



**DREDGING CORPORATION OF INDIA LIMITED**  
Project Office: Haldia  
*HPSU Building, Ground Floor, Township, Haldia - 721607*

Phone: 03224-251234/253983  
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Tender No.: DHO/Garbage/2021-22/01

Date: 10.07.2021

Tender for **“Removal of Garbage from DCI Dredgers/ Crafts working at Haldia”**

Tender issued to:

M/s. ....

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Project in charge  
Dredging Corporation of India Ltd.,  
Haldia

**DREDGING CORPORATION OF INDIA LIMITED**  
**Project Office: Haldia**  
*HPSU Building, Ground Floor, Township, Haldia - 721607*

Tender No.: DHO/Garbage/2021-22/01

Date: 10.07.2021

**INVITATION FOR BIDS**

Sealed Tenders are invited from experienced and competent firms for 'Removal of Garbage from DCI Dredgers/ Crafts working at Haldia' in two cover systems i.e. Technical Bid and Financial Bid, initially for a period of 2 years, extendable for another one year on the same rates, terms and conditions.

Interested parties may obtain tender documents from our DCIL website Tender tab from 10.07.2021 to 26.07.2021 up to 15:00 hrs on all working days by paying Rs.295/- (Rupees Two hundred and ninety Five only) towards the cost of tender documents (non-refundable) and to be remitted only through NEFT/RTGS and original copy of electronic receipt/UTR to be enclosed with the tender in Technical Bid cover. The detail of DCI Current Account is as below:-

Bank name: Canara Bank
DCI Current Account No: - 35833070000014
Branch Name: - DCI Ltd Port Area Branch,
IFSC/RTGS No: - CNRB0013583
MICR code: 530015032,
Canara Bank, DCI Branch,
Visakhapatnam

Payment will be made to the above account thru NEFT or RTGS transferred from any scheduled commercial Bank towards Tender document cost as well as EMD of an amount of **Rs. 19,000/- (Nineteen Thousand Only)** for the subject tender. DD is not acceptable any way for cost of tender document and EMD, those should be submitted by NEFT/RTGS as per recent practice. The original receipt of NEFT/RTGS proof towards EMD also to be submitted in the Technical Bid cover. The filled tender documents will be submitted at our Tender Box placed at Project office Haldia and the address is mentioned below.

DCIL Ltd.

Project Office: Haldia, HPSU Building, ground Floor, Township, and Haldia – 721607.

The last date for receipt of filled tender is upto 1500 hrs on 26.07.2021 and the Techno-commercial Bids will be opened on the next day at 1530 hrs.

**Pre Qualification Criteria**

Tenderer should possess the following minimum qualifying requirements.

## 1. Technical:

- (i) Should have own registered firm and experience in the similar works is preferable.
- (ii) The contractor should have a valid trade license from Municipality/concerned authority and also valid license/permission from port authorities for removal of garbage from the vessel inside port area and from Municipal Corporation/other environmental pollution control bodies etc. or any other bodies as applicable from time to time.

Signature of Tenderer with seal

2. Financial :

- a) Average annual financial turnover during the past three years end March, 2021 should be at least 2.796 Lakhs.
- b) Experience of having successfully completed similar type of works during last 7 years ending March, 2021 should be any of the following:-
- i) Three similar completed works costing not less than Rs.3.73 Lakhs.  
OR
  - ii) Two similar completed works costing not less than Rs.4.67 Lakhs.  
OR
  - iii) One similar completed work costing not less than Rs.7.46 Lakhs.

Note: i) Work Completion certificate(s) along with Work Order(s) to be submitted as a proof for similar works. ii) Similar works means "Having experience of Removal of Garbage, west oil, scraps from any ship, Burge, and other any type V/L, for in any Port or Public / Private sector organization on hire basis".

Dredging Corporation of India Limited reserves the right:

- i) Tender will be available at E-Government and DCI website only.
- ii) to accept or reject any or all tenderers received without assigning any reasons whatsoever
- iii) To cancel the tender at any stage for the reasons whatsoever it may be.

The detailed NIT and complete tender documents are hosted in our website [www.dredge-india.com](http://www.dredge-india.com), [www.eprocure.com](http://www.eprocure.com) and [www.tenders.gov.in](http://www.tenders.gov.in) . Interested parties may download the tender documents from the website for participation in the bid by paying Rs. 295/- through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender. (The details of DCI Current Account No: 35833070000014, IFSC code: CNRB0013583, MICR code: 530015032, Canara Bank, DCI Branch, Visakhapatnam from any scheduled commercial Bank.)PO towards the cost of tender documents (non-refundable) along with the Technical Bid, without which the tender documents will be summarily rejected. DD is not acceptable any way for cost of tender document and EMD, those should be submitted by NEFT/RTGS as per recent practice. Hence charge accordingly wherever necessary/applicable.

Project in Charge  
Dredging Corporation of India Ltd.,  
Haldia.

Signature of Tenderer with seal

**MEMORANDUM**

1. NAME OF THE WORK : Removal of Garbage from DCI Dredgers/ Crafts working at Haldia.
2. PERIOD OF CONTRACT : Two years and extendable for one year at the discretion of DCI at the same rates, terms and conditions of the contract.
3. COST OF TENDER DOCUMENT : Rs.295/-(Rupees Two hundred and ninety Five only) (non-refundable) to be remitted only through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender.
4. EARNEST MONEY DEPOSIT : Rs.19, 000/- (Rupees nineteen thousand only) to be remitted only through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender.
5. SECURITY DEPOSIT : 10% on each monthly bill subject to maximum of 10% of contract value (Refundable).
6. VALIDITY OF OFFER : 90 days from the date of opening of tender.
7. ISSUE OF TENDER DOCUMENT : From DCI and Government E-procurement website only from 10.07.2021 at 18:00 Hrs
8. LAST DATE FOR RECEIPT OF TENDER : Upto 1500 Hrs on 26.07.2021
9. DATE OF OPENING OF TENDER : At 1530 Hrs on 26.07.2021  
DREDGING CORPORATION OF INDIA LIMITED  
Project Office: Haldia  
HPSU Building, Ground Floor,  
Township, Haldia - 721607
10. DCI Current Account details : The details of DCI Current Account at Canara Bank is as follows:-  
DCI Current Account No:- 35833070000014  
Branch Name:- DCI Ltd Port Area Branch,  
IFSC code: CNRB0013583,  
MICR code: 530015032,  
Canara Bank, DCI Branch, Visakhapatnam

3. Should this tender be accepted, I/ We hereby agree to abide by and fulfill the terms and conditions and other provisions contained in the tender documents, which have been read by me/ us, read and explained to me/ us so far as they are applicable. 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 Ltd., 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 Earnest Money furnished by me/ us and/ or Security Deposit recovered from my/ our interim bills.

Signature of Tenderer with seal

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

4. All the payment against Tender cost and EMD paid by electronics transaction only

Signature of the Tenderer  
(At the time of submission  
Of tender) with seal

Date.....  
day of .....2021.

Signature of the Witness to  
The Tenderer's signature:

Witness:  
Address:

Occupation:

SIGNATURE OF THE  
COMPETENT AUTHORITY  
OF DCI

Signature of Tenderer with seal

### **SCOPE OF WORK**

Dredging Corporation of India Ltd., (a Govt. of India Undertaking), having its Head Office at Visakhapatnam and one of its Project Offices situated at Township, Haldia is an ISO 2009-2015 and ISO 14001:2015 certified COMPANY. DCI Trailer Suction Hopper Dredgers are mostly deployed for dredging at Jellingham, Haldia Anchorage, and Eden & Auckland Bar for dredging. Garbage of different types as mentioned below, that are being accumulated are to be collected from the Dredgers and same are to be landed ashore for disposal as per rules applicable within the locality/ area of operation. The Corporation is desirous to have contract for the collection and removal of Garbage from its Dredgers and Crafts deployed at Haldia with experienced and competent firms who are interested in carrying out the work.

The type of Garbage to be collected from Dredgers are as given below:

<b>Sl. No.</b>	<b>Garbage Type</b>	<b>Storage Bin colour</b>	<b>Disposal area as per EMS Procedure ISO(14001-2015)</b>
i	Food waste	Blue	More than 12 miles from the nearest land or MARPOL regulation of Annex-V is fulfilled or Haldia Municipal Corporation specified garbage dispose area.
ii	Paper, Rags and similar refuse	Black	More than 12 miles from the nearest land or MARPOL regulation 3 of Annex-V is fulfilled or Haldia Municipal Corporation specified garbage dispose area.
iii	Glass, Metal, Bottles, Crockery.	Red	Disposal into sea prohibited, to be landed ashore or Haldia Municipal Corporation specified garbage dispose area.
iv	Floating dunnage, Lining and Packing materials.	Yellow	More than 12 miles from the nearest land or MARPOL regulation 3 of Annex-V is fulfilled or Haldia Municipal Corporation specified garbage dispose area.
v	Plastic-including Synthetic ropes, fishing nets and plastic garbage bags.	Red	Disposal into sea prohibited, to be landed ashore or Haldia Municipal Corporation specified garbage dispose area.
vi	Oil soaked rags and Garbage	Red	Disposal into sea prohibited, to be landed ashore or Haldia Municipal Corporation specified garbage dispose area.

Note: MARPOL regulation 3 of Annex-V is attached with the tender.

The Garbage is to be collected from DCI Dredgers at stream (dredging area) or from Jetty (either at Approach Jetty or inside Berth) on as is where basis. Normally, the garbage is to be collected two times in a month (or as per instruction received from Project in charge or nominated person of project office) from each Dredger, unless and otherwise, a separate communication is given by Master/ Project Office to the contractor. For collection of garbage from Dredgers at stream, the contractor can avail the service of DCI routine launch, at free of cost, as per the timings scheduled from time to time and no separate / special boat-trip will be provided by the Corporation for garbage collection. The routine boat/ launch timings can be ascertained from Project Office for the morning trip in the evening of preceding day.

Signature of Tenderer with seal

**GENERAL TERMS AND CONDITIONS**

1. The tenderer should study the tender documents carefully; understand the special and general conditions of the tender before submission of tender. He may get himself acquainted with the nature and scope of work and local conditions before quoting the tender.
2. The tenderer shall sign on all pages of the tender documents before submitting his tender and shall quote the rates in figures as well as in words in the schedule.
3. Rates quoted by the tenderer in the Bill of Quantity shall be carefully filled both in figures and words, so that there is no discrepancy in the rates written in figures and words. However, if any discrepancy is found, the rates written in words shall be taken as correct.
4. The EMD can be submitted by the tenderer either in the form of to be remitted only through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender.  
The details of DCI Current Account at syndicate Bank is as follows:-  
DCI Current Account No: - 35833070000014  
Branch Name: - DCI Ltd Port Area Branch,  
IFSC code: CNRB0013583,  
MICR code: 530015032,  
Canara Bank, DCI Branch, Visakhapatnam  
Guarantee (BG) from any scheduled commercial Bank, as per attached proforma (**Annexure-IV**). Cheque or Demand Draft will not be accepted any way.
5. Towards Security Deposit for the due fulfillment of this contract, the EMD of successful tenderer shall be converted into SD and the amount at percentage specified in the Memorandum of this tender shall be recovered @10% from the running account bills. The EMD converted into SD and recovered SD will be refunded without attracting any interest, after successful completion of work and on submission of 'No dues certificate' by the contractor. The E.M.D. of the unsuccessful tenderers shall be refunded upon finalisation of tenders.
6. Canvassing in connection with the tenders is strictly prohibited and the tenders submitted by the Tenderers, who resort to canvassing, will be liable for rejection.
7. Tenders containing uncalled for remarks or any additional conditions or counter conditions are liable for summary rejection.
8. The tender shall remain open and valid for acceptance for a period of 90 days from the date of opening and on request of the Corporation the validity can be extended for further period of 60 days.
9. The Tenderer will have to give a certificate that he is not related to any Officer of DCI or any Officer of the rank of Asst. Secretary or above in the Ministry of Shipping, Govt. of India. The Tenderer should give a declaration along with his tender about the names of the relatives, who are employed in the Dredging Corporation of India Ltd. (**Annexure-I**)
10. 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 the PC Act in connection with the bid. (**Annexure-II**)

Signature of Tenderer with seal

11. The Tenderer shall disclose any payments made or proposed to be made to any intermediaries (agents etc.) in connection with the bid. **(Annexure-III)**
12. The Tenderer shall disclose any information regarding any current litigation in which the tenderer is involved. **(Annexure-IV)**
13. The tenderer shall furnish details of Bank Account for Electronic Transfer of payments as per attached proforma. **(Annexure-V)**
14. Before releasing the final payment, after the work is completed, the contractor is required to submit a 'No Due Certificate' to the employer without prejudice to the claims raised by him before seeking the release of the final bill and the contractor shall not be entitled to invoke arbitration in respect of any claim that is not raised before the issue of a No Claim or No Dues Certificate.
15. No Engineer of Gazetted Rank or other Gazetted Officer/ employee in Engineering or Administration duties in an Engineering Dept. of the Govt. of India, is allowed to work as Tenderer for a period of 2 years of his retirement from Government service, without the previous permission of the Govt. of India. This contract is liable to be cancelled if either the Tenderer or any of his employees is found at any time to be such a person, who had not obtained the permission of the Govt. of India as aforesaid before submission of the tender or engagements in the Tenderer's service as the case may be.
16. Tenders will be opened in the presence of the tenderer or their authorised representatives at Dredging Corporation of India Ltd., H.P.S.U. Building, Ground Floor, Township, Haldia, at the time and date specified in the Notice Inviting Tender.
17. DREDGING CORPORATION OF INDIA LIMITED RESERVES THE RIGHT :
  - (a) To split the work to more than one tenderer,
  - (b) To cancel or withdraw this enquiry in full or part at any stage without assigning any reasons or whatsoever and no further correspondence will be entertained in this regard,
  - (c) To reject or accept any tender offered irrespective of whether it is lowest/ highest without assigning any reason or whatsoever and no further correspondence will be entertained in this regard.
18. In the event of cancellation of the contract due to delay in commencing the work by the tenderer, the work order issued will be cancelled and EMD shall stand forfeited.
19. The Tenderer is responsible for taking precautionary measures and safety for all the men working under him throughout the contract period. The corporation shall not be liable for any damage or compensation or whatsoever payable by law consequent of any accident or injury to any workman or other persons employed by the tenderer and the tenderer shall indemnify and keep DCI indemnifying against all such damages or compensation and against all claims, damages, proceedings, cost, charges and expenses or whatsoever in respect thereof or relating thereto responsibility arising due to any compensation etc lies entirely on the part of the Tenderer.
20. This contract shall be governed by the Indian Contract Act, 1872, and in case of any dispute, the same shall be referred to the jurisdiction of the courts of law at Visakhapatnam only.
21. In the matter of interpretation of various rules, Clauses, Specifications, General Conditions, the decision of the Project in charge.

Signature of Tenderer with seal



22. An ISO 14001:2015 IMS certified company DCI is committed for prevention of pollution by implementing environmental friendly operational product. Hence the contractor shall comply with all statutory and regulate requirement protecting to environment
23. DCIL, Haldia shall be final and binding on the Renderer protection. Contractor shall adopt the environmental friendly product for execution of the work to the maximum possible extent.
24. In the event of breach of contract by the tenderer and/or the contract is cancelled due to default on the part of the tenderer and /or the balance of work is awarded to another agency to be carried out at the risk and cost of the tenderer committing the breach of contract or default, the corporation is entailed to withhold any sum due and payable to the tenderer towards the sum due as a result of said breach or default.
25. The decision of the C.G.M. Visakhapatnam shall be final, conclusive and binding on all parties to the contract upon all questions relating to the scope of the work, conditions of contract and instructions and as to the quality of workmanship etc. or any matter arising out or relating to the scope of the work or the execution or failure to execute the same arising during the course of work and in the maintenance period. The above shall not be subjected to arbitration and in no case shall the works be stopped consequent on such a dispute arising and the work shall also be carried out by the contractor strictly in accordance with the instructions of the C.G.M.
26. Any dispute or difference arises between the DCI and the contractor in connection with the contract or as to the rights and liabilities of the parties hereto, other than those referred to in above (i) or on matters which are stated to be final and binding on the contractor shall be referred to arbitration by a sole Arbitrator, a person to be nominated and appointed by Managing Director, DCI, Visakhapatnam and the award of the sole Arbitrator shall be final and binding upon the parties hereto, subject to the provisions of the Arbitration & Conciliation Act, 1996. The Arbitrator shall give a reasoned Award and it shall be in accordance with the provisions of Arbitration & Conciliation Act, 1996 or any statutory modifications or reenactment thereof. This Arbitrator may from time to time with the consent of the parties enlarge the time for making and publishing the award. The sole Arbitrator is prohibited from awarding any interest in the award either for the pre reference period or pendentile. The venue for the Arbitration shall be Visakhapatnam and the Court at Visakhapatnam shall have exclusive jurisdiction on all matters with reference to this contract.
27. **FORCE MAJEURE**
  - i) In the event of either party being rendered unable by force majeure conditions to perform any obligation required to be performed by them under the contract, the relative obligations of the party effected by such force Majeure shall upon notification to the other party by suspended for the period during which force Majeure event lasts. The cost and loss sustained by either party shall be born respective parties.
  - ii) The term 'Force Majeure' as employed shall mean Acts of god, earth quake, Flood, war, revolt, riot fire, Pandemic, sabotage, strike (excluding that of contractors' suppliers or sub-contractors' employees) and hurricane. Time of performance shall be extended by the period of delay, which is directly caused by Force Majeure and the decision of Project Manager on the Extension, shall be final and binding on the contractor. Upon the occurrence of such cause and upon its ending/ termination, the party alleging that they have been rendered unable to perform as aforesaid, shall notify to the other party in writing immediately but not later than 48 Hours (Forty eight hours) of the alleged beginning and ending thereof, giving full particulars and satisfactory evidence in support of its claim.

Signature of Tenderer with seal

iii) Time for performance of the relative obligation suspended by the Force Majeure shall stand extended by the period for which cause lasts.

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### **SPECIAL CONDITIONS**

1. The tender should submit the "Technical Bid" of the tender along with all enclosure listed bellow and details super scribing the name of work and date of opening etc. addressed to the Project-In-Charge, DCI Ltd., Haldia Project Office on or before due date & time i.e. on or before 26.07.2021 at 15:00 HRs, in a separate **sealed cover**. No late tender shall be accepted.
  - a) EMD for RS. 19,000/-(Rupees Nineteen thousand only) is to be paid only to be remitted only through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender. The details of DCI Current Account at Canara Bank mentioned above
  - b) Copy of valid trade license from Municipality / concern authority and also valid license/permission from port authority for removal of garbage from the vessels inside Port area and from Municipal corporation/Other environmental pollution control bodies etc. or any other statutory bodies as applicable from time to time
  - c) Copies of Permanent Account No. (PAN) of the firm/proprietor, issued by Income Tax Department. Govt. Of India.
  - d) Copies of GST registration certificate.
  - e) Copy of PF registration certificate.
  - f) Audited Balance Sheets for the last three years duly counter sign by Chartered Account.
  - g) Proof of experience certificate of having successfully completed similar works during the last seven years, ending 31<sup>st</sup> March 2021
  - h) One cancelled check.
  - i) Duly signed tender documents on all pages with Annexure I, II, III, and IV &V.
  - j) **Only bill of quantity duly filled with the competitive rate and nothing else in a separate Cover – B, Cover –“A” & Cover “B” should be separately scaled.**
2. Tenders received without Tender cost and Earnest Money Deposit as specified or with lesser amount EMD and which do not fulfill all or any of the conditions stipulated in the Tender or are incomplete in any respect are liable to be rejected summarily.
3. If any Tenderer backs out after opening of the Tender or after issue of work order or modify his Tender after opening, the EMD of such Tenderer will be forfeited in favour of the Corporation.
4. All statutory levies, Port dues / charges, licenses, Port Entry passes for men, material, equipment etc. for engaging labour/ equipment, etc., in Haldia Port waters shall be borne by the Contractor and the rates are deemed to have included for all the expenses, wages, all Taxes, all local levies, etc. applicable and would be applicable during the contract period.
5. The Contractor shall have a valid Trade licence from Municipality/ concerned authority and also valid licence/ permission from Port authority for removal of garbage or other work from vessels inside Port area and from Municipal Corporation/ other environmental pollution control bodies, etc or any statutory bodies as applicable from time to time.
6. The Contractor shall collect and remove all the types of Garbage mentioned under the scope of work and any other similar garbage accumulated from the Dredgers/ Crafts

Signature of Tenderer with seal

- either from the berth/ Jetty or from the dredging ground at Haldia as per instructions given to them by the authorised representative of the Corporation/ concerned person(s) from time to time. At all times during the contract period, the Contractor shall ensure to complete the work at the earliest and not later than 3 days from date of intimation over telephone/ written order or any other means. In case the Contractor fails to carry out the work in time causing hindrance / hampering of dredging operations or absconded the work, the Corporation has the liberty to get the work done through any other agencies at the risk and cost of the Contractor.
7. Tendered rates shall be inclusive of cost of collection/ removal of garbage from dredgers, transport and disposal to designated place as per relevant rules of the local / State Authority, manpower, tools, etc. During transit, the garbage shall be properly covered in suitable sack/ container and shall not be scattered anywhere between collection points to disposal area.
  8. In case of removal of garbage from Dredgers in stream, Corporation will provide routine boat at free of cost to the contractor. The timing of boat may be obtained from the office and the contractor should make himself convenient with the boat timing. No extra trip will be provided to the contractor for this purpose. The correct time of arrival/ departure of the Dredgers and routine boat timings should be ascertained from the Project office of the Corporation at Township, Haldia. In case of removal of garbage from Dredgers at Berth/ Jetty inside Port Area, the Contractor has to make arrangement for necessary port entry pass, permission for tools/ material, etc., at his own cost.
  9. The removal of garbage from Dredgers/ Crafts should be done neatly without polluting the environment to the satisfaction of Master of the Dredger/ Craft and without causing inconvenience to other fellow passengers in routine boat or in the street. In case of un-hygienic handling of the garbage by Contractor or if any complaint from Dredgers/ users of routine boat is received on this matter, no payment shall be made to the Contractor for the work done.
  10. The period of this contract is for Two years and at the discretion of the Corporation, it can be extended by one more year at the existing rates, terms and conditions or curtailed by issuing one-week notice. In case of extension of contract, the Security Deposit in the preceding Contract period shall be retained for one more year. In the case of curtailment of the contract period, the Tenderer shall be informed of the same in advance by serving 7 days notice of termination. In either case, the Tenderer shall not have any additional claim whatsoever. Contract can be terminated by giving 7 (Seven) days notice by the Corporation if the services of the Tenderer are found to be inadequate or unsatisfactory or in violation of the terms/conditions of the contract, without prejudice to its rights and remedies, and the EMD & SD shall be forfeited in favour of the Corporation.
  11. The rates quoted by the contractor shall be deemed to have included all costs and expenses, taxes, duties, (State or Central as applicable on date) in connection with work under the contract. No additional payment whatsoever shall be paid by DCI at any stage of work except GST, for which, Tenderer has to submit copy of G.S.T. Registration number.
  12. Income tax, etc. as applicable shall be deducted on bill amount as per provisions of Income Tax Act as applicable at the time of release of payments, for which copy of Permanent Account Number, issued by the concerned authority shall be furnished along with the tender.
  13. For every removal of garbage from Dredger/ Craft, the contractor has to obtain a work done certificate in duplicate duly signed by Master/ Officer-in-charge of the Dredger/

Signature of Tenderer with seal

Craft with official seal, the same shall be submitted with bill. All payments under this contract shall be made on the basis of this work done certificate only.

14. Payment for the work done shall be made on monthly basis within 45 (Forty five) days from submission of bill in duplicate along with work done certificate (in duplicate) from the Master of respective Dredgers/ Crafts, after making statutory deductions such as Security Deposit, IT, etc as applicable at the time of payment.
15. No escalation charges due to hike shall be admissible during the period of the contract. The rates quoted in the tender shall include all such exigencies and continue to be the same throughout the tenure of contract including the extended period, if any.
16. The contractor should ensure that all the Port rules are duly observed and strictly complied with. The Contractor will be responsible for any loss or damage caused to the labours, DCI personnel and the third party and shall indemnify the Corporation and Kolkata Port Trust from any claim of such damages.
17. DCI reserves the right to cancel this tender at any stage and/or to accept or reject any or all the tenders and also to withdraw in full or part of schedule items or to split the work between two or more agencies without assigning any reason whatsoever.
18. In the event of breach of contract by the contractor and/or the contract is cancelled due to default on the part of the contractor, and the balance work is awarded to another agency to be carried out at the risk and cost of the contractor committing the breach of the contract or default, the Corporation shall be entitled to withhold any sum due and payable to the Contractor towards the sum due as a result of said breach or default.
19. In the event of any dispute or difference between the Contractor and the Corporation arising out of or under these conditions or in connection with this contract shall be referred to a sole Arbitration of the person to be appointed by the Chairman & Managing Director of Dredging Corporation of India Ltd., and the decision of the Arbitrator shall be final and binding upon both the parties. Such Arbitration shall be held at Visakhapatnam, A.P. and in accordance with the Indian Arbitration Act, 1996 including any statutory modifications or reenactment thereof. The Arbitrator may from time to time with consent of the parties enlarge the time for making and publishing the award. The Arbitrator shall give reasoned award.
20. The tenderer should comply with all labor laws such as contract labor (R&A) Act, Minimum wages act, Bonus Act, PF Act, etc. and other statutory enactment whatever is applicable to this contract and in force. The tenderer should pay minimum wages, bonus, CPF, medical expenses, OT if any to the workers engaged by him as applicable. The rates quoted are deemed to have been including all the above provisions and no extra claims on this account will be entertained even if there is a change or rise in wages, POL etc. the tenderer shall indemnify the corporation against any legal action/proceedings that may be instead against the tenderers for his failure to comply with the above acts.

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Signature of Tenderer with seal

**Check List for documents to be enclosed at the time of submission of the tender:**

1. The tender document (**Cover-A**) and 'Bill of Quantities'(**Cover-B**) duly filled, signed and stamped with official seal on all pages, i.e. Pages-1 to 25.
2. Copy of Income Tax PAN (Permanent Account Number) and **GST** Registration certificate in the name of the Firm/ Company/ Proprietor as per Clause No.11 & 12 of 'Special Conditions' of the tender.
3. Copy of PF registration certificate
4. Copy of valid 'Trade Licence' in the name of Firm/ Proprietor as per Clause No.5 of 'Special Conditions',
5. Copy of valid license/ permission from Port (Haldia Dock Complex, Kolkata Port Trust) for removal of garbage from Port area as per Clause No.5 of 'Special Conditions'.
6. A) Documents in support of experience for similar work.
5. **B) Audited balance sheets for last 03 years endings March'2021**
7. A certificate that the Tenderer is not related to any Officer of DCI or any Officer of the rank of Asst. Secretary or above in the Ministry of Surface Transport, Govt. of India or the Tenderer should give a declaration along with his tender about the names of the relatives, who are employed in the Dredging Corporation of India Ltd. - as per Clause No.9 under 'General Terms and Conditions' **Annexure-I**.
8. An undertaking that the tenderer 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 PC Act in connection with the bid - as per Clause No.10 under 'General Terms and Conditions' – **Annexure-II**
9. Disclose any payments made or proposed to be made to any intermediaries (agents etc.) in connection with the bid - as per Clause No.11 under 'General Terms and Conditions' – **Annexure-III**
10. Disclose any information regarding any current litigation in which the tenderer is involved – **Annexure-IV**
  - a) EMD of Rs.19, 000/- (Rupees Nineteen thousand only) to be paid only to be remitted only through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender. The details of DCI Current Account at syndicate Bank is as follows:-  
Current Account No: 35833070000014,  
IFSC code: CNRB0013583,  
MICR code: 530015032,  
Canara Bank, DCI Branch, Visakhapatnam  
From any Nationalized / Scheduled Bank payable at Haldia - (**Annexure-V**)

Signature of Tenderer with seal

**Annexure-I**

**PROFORMA**

Date: .....

To  
The Project in charge  
M/s. Dredging Corporation of India Ltd.,  
Township, Haldia - 721 607.

Sir,

Sub: Tender for 'Removal of Garbage from DCI Dredgers/crafts working at Haldia' –  
Reg.

A. With reference to your Tender No. DHO/Garbage/2021-22/01, Dtd: 10.07.2021.and as per Cl. No.9 of General Terms & Conditions of 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.

'Or'

B. We hereby certified that my relative(s) working as Officer in 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 are given below:

- 1.....
- 2.....
- 3.....
- 4.....

Thanking you,

Yours faithfully,

\*Strike out 'A' or 'B', whichever is not applicable.

Signature of Tenderer with seal

::15/24::

**Annexure-II**

**PROFORMA**

Date: .....

To  
The Project in charge  
M/s. Dredging Corporation of India Ltd.,  
Township, Haldia - 721 607.

Sir,

Sub: Tender for 'Removal of Garbage from DCI Dredgers/crafts working at  
Haldia' – Reg.

A. With reference to your Tender No. DHO/Garbage/2021-22/01, Dtd: 10.07.2021 and as per Cl. No.10 of General Terms & Conditions of Contract, we hereby undertake 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 we have not committed any offence under the PC Act in connection with the bid.

And,

B. As per Cl. No.11 of General Terms & Conditions of Contract, we hereby certified that we have nothing to disclose any payments made or proposed to be made to any intermediate (agents etc.) in connection with the bid.

Thanking you,

Yours faithfully,

Signature of Tenderer with seal

**Annexure-III**

**PROFORMA**

Date...

To

The Project in charge  
M/s. Dredging Corporation of India Ltd.,  
Township, Haldia - 721 607.

Sir,

Sub: Tender for 'Removal of Garbage from DCI Dredgers/crafts working at  
Haldia' – Reg.

A. With reference to your Tender No. DHO/Garbage/2021-22/01, Dtd: 10.07.2021 and as per Cl. No.12 of General Conditions of Contract, we hereby certify that, we do not have any current litigation with any party/ firms.

'or'

B. We hereby certify that presently we are having litigation with the following party/ firms:

- 1.....
- 2.....
- 3.....
- 4.....

Thanking you,

Yours faithfully,

\*Strike out 'A' or 'B', whichever is not applicable.

Signature of Tenderer with seal



**Annexure-IV**

**PROFORMA FOR BANK GUARANTEE FOR EARNEST MONEY DEPOSIT**  
(To be executed on non-judicial stamp paper worth of Rs.100/-)

To  
The Project in charge  
M/s. Dredging Corporation of India Ltd.,  
Township, Haldia - 721 604.

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 M/s. DREDGING CORPORATION OF INDIA LIMITED, TOWNSHIP, HALDIA (herein after called the "CORPORATION").

KNOW ALL MEN by these presents that we, (Bankers' full name) \_\_\_\_\_

(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 hid 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
- (c) fails or refuses to execute the Agreement, if required, or
- (d) Do not commence the work as per the Letter of Intent or Work Order.

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

Signature of Tenderer with seal

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:

**SIGNATURE OF THE BANK WITH SEAL**

Signature of Tenderer with seal

::19/24::

**Annexure-V**

**PROFORMA**

Date: .....

To

The Project in charge  
M/s. Dredging Corporation of India Ltd.,  
Township, Haldia - 721 607.

Sir,

Sub: Tender for 'Removal of Garbage from DCI Dredgers/crafts working at  
Haldia' – Reg.

With reference to your Tender No. DCI/HAL/Garbage/2021-22, Dtd: 10.07.2021 and as per Cl. No.13 of General Conditions of Contract, we hereby furnish our Bank Account details for payment through E-transfer as follows:

1. Name of the firm : .....
2. Name of bank : .....
3. Name of branch : .....
4. Account No. : .....
5. IFSC No. of the Bank : .....

Thanking you,

Yours faithfully,

Signature of Tenderer with seal

**(COVER – “B”)**

**RATE – SCHEDULE**

**NAME OF THE WORK:** Removal of Garbage from DCI Dredgers/ Crafts working at Haldia.

Sl. No.	Item	Unit	Rate per unit In Indian Rupee (Rs.) without G.S.T.	
			(in figures)	(in words)
1.	Charges for 'Removal of garbage from DCI Dredgers / Crafts working at Haldia' on as is where basis as per approved procedure as applicable to the concerned Port/ Municipal Authorities and as per terms & conditions of the contract. Rate should be inclusive of all complete such as men, material, taxes etc. but excluding G.S.T.	Per visit to Dredger/ Craft		

**NOTE:** The quoted rate shall be inclusive of all except G.S.T., which shall be paid at the rate applicable at the time of payment, on submission of G.S.T. Registration number of the Firm/ Contractor.

Signature of Tenderer with seal

**DREDGING CORPORATION OF INDIA LIMITED**

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

\* To be filled by Corporate Accounts

FORM CREATED ON

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Annex V

Click here to  this page

[1 Definitions](#)

[2 Application](#)

[3 Disposal of garbage outside special areas](#)

[4 Special requirements for disposal of garbage](#)

[5 Disposal of garbage within special areas](#)

[6 Exemptions](#)

[7 Reception facilities](#)

[8 Port State control on operational requirements](#)

[9 Placards, garbage management plans and garbage record-keeping](#)

[Appendix - Form of Garbage Record Book](#)

## Annex V- Regulations for the Prevention of Pollution by Garbage from Ships

### Appendix to Annex V - Form of Garbage Record Book

Name of ship: \_\_\_\_\_

Distinctive number or letters: \_\_\_\_\_

IMO No.: \_\_\_\_\_

Period: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

#### 1 Introduction

In accordance with regulation 9 of Annex V of the International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 (MARPOL 73/78), a record is to be kept of each discharge operation or completed incineration. This includes discharges at sea, to reception facilities, or to other ships.

#### 2 Garbage and garbage management

Garbage includes all kinds of food, domestic and operational waste excluding fresh fish and parts thereof, generated during the normal operation of the vessel and liable to be disposed of continuously or periodically except those substances which are defined or listed in other annexes to MARPOL 73/78 (such as oil, sewage or noxious liquid substances).

The Guidelines for the Implementation of Annex V of MARPOL 73/78\* should also be referred to for relevant information.

#### 3 Description of the garbage

The garbage is to be grouped into categories for the purposes of this record book as follows:

- 1 Plastics
- 2 Floating dunnage, lining, or packing material
- 3 Ground-down paper products, rags, glass, metal, bottles, crockery, etc.
- 4 Cargo residues, paper products, rags, glass, metal, bottles, crockery, etc.
- 5 Food waste
- 6 Incinerator ash.

#### 4 Entries in the Garbage Record Book

4.1 Entries in the Garbage Record Book shall be made on each of the following occasions:

- (a) When garbage is discharged into the sea:
  - (i) Date and time of discharge
  - (ii) Position of the ship (latitude and longitude). Note: for cargo residue discharges, include discharge start and stop positions.
  - (iii) Category of garbage discharged
  - (iv) Estimated amount discharged for each category in cubic metres
  - (v) Signature of the officer in charge of the operation.
- (b) When garbage is discharged to reception facilities ashore or to other ships:
  - (i) Date and time of discharge
  - (ii) Port or facility, or name of ship
  - (iii) Category of garbage discharged
  - (iv) Estimated amount discharged for each category in cubic metres

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- (v) Signature of officer in charge of the operation.
- (c) When garbage is incinerated:
  - (i) Date and time of start and stop of incineration
  - (ii) Position of the ship (latitude and longitude)
  - (iii) Estimated amount incinerated in cubic metres
  - (iv) Signature of the officer in charge of the operation.
- (d) Accidental or other exceptional discharges of garbage
  - (i) Time of occurrence
  - (ii) Port or position of the ship at time of occurrence
  - (iii) Estimated amount and category of garbage
  - (iv) Circumstances of disposal, escape or loss, the reason therefor and general remarks.

**4.2 Receipts**

The master should obtain from the operator of port reception facilities, or from the master of the ship receiving the garbage, a receipt or certificate specifying the estimated amount of garbage transferred. The receipts or certificates must be kept on board the ship with the Garbage Record Book for two years.

**4.3 Amount of garbage**

The amount of garbage on board should be estimated in cubic metres, if possible separately according to category. The Garbage Record Book contains many references to estimated amount of garbage. It is recognized that the accuracy of estimating amounts of garbage is left to interpretation. Volume estimates will differ before and after processing. Some processing procedures may not allow for a usable estimate of volume, e.g. the continuous processing of food waste. Such factors should be taken into consideration when making and interpreting entries made in a record.

**RECORD OF GARBAGE DISCHARGES**

Ship's name: \_\_\_\_\_

Distinctive No., or letters: \_\_\_\_\_

IMO No.: \_\_\_\_\_

Garbage categories:

- .1 Plastic.
- .2 Floating dunnage, lining, or packing materials.
- .3 Ground paper products, rags, glass, metal, bottles, crockery, etc.
- .4 Cargo residues, paper products, rags, glass, metal, bottles, crockery, etc.
- .5 Food waste.
- .6 Incinerator ash except from plastic products which may contain toxic or heavy metal residues.

**NOTE: THE DISCHARGE OF ANY GARBAGE OTHER THAN FOOD WASTE IS PROHIBITED IN SPECIAL AREAS. ONLY GARBAGE DISCHARGED INTO THE SEA MUST BE CATEGORIZED. GARBAGE OTHER THAN CATEGORY 1 DISCHARGED TO RECEPTION FACILITIES NEED ONLY BE LISTED AS A TOTAL ESTIMATED AMOUNT. DISCHARGES OF CARGO RESIDUES REQUIRE START AND STOP POSITIONS TO BE RECORDED.**

Date/time	Position of the ship	Estimated amount discharged into sea (m <sup>3</sup> )	Estimated amount discharged to reception facilities or to other ship (m <sup>3</sup> )	Estimated amount incinerated (m <sup>3</sup> )	Certification/Signature

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		Cat. 2	Cat. 3	Cat. 4	Cat. 5	Cat. 6	Cat. 1	Other		

\* Refer to the Guidelines for the Implementation of Annex V of MARPOL 73/78, as amended by resolutions MEPC.59(33) and MEPC.92(45).

Signature of Tenderer with seal