

To

Dear Sir,

Sub:-Supply and fixing of full glass partitions at Lobbies- Reg

Dredging Corporation of India Limited intends to provide Full Glass partitions in the lobbies in front of the two lifts at 2nd &3rd Floors of DCI new Administrative Office Building at H.B.Colony, Seethammadhara, Vsp.

Interested reputed parties who are undertaking similar works are requested to obtain the tenders documents by paying an amount of Rs 270.00 (Rupees Two Hundred Seventy only) online in DCI account as per the details given below towards the cost of tender documents. The payment details made online may be forwarded to email treasury@dcil.co.in and confirmation to be obtained. The tender documents may be obtained from the under signed from 03.07..2020 to 14.07.2020.

The detailed tender documents are hosted in the website www.eprocurement.gov.in , and www.dredge-india.com .You may also down load the tender documents from the above websites for participation in the tender by paying an amount of Rs 270.00 online in DCI account towards the cost of tender documents (non-refundable) along with the tender, without which the tender documents will be summarily rejected.

DCI Bank Details:

Name of the Bank : Syndicate Bank

Branch : DCI Branch, Dredge House, Port Area, Visakhapatnam- 01

IFSC Code : SYNB0003583

Current Account No : 35833070000014

Thanking you,

Yours faithfully,
For Dredging Corporation of India Ltd

HOD (HR)

Ph. No.:0891-2523250 /2871234
Fax: 91-891-2560581, 2565920

DREDGING CORPORATION OF INDIA LIMITED
H.B COLONY MAIN ROAD,
SEETHAMMADHARA
VISAKHAPATNAM - 530022

Ref.No. DCI/HR/06/E/Glass Partition/2020/

Dated: 03.07.2020

Dear Sirs,

Sealed Tenders are invited from reputed parties who are undertaking Glass Partition works for supply and fixing of Glass Partition at 2nd & 3rd Floor Lobbies in front of two lifts at our New Administrative Office Building, H.B Colony Main Road, Seethammadhara, Visakhapatnam-22. The tender documents containing in Section - I to Section-V are as under.

Section-I	Tender
Section-II	Scope of Work/Technical Specifications
Section-III	General Conditions of Contract
Section-IV	Special Conditions
Section-V	Bill of Quantities

02. Tenderers are requested to go through the tender documents carefully before quoting their rates.
03. Tenderers must sign on each and every page of the tender in token of acceptance of the conditions of the Tender.
04. Tenderers are requested to submit their bid in a sealed cover on or before 1500 hrs on 15.07.2020
05. The Bids will be opened on 15.07.2020 at 1530 hrs. in the presence of such Tenderers / their Authorised representatives who are present at that time.

Thanking you,

Yours faithfully,

For Dredging Corporation of India Limited.,

HOD (HR)

Encl: As above

SECTION – I

TENDER

M/s. Dredging Corporation of India Limited is desirous of providing Glass Partition in the lobbies at their Administrative Office Building, H.B Colony Main Road, Seethammadhara, Visakhapatnam-22. The details with regard to Security Deposit, Period of Contract, etc., as indicated in the following Memorandum

MEMORANDUM

- i) Name of Work : Supply and fixing of Full height Glass Partition in the lobbies at 2nd&3rd Floors at their Administrative Office Building, H.B Colony Main Road, Seethammadhara, Visakhapatnam-22.
- ii) Cost of Tender Documents : Rs270.00 (Rupees two hundred seventy only)
- iii) EMD : Rs.5,000.00 (Rupees Five thousand only)
- iv) Security Deposit : 5% on the value of the work. The S.D shall be submitted only after opening of the tender and if you are L-1 and before placing the order.
- v) Period of contract : 90 days from the date of receipt of purchase order.
- vi) Issue of Tender Documents : From 03.07.2020 to 14.07.2020 on all working days
- vii) Last date for Receipt of Tenders : Up to 1500 hrs. on 15.07.2020
- viii) Date & Time of Opening of Bids : at 1530 hrs. on 15.07.2020

2. Should this tender be accepted, I/We here by agree to abide by and fulfil the terms and conditions and other provisions contained in the tender documents, Tender (Section-I), Scope of work (Section-II), General Conditions of contract (Section-III), Special Conditions (Section-IV), Bill of Quantities (Section-V). have been read by me/us read and explained to me/us so far as they are applicable.

SIGNATURE OF THE TENDERER WITH SEAL

3. In default of any of these conditions, I/We agree to set off the extra cost if any, for carrying out the work at my/our risk and cost against the Security Deposit available with the Dredging Corporation of India Limited, or its successors and to pay the DCI or its successors on demand as debt due any amount required to meet the extra cost of carrying out the work over and above Security Deposit furnished by me/us.

4. I/We hereby confirm having read and understood all the terms and conditions of the tender and abide by these terms and conditions.

Signature of the Tenderer
(at the time of submission
of tender) with Seal

Date
day of
2020

Signature of the Witness
to the Contractor's
Signature

Witness:
Address :
Occupation:

SIGNATURE OF THE TENDERER WITH SEAL

SECTION-II

Scope of Work & Technical Specifications

- 01 Supply, fixing of 12mm thick frameless toughened glass partitions in the lobbies at 2nd & 3rd floors of our Administrative Office Building, H.B Colony Main Road, Seethammadhara, Visakhapatnam-22.
- 02 All the works as mentioned in the Bill of Quantities shall be carried out as per the standard BIS norms.
03. Vendor should have office in Visakhapatnam for service support

SIGNATURE OF THE TENDERER WITH SEAL

SECTION-III

GENERAL CONDITIONS OF CONTRACT

1. The Tenderer cover super scribed with “Tender for supply and fixing of Frameless Glass Partitions” Tender No. DCI/HR/06/E/Glass Partition/2020 dated 03.07.2020.
2. The sealed tender completed in all respects may either be submitted by post before the stipulated time and date i.e., 1500 hrs. on 15.07.2020 or the same may be dropped in the tender box placed at Ground Floor., North Wing, “Dredge House” , H.B Colony Main Road, Visakhapatnam-530 022. In case the tenders are sent by post, DCI will not be responsible for any postal delays. Unsealed tenders will be summarily rejected.
3. The Tenders will be opened at 1530 hours on the due date (i.e. 15.07.2020) in the presence of such tenderers/representatives who are present at that time.
4. Tenders received after specified time and date will not be accepted.
5. Amount specified above towards cost of tender documents and EMD are to be remitted separately to the following account through e-payment (NEFT/RTGS) / Bank Guarantee. The confirmation of receipts are to be obtained by the bidder from DCI HO’s e-mail id “treasury@dcil.co.in” and to be enclosed with the bid along with electronic receipt/ UTR:

Bank:- Syndicate Bank Branch:-DCI Ltd., Dredge house, Port Area, Visakhapatnam.
Current Account No: - 35833070000014
IFSC No: - SYNB0003583
SWIFT Code No: - SYNBINBBO32
6. Towards Security Deposit for the due fulfilment of this contract, amount as stated in Memorandum will have to be deposited by the successful tenderer before award of the work. The EMD will be treated as part of SD.
7. All tenders must be absolutely clear, failing which the same will not be considered.
8. All columns would be properly and legibly filled in. No column would be left blank. Any correction in the rates etc. would be duly attested by the tenderer. Alterations, if any, not authenticated with attestation may result in the rejection of the tender.
9. Rates quoted by the tenderer in item rate tender in figures and words will be accurately filled in so that there is no discrepancy in the rates written in figures and words.
10. Special care should be taken to write the rates in figures as well as in words, in such a way that the interpolation is not possible. In case of figures words Rs. would be written before the figures of Rupees and words paise after decimal figures viz., Rs.2.15 Ps. And in the case of words, the word Rupees should precede and the words paise would be written at the end. Unless when the rate is in whole rupee , it would be invariably be up to two decimal places.
11. The rate will be quoted in decimal coinage and will be noted in words and figures. The amount for each item would be worked out and the requisite total given.
12. If the amount of an item is not worked out by the tenderer, it does not correspond with the rate written either in figures or in words, then the rate quoted by the tenderer in words will be taken as correct.

SIGNATURE OF THE TENDERER WITH SEAL

13. Where the rate quoted by the tenderer in figures and words tallies but the amount is not worked out correctly, the rate quoted by the tenderer will be taken as correct and not the amount.
14. Item rate tender bearing any inscription either to increase or decrease the quoted, will not be considered and such tender will be rejected summarily.
15. The tenderer should sign on all pages of the tender documents including schedule attached with the tender while tendering for the work.
16. The rate quoted in the tender will remain firm during the currency of contract including the extended period if any. Escalation on any account is not admissible.
17. When a tenderer signs a tender in an Indian Language, the rates and the total amount tendered would also be written in the same language. In the case of illiterate contractors, the rates or the amounts tendered would be attested by witness.
18. The rate quoted by the tenderer shall be inclusive of GST or any other taxes in respect of this contract and the above taxes will be payable by the tenderer and Dredging Corporation of India Limited will not entertain any claim whatsoever in this respect. However, with regard to GST, proof of payment to the concerned authorities shall be submitted/entered in the concerned website
19. The tender should be valid for a period of 90 days (ninety) days from the date of opening.
20. DCI reserves the right to cancel/withdraw the tender at any stage without assigning any reason.
21. Conditional tenders and additional conditions of the tenderer will not be considered.
22. In the event of any breach of contract on the part of the contractor, the Corporation reserves the right to forfeit the entire security deposit in favour of the Corporation. Corporation also reserves the right to get the balance work executed by some other sources at the risk and cost of the tenderer.
23. All rules and regulations governing the Dredging Corporation of India Limited will be applicable.
24. If as a result of any post audit, any amount is found to be recoverable from the tenderer, the same will be recovered first from any sum due to the tenderer against any current bill of the tenderer and/or from their security deposit and/or from any other amount due from the Corporation and/or on demand
25. All claims of the Dredging Corporation of India Limited against this contract or any other transactions whatsoever will be recovered from the amounts due to the tenderer under this account.
26. If the tenderer makes default in proceeding with the work with due diligence, due to lack of resources or organization or work operated is not up to the expected standards, the Corporation reserves right to cancel the contract at 3 (three) days' notice at any time during the currency of the contract. If the tenderer fails to execute the work as per conditions of the contract the Corporation reserves the right to cancel the contract and to get the work executed through other agencies at the risk and cost of the tenderer. The Corporation would be entitled to withhold any sum due and payable to the tenderer towards the sum as a result of the said breach or default. The contractor will not have any claim for compensation or otherwise on this account.
27. The tender is non-transferable and if transferred, it is liable for rejection.
28. **ARBITRATION:** Should any dispute or difference arise between the Corporation and the contractor in connection with this contract, or as to the rights and liabilities of the parties hereto, it will be referred to

SIGNATURE OF THE TENDERER WITH SEAL

Arbitration by a Sole Arbitrator, a person to be appointed by the Chairman-cum-Managing Director, Dredging Corporation of India Ltd., Visakhapatnam and the award of the Arbitrator shall be final and binding upon the parties hereto, subject to the provisions of the Arbitration and Conciliation Act, 1996 (Act, 26 of 1996). The Arbitrator will give a reasonable award. It will be in accordance with the provisions of the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof. The Arbitrator may from time to time with the consent of the parties enlarge the time for making & publishing the award. The Sole Arbitrator is prohibited from awarding any interest in the award either for the pre-reference period or pendelite. The venue of the Arbitration will be Visakhapatnam, and the courts at Visakhapatnam will have exclusive jurisdiction on all matters with reference to this contract.

29. 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 a 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).

30. The tenderer shall give an undertaking that they have not made any payment or illegal gratification to any person/ authority connected with the bid process so as to influence the bid process and have not committed any offence under PC act in connection with the bid (Proforma enclosed).(Axxexure-II)

31. The tenderer shall disclose any payments made or proposed to be made to any intermediaries (agents) in connection with the bid.(Proforma enclosed)(Annexure-II)

32..Canvassing in connection with tender is strictly prohibited and the tender submitted by the tenderer who resorts to canvassing will be liable for rejection.

33. Tenders, which do not fulfil all or any of the above conditions or incomplete in any respect, are liable for summary rejection.

34. The work will be commenced and completed as per the time schedule mentioned in the tender document. In the event of delay in commencing the subject work, as stipulated in the work order, the work order issued to the party will be cancelled and Security Deposit will be forfeited.

35. If the tenderer fails to complete the work, DCI reserves the right to execute the work from the other sources at the risk and cost of the tenderer and Security Deposit submitted will be forfeited.

36. No claim for the increase in the rates of the materials and labour during the contract period will be entertained by DCI. Post-tender negotiations are banned, except in the case of negotiations with L-1 (i.e. lowest tenderer).

37. In case the tenderer fails to execute and complete the works within the stipulated period, liquidated damages @ 1% per week or part thereof up to a maximum of 10% of the contract value for delay in the completion of work will be levied.

38. The Security Deposit will be submitted before award of the work. The Security Deposit amount will be returned after successful completion of the contract and on completion of guarantee period. During the above period, the tenderer will rectify, defects, if any found at his cost.

39. The tenderer will make their own arrangements for the transportation of all materials. The same will be kept under their safe custody till they are utilized on the work and DCI will not be held responsible for any loss etc.

40. Time is the essence of the contract. The tenderer will complete the work within the stipulated time. However, suitable extension of time will be granted in case of stoppage of works due to natural calamities and other reasons if found necessary for completion of this work, at the discretion of competent authority.

SIGNATURE OF THE TENDERER WITH SEAL

SECTION-IV
SPECIAL CONDITIONS

01. The quantities mentioned in the Bill of Quantities are only approximate. The Corporation reserves the right to increase/decrease the quantities up to (Plus or minus) 20% or not to consider the items for acceptance.
02. The tenderers should specify whether they are Manufacturers / Authorized Dealers for the product for which they are submitting their offer.
03. For patented items, Corporation reserves the right to demand submission of material price lists.
04. The successful tenderer(s) shall require to complete the work within the scheduled time. The acceptance of the work is subject to fulfilling all the conditions of the tender. Bills for payment shall be settled within 30 days after completion of work and on submission of invoice / other details. No part payment shall be made. In the event of failure to complete the work, as per Work- Order, within the stipulated period, Liquidated Damages shall be levied by way of penalty which shall be deducted from the respective bills, at 1% per week or part thereof on the value of the balance work to be completed, up to a maximum of 10% of the contract value, as per Work- Order, for non- completion of the work.
05. The Security Deposit will be refunded to the tenderer, after satisfactory completion of the guarantee period.
06. The following details may be submitted along with the “Technical Bid” cover.
 - A) Experience during the last 05 years period along with the copies of work-orders duly mentioning the value of work, etc.
 - B) Annual turn over the last three years period. (attach certified copies of audited balance sheet)
2016-17 2017-18 2018-19
 - C) EMD/Cost of tender document particulars such as UTR No., etc.
 - D) Details of Bank i.e Bank A/C No., IFSC code, etc.
 - E) PAN details
 - F) GST registration, etc.
- 09.. The personnel deployed to carry out work in DCI premises shall hold ID card issued by the tenderer.

SIGNATURE OF THE TENDERER WITH SEAL

PROFORMA

Date:

To

M/s.Dredging Corporation of India Ltd.,
“Dredge House”, HB Colony Main Road
Seethammadhara
VISAKHAPATNAM-530022

Sir,

Sub: Supply and fixing of Glass Partitions - Reg.

With reference to your Tender No.DCI/HR/06/E/ Glass Partition/2020 dated 03.07.2020 and as per Cl.No.29 of General Conditions of the Contract, 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, 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,

PROFORMA

Date:

To

M/s.Dredging Corporation of India Ltd.,
“Dredge House”, HB Colony Main Road
Seethammadhara
VISAKHAPATNAM-530022

Sir,

Sub: - Supply and fixing of Glass Partitions-Reg

With reference to your Tender No. DCI/HR/06/E/ Glass Partition/2020 dated 03.07.2020 and as per Cl.No.30&31 of General Conditions of the Contract, we hereby certify that, we have not made any payment or illegal gratification to any person/authority connected with the Bid process so as to influence the Bid process and have not committed any offence under the prevention of Corruption Act in connection with the Bid

Thanking you,

Yours faithfully,

SECTION – V

BILL OF QUANTITIES

SL. NO	Description of the item	Qty	Unit price		Total	
			Rs.	Ps.	Rs.	Ps.
01.	Supply, Fixing of 12 mm thick frameless toughened clear glass partition of Saint Gobain make at 2 nd & 3 rd Floor lobbies including all materials and labour charges	547 SFT				
02.	Supply, Fixing of glass partition patch fittings of Hardwyn make inclusive of the following Top & Bottom patch wall to glass patch 80 Kgs Door springs Pivot 18” H Handles Bottom locks Making holes in the glass for fixing access control system any other materials as required for completing the glass partition work required as per site conditions	547 SFT				
	Total basic Value					
	GST @ % on the above items					
	Total Including GST					

(Rupees

only)

Note:- 1) Tenderers are requested to inspect the location of the glass partitions to be fixed in our premises before quoting their rates.

2) Income Tax/ other Taxes, if any will be deducted from the bills as per the rules prevailing from time to time

3) The above charges shall be inclusive of all taxes, duties, levies, scaffolding ,etc.

Station:

Date :

SIGNATURE OF THE TENDERER WITH SEAL

FORM OF BANK GUARANTEE BOND FOR EARNEST MONEY DEPOSIT).

(To be executed on Rs.100/- Non-Judicial Stamp Paper)

In consideration of Dredging Corporation of India Limited, a Company incorporated under the Company's Act 1956 and having its Registered Office at Core-2, 1st Floor, SCOPE MINAR, Plot No.2A & 2B, Laxmi Nagar District Centre, Delhi-110091 (hereinafter called the "DCI" having agreed to exempt M/s. _____ (indicate Name & Full Address of the Tenderer) (hereinafter called the said "Tenderer") from payment under the terms and conditions of the tender dated _____ No. _____ made between the DCI

and the Tender for _____

(herein after called the said "Tender") of Earnest Money Deposit in cash for the due fulfilment by the said Tenderer of the terms and conditions contained in the said Tender on production of a Bank Guarantee for Rs. _____ (Rupees _____ only).

We _____ (indicate the name of Bank)

(hereinafter referred to as "the Bank") at the request of M/s. _____ the said Tenderer do hereby undertake to pay to the DCI an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the DCI by reason of any breach by the said tenderer of any of the terms or conditions contained in the said tender.

2. We _____ do hereby undertake to pay the amounts due and (indicate the name of Bank)

Payable under this guarantee without any demur, merely on a demand from the DCI stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the DCI by reason breach by the said Tenderer of any of the terms or conditions contained in the said Tender or by reason of the Tenderer's failure to perform the said Tender. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.

3. We undertake to pay to the DCI any money so demanded notwithstanding any dispute or disputes raised by the said Tenderer in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment thereunder and the said Tenderer shall have no claim against us for making such payment.

4. We _____

(indicate the name of Bank)

further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Tender and that it shall continue to be enforceable till all the dues of the DCI under or by virtue of the said Tender have been fully paid and its claim satisfied or discharged or till the DCI certifies that the terms and conditions of the said Tender have been fully and properly carried out by the said Tender and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before _____, we shall be discharged from all liability under this Guarantee thereafter.

5. We _____ (indicate the name of Bank)

further agree that the DCI shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Tender or to extend time of performance by the said Tenderer from time to time or to postpone for any time or from time to time any of the powers exercisable by the DCI against the said Tenderer and to forbear or enforce any of the terms and conditions relating to the said Tender and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Tenderer or for any forbearance, act or omission on the part of the DCI or any indulgence by the DCI to the said Tenderer or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Tenderer.

7. We, _____

(indicate the name of Bank)

lastly undertake not to revoke this guarantee during its currency except with the previous consent of the DCI in writing.

Date the _____ day of _____ 2020

For _____

(indicate the name of Bank)

PROFORMA FOR BANK GUARANTEE FOR SECURITY DEPOSIT)

(TO BE EXECUTED ON NON-JUDICIAL STAMP PAPER WORTH OF RS.100/-)

To,

The Dredging Corporation of India Ltd.,

“Dredge House”, Port Area,

Visakhapatnam/530035.

WHEREAS _____

(indicate Name & Full Address of the Tenderer)

(hereinafter called the “Tenderer”) has submitted its tender dated _____ for the

Execution of (Name of Work)

in favour of DREDGING CORPORATION OF INDIA LIMITED, Dredge House, Port Area, Visakhapatnam-530 001 (herein after called the “CORPORATION”).

KNOW ALL MEN by these presents that we, (Bankers full address)

(herein after called “Bank”) are bound unto the Corporation for the sum of Rs.

(Rupees _____ only) for which

payment will and truly to be made to the said Corporation, the Bank binds itself

its successors and assigns by these present.

THE CONDITIONS of this obligation are:

If the Tenderer withdraws his Tender

- a) during the period of validity of the Tender specified in the Tender (or
 - b) after having been notified of the acceptance of his Tender by the Corporation during the period of Tender Validity.
2. fails or refuses to execute the Agreement

We undertake to pay to the Corporation upto the above amount upon receipt of their first written demand without the Corporation having to substantiate their demand, provided that in their demand the Corporation will note that the amount claimed is due to him owing to the occurrence of one or more of the above conditions, specifying the occurred condition or conditions.

Notwithstanding anything herein contained our liability under this guarantee is limited to

Rs. _____ (Rupees _____ only)

and will remain in force upto 90 days from the date of opening of Tender and any demand in respect thereof must reach the Bank not later than the date of expiry of this guarantee failing which all the rights of the Corporation under the guarantee shall be forfeited and the Bank shall be deemed to be relieved or discharged from all liabilities hereunder.

Dated: