplier fails to supply the water jars/water bottles in the stipulated time or it the quality of the water is not as per the approval/required norms, DCI shall be free to make necessary

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procurement of water jars from the market at the suppliers risk and cost which shall be recoverable from his pending bills or performance security besides resulting in cancellation of the contract. In case of any deficiency in service, a penalty of 5% of the total amount of the bill for the relevant period will be imposed.

28. DCI shall be free to test the sample of drinking water supplied by the supplier from any independent source for which all required cooperation/documentation shall be submitted by the suppliers.

29. All matters/disputes pertaining to the tender and resultant contract shall be settled by the Chairman & Managing Director, DCI whose decision shall be final and binding on all parties.

30. The tender should enclose a signed copy of the terms and condition stipulated for award of the contract conveying his acceptance of the same.

31. The rates are required to be quoted as per Annexure. Taxes (VAT, Service Tax, etc) if any may be specifically and separated indicated in the quotation.

32. The selected form will raise the bills on monthly basis.

33. All the tenderers are requested to read and understand the terms and conditions of the tender/contract as detailed out in the foregoing paragraphs before sending their quotations as no change or violation of the aforesaid terms & conditions are permissible once the quotation is accepted by DCI.

JT.M (HR) (GS)

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ANNEXURE

ANNUAL CONTRACT FOR PACKAGED DRINKING WATER FOR THE DCI

1. Name of the tenderer (in block letter)
2. Registered address of the Firm
3. Address of Godown/storage point/delivery point
4. Bank Draft No & date
5. Amount of Draft
6. Name of the Bank
7. VAT/Service TaxNo.
8. PAN No/TIN No.
9. Whether an undertaking has been enclosed none of the near relatives of the bidder/firms are working in DCI on a permanent/temporary basis.
10. Whether proof of firm appropriate authority as Authorized dealer of OEM duly signed in ink has been enclosed.
11. Performance Certificate/Experience certificate for the last three years along with proof with different Government Department /organisations (enclosed copies)

Sl.No	Name of the Department	Period	Brand
1.			
2.			
3.			
4.			

(if space is not sufficient please attach separate sheet)

Sl.No	Brand	Rate offered (Rs.) per jar 20 Litres	VAT/Taxes	Total Rate offered (Rs.) per jar of 20 litres (including VAT/Taxes)
1.	Bisleri			
2.	Life Line			
3.	Aquafina			
4.	Bailley			
5.	Bibo			

Date:
Place:

Signature of the authorized person
Name:
Seal: