



DREDGING CORPORATION OF INDIA LIMITED

REGIONAL OFFICE, PARADIP
OLD TRADE CENTER, SUIT NO. 5 & 6
NEAR HANUMAN TEMPLE, PARADIP PORT
DIST. JAGATSINGHPUR-754142
TEL.NO. 06722-221161

Ref No: DCI/RO/PDP/TAXI/2020

Date: 03.06.2020

NAME OF WORK: SUPPLY, MANNING AND RUNNING OF AC TAXIES OF 2018 OR
LATER MAKE ON HIRE FOR DREDGING CORPORATION OF INDIA
LTD AT PARADIP

Tender issued to:

M/s. _____

Project Manager
M/s. Dredging Corporation Of India Ltd.
Regional Office Paradip

Signature of the Tenderer with seal

**DREDGING CORPORATION OF INDIA LIMITED**

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LTD AT PARADIP

DUE DATES

- | | |
|------------------------------------|--------------------------------|
| 1) Downloading of Tenders | : 03.06.2020 to 17.06.2020 |
| 2) Last date submission of Tenders | : up to 1500 Hrs on 17.06.2020 |
| 3) Opening of Tenders | : at 1530 Hrs on 17.06.2020 |

PROJECT MANAGER
DREDGING CORPORATION OF INDIA LTD.
REGIONAL OFFICE
OLD TRADE CENTER, SUIT NO. 5 & 6
NEAR HANUMAN TEMPLE, BEACH ROAD,
PARADIP PORT, PARADIP-754142
Telephone No. 06722-221161
e-mail: poparadip@dcil.co.in

Signature of the Tenderer with seal



DREDGING CORPORATION OF INDIA LIMITED

REGIONAL OFFICE, PARADIP
OLD TRADE CENTER, SUIT NO. 5 & 6
NEAR HANUMAN TEMPLE, PARADIP PORT
DIST. JAGATSINGHPUR-754142
TEL.NO. 06722-221161

Ref No: DCI/RO/PDP/TAXI/2020

Date: 02.06.2020

**TENDER DOCUMENT
FOR**

SUPPLY, MANNING AND RUNNING OF AC TAXIES OF 2018 OR LATER MAKE ON HIRE
FOR DREDGING CORPORATION OF INDIA LTD AT PARADIP

Signature of the Tenderer with seal



DREDGING CORPORATION OF INDIA LIMITED
 REGIONAL OFFICE, PARADIP
 OLD TRADE CENTER, SUIT NO. 5 & 6
 NEAR HANUMAN TEMPLE, PARADIP PORT
 DIST. JAGATSINGHPUR-754142
 TEL.NO. 06722-221161

Ref No: DCI/RO/PDP/TAXI/2020

Date: 03.06.2020

NOTICE INVITING TENDER

Sealed Tenders are invited from competent, experienced & reputed Taxi Suppliers for supply, manning, running of latest model taxies of 2018 or later models, for hire by M/s. Dredging Corporation of India Limited (DCI), Paradip on as and when required basis, in **Two Cover System, i.e., Technical Bid & Financial Bid**, initially for a period of six months and extendable by another six months:

1	Name of work	: SUPPLY, MANNING AND RUNNING OF AC TAXIES OF 2018 OR LATER MAKE ON HIRE FOR DREDGING CORPORATION OF INDIA LTD. AT PARADIP FOR THE PERIOD OF SIX MONTHS (180 DAYS) AND EXTENDABLE BY SIX MONTHS(180 DAYS) AT THE DISCRETION OF DCI AT THE SAME RATES TERMS AND CONDITIONS. HOWEVER THE CURTAILMENT OF ORIGINAL PERIOD /EXTENDED PERIOD OF CONTRACT IF ANY WILL BE AT THE DISCRETION OF DCI
2	E.M.D.	: Rs. 20,000/-- (Rupees twenty thousand only) to be remitted through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender or in the form of Bank Guarantee as per format provided in 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 Visakhapatnam IFSC/RTGS No:- SYN0003583
3	Performance Security & Security Deposit	: 5% of contract value to be deposited as a performance security within 10 days of award of Contract. In addition to it, 5% of amount from every running bill shall be deducted towards security deposit. Note: Performance Security - 5% (submitted as BG or RTGS) and Security Deposit - 5% (deducted

Signature of the Tenderer with seal

			from bills), totaling to a tune of 10% of contractual value.
4	Period of Contract	:	Initially for a period of six months extendable for another six months on the same rates, terms and conditions of contract.
5	Downloading of tender Documents	:	From 03.06.2020 to 17.06.2020
6	Last date for submission of Tenders	:	Upto 1500 hrs on 17.06.2020
7	Date & Time of opening of Bids	:	At 1530 hrs on 17.06.2020
8	Cost of Tender Document		Rs.1,180/-- (Rupees one thousand one hundred and eighty only) including GST to be remitted 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 Visakhapatnam IFSC/RTGS No:- SYNBO003583

The Detailed NIT and Complete Tender Document is hosted in web sites www.dredge-india.com, <http://eprocure.gov.in>, interested parties may visit the same. The blank proposal document can be down loaded from our Website by remitting an amount of Rs.1,180/- (Rupees one thousand one hundred and eighty only) through **NEFT/RTGS** and the copy of electronic receipt/UTR should be submitted with Bid **The details of DCI Current Account at Syndicate Bank is follows:-**
DCI Current Account No :-**35833070000014**
Branch name:- **DCI LTD, PORT AREA BRANCH, VISAKHAPATNAM**
IFSC/RTGS No:- **SYNB0003583**
SWIFT Code No:- **SYNBINBB032**

The downloading of document shall be carried out strictly as provided on the website. No editing, addition, deletion of matter shall be permitted. If such action is observed at any stage, such proposals are liable for outright rejection.

PROJECT MANAGER
Dredging Corporation of India Limited
PARADIP

Signature of the Tenderer with seal

Tenderer should possess the following minimum qualifying requirements:**I. Technical :**

Should have at least 02 (two) nos. of AC TAXIES OF 2018 OR LATER MAKE of Maruti Swift Dzire / Honda Amaze / Hyundai Xcent / Tata Zest / Toyota Etios at the time of submission of tender.

II. Financial :

1. Average annual financial turnover during the past three years ending 31st March, 2019 should be at least Rs. 5.00 Lakhs.
2. Experience of having successfully completed supply, manning and running of taxies services during last seven years ending March, 2019 should be any of the following:-
 - a. Three similar completed works each costing not less than Rs.6.66 Lakhs.
or
 - b. Two similar completed works each costing not less than Rs.8.33 Lakhs.
or
 - c. One similar completed work costing not less than Rs.13.32 Lakhs.

Note: i) Work completion certificate clearly indicating the value of work and work order should be submitted as supporting for Sl. No.(2) as a proof for similar works ii) Similar works means experience in supply, manning and running of taxies iii) Audited balance sheets to be provided in support of Sl. No. (1).

Dredging Corporation of India Limited reserves the right to:

1. Issue Tenders only to those considered competent to carry out the work.
2. Accept or reject any or all tenders received without assigning any reason whatsoever.
3. To cancel the tender at any stage for the reasons whatsoever it may be.

PROJECT MANAGER
Dredging Corporation of India Limited
PARADIP

Signature of the Tenderer with seal

ITEM RATE – TENDER FOR WORK

I/We hereby agree for execution of work for Dredging Corporation of India Limited (DCI) specified in the under written Memorandum within the time specified in such Memorandum at the rates specified therein, and in accordance with the specifications and instructions in writing referred in rules thereof and conditions of contract and with such materials are provided for by and in all other respects in accordance with such conditions so far as applicable.

MEMORANDUM

- | | | |
|---|-----------------------------------|--|
| 1 | Name of work | : Supply, manning and running of AC Taxies of 2018 or later make on hire for Dredging Corporation of India Ltd. at Paradip. |
| 2 | E.M.D. | : Rs. 20,000/-- (Rupees twenty thousand only) |
| 3 | Period of Contract | : Initially for a period of six months(180 days) and further extendable six months(180 days) at the discretion of DCI on the same rates, terms and conditions of contract. |
| 4 | Time allowed to commence the work | : Seven days from the date of issue of work order. |

02. Should this tender be accepted, I/ We hereby agree to abide by and fulfill the terms and provisions of the conditions contained in the tender document, Scope of work, General Conditions and Special Conditions and Specifications which have been read by me/ us, read and explained to me/ us so far as applicable, or in default thereof to agree to set off the extra cost if any, of carrying out the work at my/ our risk and cost, against the Security Deposit / Performance Security 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 running account bills.

03. Bank NEFT/RTGS No. _____ drawn in favour of DREDGING CORPORATION OF INDIA LIMITED, payable at Visakhapatnam for Rs. 20,000/-- (Rupees twenty thousand only) is hereby forwarded **towards Earnest Money Deposit**

OR

Bank Guarantee (**Annexure- V**) executed in favour of DREDGING CORPORATION OF INDIA LIMITED, Visakhapatnam for Rs. _____ (Rupees _____ only) is hereby forwarded towards Earnest Money Deposit.

04. 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 Tenderer's signature:
SIGNATURE OF THE
COMPETENT AUTHORITY
OF DCI

Witness:
Address:

Occupation:

Signature of the Tenderer with seal

SCOPE OF WORK

Name of the work: Supply, manning and running of Taxies of 2018 or later make on hire for Dredging Corporation of India Ltd., at Paradip. .

Dredging Corporation of India Ltd., (DCI) having Head Office at Visakhapatnam is executing dredging work at various ports / Indian Navy etc. For executing capital / maintenance dredging works at Paradip port trust we intend to hire AC Taxies of 2018 model or later make for our Office at Paradip.

The services of the Taxies are required for Office use (Regional Office & Project Office) for our Officers & staff, fleet personnel, guests to visit site, vessels and other related works and to visit various locations in and around Port township & Harbour Area, Port Premises, Atharbanki, Kujang, Tarini Gadha, IOCL, Paradip Railway Station, Kendrapra, Jagatsingpur etc., and out station trips like Cuttack / Bhubaneswar / Kolkata / Haldia / Visakhapatnam etc., in connection with official works. The vehicles will be used for transporting men and materials as per the requirements.

The Car should have good engine condition, proper lighting, good condition of AC and seating arrangements etc. The Tenderer should invariably make such arrangement at his cost before commencement of the work. The work should be commenced within seven days from the date of issue of the work order.

Signature of the Tenderer with seal

GENERAL CONDITIONS

1. Tenders in sealed covers super scribing “Supply, manning and running of AC Taxi of 2018 model or later make on hire for Dredging Corporation of India Ltd., at Paradip” for the period of six months and provision to extend another six months will be received by the Project Manager, Dredging Corporation of India Limited, Regional Office, Paradip. Unsealed covers or tenders received beyond stipulated time and date mentioned in our tender document are liable for rejection.
2. The tenderer should study the tender documents carefully, understand the General and Special conditions of contract before submission of tender. The prospective bidder may get himself acquainted with the nature and scope of work and local conditions before quoting the rates.
3. The tenderers should acquaint themselves with the work and the working conditions in supply, manning and running of taxies to Govt. Organizations / reputed firms and no claim will be entertained on this issue.
4. DCI reserves the right to inspect the taxi cabs to check the model and the conditions of the taxies owned by the tenderer and to assess their credentials/capability in maintaining the taxi cabs
5. The tenderer shall sign on all pages of the tender documents before submitting his tender.
6. The tenderer shall quote the rates in figures as well as in words in the schedule.
7. 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.
8. Rates quoted by the tenderer in Item-Rate in figures and words shall be carefully filled in, 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. 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.
9. Special care shall be taken to write the rates in figures as well as in words, in such a way that no interpolation is possible. In case of figures, word “Rs.” Should be written before the figures of rupees and word “Paise” should be written at the end, viz. “Rs.2.15 paise”. In case of words, the word “Rupees” should precede and the word “paise” should be written at the end, viz. “Rupees two and fifteen paise only”. If the rate is in whole rupees, it should be written in figures as “Rs.2.00” and in words as “Rupees two only”.
10. The EMD will be submitted by the parties either in the form of NEFT/RTGS or Bank Guarantee (BG) from any scheduled/Nationalized Indian Bank, as per attached proforma (**Annexure-V**). Cheques / Cash will not be accepted. Tenders received

Signature of the Tenderer with seal

without E.M.D. and cost of the tender documents and which do not fulfill all or any of the above conditions or incomplete in any respect are liable for summary rejection.

The earnest money deposit may be forfeited:

(i) If a Tenderer:

(a) Withdraws its tender during the period of tender validity specified in the tender.

(b) Does not accept the correction of errors.

(ii) In the case of a successful tenderer, if the tenderer fails:

(a) To sign the work order.

(b) To furnish performance security.

(c) To commence the work as per the work order

The EMD will be returned to unsuccessful bidders within 30 days from the date of finalization of tenders. The EMD of successful bidders will be adjusted against the performance security and will be returned along with payment for the job subject to successful completion of the job. Tenders submitted without the EMD & cost of tender documents shall be summarily rejected.

11. The E.M.D. of the successful tenderer shall be retained as part of Performance Security and the E.M.D. of the unsuccessful tenderers shall be refunded upon finalisation of tenders. No interest shall be paid on E.M.D./Performance Security / Security Deposit.
12. 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.
13. Performance security to be deposited within Ten (10) days after receipt of notification of award of the Contract by the Bidder a sum equal to 5% of the of the contract value towards Performance Security to the DCI through NEFT/RTGS OR by way of irrevocable, unconditional Bank Guarantee from Scheduled/ Nationalized Indian Bank as Performance Security Deposit in favour of Dredging Corporation of India Limited payable at Visakhapatnam as per Performa at **Annexure VII** enclosed. Bank Guarantee shall be valid till completion of work including extended period, if any. In addition to above, Security Deposit of 5% of amount shall be deducted from every running bill till the security deposit amounts to 5% of the agreed contract. The Performance Security and Security Deposit thus deducted shall be refunded within 60 days after the payment of the final bill on successful completion of the contract including extension period. No interest shall be paid for the above.
14. The tender containing uncalled for remarks or any additional conditions are liable for summary rejection.
15. The tender shall remain open and valid for acceptance for a period of 90 days from the date of opening of two bid cover and on discretion of the DCI the validity shall be extended further.
16. 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, Government of India. The Tenderer should give a declaration along with his tender

Signature of the Tenderer with seal

about the names of the relatives, who are employed in the Dredging Corporation of India Ltd. (**Annexure-I**)

- 14 (a) 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.
- 17.(b) Two bid cover of the Tenders will be opened in presence of the tenderers or their authorised representatives at Dredging Corporation of India Ltd., Paradip at the time and date specified in the Notice Inviting Tender.
18. 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 Prevention of Corruption Act in connection with the bid. (**Annexure-II**)
19. The Tenderer shall disclose any information regarding any current litigation in which the tenderer is involved. (**Annexure-III**)
20. The Tenderer shall furnish details of Bank Account for Electronic Transfer of payments as per attached proforma. (**Annexure-IV**)
21. Tenders received without Earnest Money Deposit as specified by way of NEFT/RTGS/ Bank Guarantee as per (**Annexure-V**), 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.
22. After receipt of work order and within 10 days, the Contractor shall, at his own expense, enter into and execute a Contract Agreement to be prepared by him in the form annexed hereto (**Annexure-VI**). Until such Contract Agreement is executed, the other documents referred to in the definition of the term "Contract" here in before, shall collectively be the Contract.
- 23.(a) Within Ten (10) days after receipt of notification of award of the Contract, the Bidder shall pay a sum equal to 5% of the of the contractual value towards Performance Security to the DCI through NEFT/RTGS or by way of irrevocable, unconditional Bank Guarantee from Scheduled/ Nationalized Indian Bank as Performance Security Deposit in favour of Dredging Corporation of India Limited payable at Visakhapatnam as per Performa at (**Annexure-VII**) enclosed. Bank Guarantee shall be valid till completion of work including extended period, if any.
- (B) The Tenderer should furnish the details of Technical Bid at (**Annexure-VIII**)
24. DREDGING CORPORATION OF INDIA LIMITED RESERVES THE RIGHT :
- (a) To cancel or withdraw this enquiry at any stage without assigning any reason whatsoever and no further correspondence shall be entertained in this regard,
- (b) To reject or accept any tender offer irrespective whether it is lowest/ highest without assigning any reasons, whatsoever,

Signature of the Tenderer with seal

- (c) To extend or curtail the period of contract, and
 - (d) To award the work not only on the basis of competitive rates but also on their credentials
25. In the event of cancellation of the contract due to delay in commencing the work by the successful tenderer, the E.M.D. / Performance Security will be forfeited.
26. In the matter of interpretation of various rules, clauses, specifications, general / special conditions, the decision of the Project Manager, DCI, Paradip shall be final and binding on the Tenderer.
27. The Tenderer shall not sub-let the work or any part of the work without prior permission of the Corporation.
28. ARBITRATION: In case of dispute between DCI and Private Party for contract up to Rs.10 Crores the issue will be referred to Director (Operations & Technical), Dredging Corporation of India Limited and the decision of the Director (Operations & Technical) shall be final, conclusive and binding on all the parties the contract upon all question relating to the meaning of the specifications, designs, drawings and instructions and as to 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. 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 Director (Operations & Technical).
- 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 or on matters which are stated to be final and binding on the contractor shall be referred to the arbitration by a sole Arbitrator, a person to be nominated and appointed by Chairman and 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 and Conciliation Act 1996.
- The arbitrator shall give a reasoned Award and it shall be in accordance with the provisions of the Arbitration and Conciliation Act 1996 or any statutory modifications or reenactment thereof. The venue of the Arbitration shall be Visakhapatnam and the courts at Visakhapatnam shall have exclusive jurisdiction on all the matters with reference to this contract.
29. DCI reserves the right to authorise any of its Officers/ Staff to supervise the type of services rendered by the Tenderer and if it is found that the conduct, behavior and performance of the driver employed by the Tenderer is unsatisfactory, it may require the Tenderer to immediately recall the particular person and substitute the person by another and the Tenderer shall immediately comply with such requirements made by the DCI forthwith.
30. Any change in the constitution of the tenderer/ Tenderer shall not be permitted except with the clear written consent of the DCI.

Signature of the Tenderer with seal

31. The DCI reserves the right to reduce the payment to the extent of deficiencies observed if any. The decision of the Tender Accepting Authority shall be final and binding in this regard.
32. The Tenderer shall also abide by the terms and conditions, subsequently arising out, as mutually agreed between the DCI and the Tenderer, from time to time. The Tenderer, if any deficiencies pointed out by the representatives of the Corporation, should rectify forthwith.
33. The Driver employed by the tenderer shall maintain proper discipline and behavior and he shall not in any manner cause any interference, annoyance, nuisance to the management of the DCI or its business or work or its Officers/ Employees/ Other Official Guests.
34. The DCI is in no way liable or responsible regarding injury while on duty to the Drivers of the Tenderer, etc., or any other claims arising out of employment of Drivers etc., or the deployment of the AC Taxi by the tenderer.
35. The Tenderer shall indemnify and keep indemnified DCI against all or any claims, notices, cases, proceedings of any nature whatsoever arising out of or in relation to their contract. This clause shall also be deemed to include claim from third parties, Drivers etc., and all types and/ or nature of claims. Valid and subsisting insurance covering all types of claims should be maintained/ continued during the entire contract period or extended period.
36. Liquidated damages: If the Contractor fails to provide the taxi services as per contract, DCI shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to 1% per week or pro-rata of the contract price will be charged for failure to provide taxi services, subject to maximum 10% of the contract price. Once the maximum is reached, the DCI may consider termination of the Contract pursuant. (For delay in delivering services for more than 3 days the contractor will be imposed liquidated damages on pro-rata basis of the contract price.)
37. Force Majeure:
 - (i) The Contractor shall not be liable for forfeiture of its performance security, liquidated damages or termination for default if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
 - (ii) For purposes of this Clause, "Force Majeure" means an event beyond the control of the Contractor and not involving the Contractor's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the DCI either in its sovereign or contractual capacity, wars or revolutions, fires, floods, Tsunami, epidemics, quarantine restrictions and freight embargoes.
 - (iii) If a Force Majeure situation arises, the Contractor shall promptly notify the DCI in writing of such conditions and the cause thereof. Unless otherwise directed by the DCI in writing, the Contractor shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

Signature of the Tenderer with seal

38. The Tenderers should submit the "Two Bid" cover (Technical & Financial) of the tender along with following documents and details superscribing **"Supply, manning and running of AC Taxi of 2018 model or later make on hire for project use at Paradip"** and addressed to the Project Manager, DCI Ltd., Paradip.

(a) The Technical Bid along with following enclosures to be put in a sealed Cover superscribed with the words - **Cover-A** "Technical Bid" ;

- (i) EMD of Rs. 20,000/- (Rupees twenty thousand only) should be submitted by way of NEFT/RTGS in favour of M/s. Dredging Corporation of India Limited from any Nationalized/ Scheduled Bank payable at Visakhapatnam or BG as per format (**Annexure- V**).
- (ii) Copy of Original Registration Certificates (RC) etc., of the AC taxies offered to DCI.
- (iii) Copy of valid comprehensive Insurance Policy of AC Taxi and the third party.
- (iv) Proof of experience in similar job(s) having executed such job(s) satisfactorily as per Pre-qualification Criteria mentioned at page no. 05.
- (v) Copy of clear title of owner of Taxi shall be enclosed. If the Tenderer is not the owner of the car, specify the name of owner of the Taxi and enclose necessary documents in support of authorization given by the owner to the Tenderer to offer and operate the Taxi by the Tenderer, in original duly executed on a Stamp Paper and Notarized.
- (vi) Duly signed Tender Document excluding Bill of Quantities.
- (vii) Company's profile with copy of Permanent Account Number (PAN) in the Firm's name.
- (viii) Audited Balance Sheet of Company for the last 3 (three) years, i.e. for the years 2016-17, 2017-18, & 2018-19.
- (ix) Copy of Provident Fund Registration Number.
- (x) Copy of GST Number.
- (xi) Authorisation for the Person signing the Tender.
- (xii) Certificate that Contractor is not related to any DCI/ Ministry of Shipping or Declaration of relative(s) working in DCI as per **Annexure-I** and
- (xiii) Other relevant Annexure(s) (**Annexure - II to Annexure- VIII**) are to be enclosed with bid.

(b) Only Bill of Quantities duly filled with the competitive rates and nothing else in a separate sealed **Cover-B** "Price Bid"

39. The Technical Bid along with all enclosures to be put in a sealed Cover superscribed with the words - **Cover-A** "Technical Bid" for the work "Supply, manning and running of AC Taxi of 2018 model or later make on hire for project use at Paradip" to be submitted within the specified due date and time mentioned above.

The Price Bid containing only tendered amount is required to be put in another sealed cover superscribed with the words - **Cover-B** "Price Bid" for the work "Supply, manning and running of AC Taxi of 2018 model or later make on hire for project use at Paradip" on hire for project use at Paradip.

Tenderer should ensure that his tendered amount as per Cover-B is not mentioned in any other document directly or indirectly. The duly sealed covers A & B are to be put in a separate main sealed cover superscribed with the words "Supply, manning and running of AC Taxi of 2018 model or later make on hire for project use at Paradip" on or before 1500 Hrs on 16-06-2020.

Signature of the Tenderer with seal

If the outer cover is not sealed and marked as required by the DCI will assume no responsibility for the bid's misplacement or premature opening.

40. After evaluation of technical bid, the price bids of the technically qualified bidders will be opened at a later date which will be communicated to all the technically qualified bidders.

To arrive at L1, overall rates quoted i.e. SL No. V (I+II+III+IV) of BOQ will be considered for evaluation.

Hence, all columns (SL No. I, II, III, IV, V & VI in Price Bid) are to be quoted properly and legibly filled in. No columns to be left blank. In case any of the column not quoted, the tender shall be rejected.

DCI reserves the right to have negotiations with the L1 party to match the lowest quote(s) of other party(s) or such other reasonable rates for different taxies and/or items in the price bid.

DCI reserves the right not to consider/ reject the bid of any party, if it is found at the time of evaluation that the quote contains any freak rates under any head/category (i.e. unreasonable/ abnormal rates - high/ low).

41. The payments will be made as per the actual usage and as per the final rates agreed with the successful bidder.

Signature of the Tenderer with seal

SPECIAL CONDITIONS AND SPECIFICATIONS

1. The rates quoted will be valid for the contract period of six months from the date of acceptance and at the discretion of the DCI, the contract can be extended for a further period of six months(180 days) on the same rates, terms and conditions or curtailed / terminated by issuing one-week advance notice. The Tenderer shall not have any additional claim on account of extension or termination of the contract.
2. Rates quoted by the tenderer shall include “Motor Insurance Policy” and no claim on this account shall be entertained. The Tenderer shall produce a copy of valid comprehensive Insurance Policy and Premium receipts as stated above to the Project Manager, Dredging Corporation of India Ltd., Paradip whenever required.
3. Tenderer will ensure that no vehicles owned by private parties hired as taxis. The vehicles hired as taxis will be registered as a transport vehicle and possess necessary valid permit. The drivers should also hold the requisite licenses/permits etc. The drivers must carry their original driving license at all times.
4. The cost of fuel / Lube oils, etc. required for running the vehicle should be borne by the Tenderer and the rates quoted should be inclusive of all charges fuel/ lube oil, labour charges etc. excluding GST. Vehicle should not be stopped for want of fuel/ lube oil during journeys / office hours. No escalation due to hike in fuel, engine oil, labour, material etc is admissible. The rates quoted /agreed shall be firm throughout the contract period including extension period and no enhancement in rates shall be entertained due to any reason.
5. The vehicle and Driver supplied to DCI shall possess valid Road Tax Token, Licence, Comprehensive Motor Insurance coverage, Pollution Control Certificate and other relevant statutory documents etc., as prescribed by the concerned Authorities from time to time and shall be kept in the vehicle at all times.
6. The quoted rates would be inclusive of all taxes, fuel/ other oils, repairs, driver’s salary and all other charges, fuel escalation etc., . Toll gate fees and parking fees, which shall be reimbursed on submission of receipt with RA bills in original duly signed by the authorised user of the vehicle.
7. All statutory Taxes (Central / State) in respect of this contract will be deemed to be inclusive in the quoted rate and the same will be payable by the tenderer and DCI will not entertain any claim whatsoever in this respect. GST will be applicable as per the Government Rules.
8. The vehicle will be used including Sundays and Holidays as per the requirement of operational requirements and office use.
9. The Tenderer should quote his rates to supply vehicle for all items as given in the schedule. The rates quoted are applicable for use of vehicle including Sundays and Holidays. The vehicle requirement time for next day if required will be intimated to the Driver before releasing the vehicle, or intimated to the Tenderer over phone by DCI authorized representative at Paradip.
10. All required running expenses including both major and minor repairs, servicing, maintenance, changing of engine/ lube oil, etc., shall be to borne by the Tenderer.

Signature of the Tenderer with seal

11. Port entry / Gate pass as applicable to be borne by the tenderer only. Also the Tenderer shall abide by all rules and regulations while plying the taxis inside the restricted areas of Port Trust, etc.
12. The Tenderer should preferably provide a cell phone / Mobile phone of good quality to his driver for good communication / access.
13. Tenderer should possess valid e-mail id, as DCI will communicate by e-mail or letter or both.
14. In case of breakdown of the vehicle(s)/ withdrawal of vehicle for major or minor repairs or maintenance or any other reasons, the Tenderer should arrange at his own cost a substitute vehicle of similar specifications in good working condition within one hour for un-interrupted services. If the Tenderer fails to supply the substitute vehicle, a suitable vehicle will be hired by the DCI at the risk and cost of the Tenderer, and recovered from his running account bills or any amount due with DCI Ltd.

In addition to the above, a penalty of Rs.500/- per day will be imposed for each day of failure to provide substitute vehicle of similar specifications. This penalty will be levied on the monthly RA bills.

15. The Tenderer shall provide experienced and well-behaved driver who should possess all the valid documents all time.
16. Time is the essence of the contract. The tenderer will ensure that the vehicles are reported as per requirement within the stipulated time. In case of breakdown of the vehicle hired, another vehicle in good working condition has to be provided immediately by the taxi supplier at no extra cost.
17. The wages, overtime, bonus, tips etc., for the drivers shall be paid by the Tenderer and the rates quoted are deemed to have included the same.
18. The Road Tax and other taxes for the vehicle shall be paid by the Tenderer and ensure that valid documents are always available with driver / vehicle. The Tenderer shall also ensure that requisite documents are re-validated before due date.
19. Tenderer will take full responsibility for the safety of his vehicles/drivers/workmen during hire. The Corporation will not be liable for or in respect of any damage or compensation payable in law, in respect or consequence to any accident or injury to any workmen or other persons in employment of the contractor or damage/damages to the vehicles etc., and the tenderer will indemnify and keep DCI indemnified against all such damages and compensations and against all claims, damages, proceedings cost, charges and expenses, whatsoever in respect thereof or relating thereto.
20. If the performance of the vehicle is not satisfactory or if the tenderer breach any terms and conditions of contract or services is not satisfactory, then the Tenderer will be notified in writing and in case the Tenderer fails to improve the performance of the vehicle or to supply suitable substitute vehicle in good working conditions or improve the services to the satisfaction of the Project in charge within three days notified in the same notice, the DCI reserves the right to cancel the contract immediately after expiry of notice period and the Security Deposit / Performance Security will be forfeited.

Signature of the Tenderer with seal

21. In the event of early completion, temporary suspension of dredging/ Project works/ or closure of Office, the hiring of taxies shall be suspended/ terminated by giving 3 (three) days notice to the Tenderer. Similarly, as per the operational requirements or Office Use, the service of the taxies to be re-commenced within 03(three) days on receipt of our notice.
22. The Tenderer should submit Running Account Bills on or before 10th of every month addressed to the Project in charge, Paradip in duplicate along with logbook in original duly signed by DCI representatives. The bills shall be evaluated as per the criteria and will be settled basing on the logbook entries within 45 days from submission of bills complete in all respects after deducting the Security Deposit, Income Tax etc. as applicable according to Government rules.
23. The regular office vehicle will run within various locations in and around Port township & Harbour Area, Port Premises, Atharbanki, Kujang, Tarini Gadha, IOCL, Paradip Railway Station, Kendrapra, Jagatsingpur etc., **through kutcha / pucca roads, coal / iron ore areas, for dredging / disposal areas.** The Tenderer should keep this in mind and see the site (s) before quoting the rates. Any damage caused to the vehicle(s) due to running on such roads / area should be to the Tenderer's account and no claim on this account will be entertained by DCI at any stage.
24. The vehicle(s) offered to DCI should not be withdrawn from services without prior permission in writing and the driver should not be changed frequently.
25. The Project in charge or his representatives shall have the option to utilise the vehicle(s) beyond the city limit of Paradip, as per operational requirement.
26. At all times, the drivers should be given by the contractor sufficient money to pay parking fees, toll charges etc and the same should not be asked from officers / staff of the company/ representative or any other official travelling in the vehicle at any point.
27. When reporting at Airport/ Railway Station/ any other public place to receive any guest, the driver should carry a placard containing the name of the Company and the name of the Guest. The Blank placards will be provided by the Company.
28. When the taxies are engaged for out-station trips, the drivers concerned should be provided with sufficient amount to meet expenses relating to cost of fuel, Repairs, Drivers Coffee/Tiffin, Meals expenses and other contingencies.
29. The tenderer should be able to cater / provide immediately any number of taxies, as required by the Corporation on any day within 2 hours on intimation. If the tenderer fails to do so, alternative arrangements will be made and expenses incurred thereof will be deducted from the successful tenderer, while settling his bills.
- 30. The vehicles will be engaged on as and when required basis and DCI has the right not to engage any vehicle whenever there is no requirement.**
31. Driver's wages, OT, bonus etc., are to be borne by the Tenderer, and necessary P.F contributions have to be remitted by the Tenderer to P.F. Authority every month. Details with documents of the same to be provided as when asked for verification by DCI / labour authorities. Failure to do so, DCI shall recover an equal amount with penalty and or interest or both from the RA bills / security deposit.

Signature of the Tenderer with seal

32. Clarifications to the tender conditions may be obtained in writing from this office. No additional conditions / counter conditions are liable to be rejected.
33. The vehicle driver(s) shall maintain Trip sheets/ Logbook and get it signed by the users of DCI representatives for each trip on the same day. Logbook should be produced to the office, whenever required. If the logbook is incomplete/ not signed, payment shall not be made for that trip/ Day.
34. The mileage will be accounted for, from garage to garage. If the garage is located at more than 5 Kms, the distance will be restricted to a maximum of 5 Kms. each side.
35. The "BOOKING TIME" and "RELEASING TIME" will be considered as the actual time of Reporting to duty and releasing from duty as signed by the user in the logsheets at Paradip.
36. The Tenderer shall also supply additional vehicle of similar model as specified above, on the same rates, terms and conditions as and when required by DCI Ltd.
37. The contractor shall be responsible for Fidelity Insurance, Workmen's Compensation and other relevant statutes in respect of the personnel deployed, or other personnel utilised, for causing injuries/ death etc. to any outsider.
38. Wages shall be paid directly by Tenderer to the workmen / drivers, without the intervention of any Jamadar or Thakedar and that the Tenderer shall ensure that no amount by way of commission or otherwise deducted or recovered by the Jamadar from the wages of the workmen. The Tenderer shall strictly comply with the various legal provisions of labour laws and other statutes like:
- (i) Contract Labour (Regulation & Abolition) Act, 1970.
 - (ii) Inter-state Migrant Workmen (Regulation of employment and conditions of service) Act, 1947.
 - (iii) Industrial Dispute Act, 1947.
 - (iv) Payment of Gratuity Act, 1972.
 - (v) Equal Remuneration Act, 1976.
 - (vi) Employees P.F. & Misc. Provisions Act, 1952.
 - (vii) Minimum Wages Act, 1948 & Payment of Wages Act, 1936.
 - (viii) ESI Act, 1948
 - (ix) Code on Wages, 2019
 - (x) Or other acts applicable / amended from time to time.
- The contractor shall maintain various registers as required under the statutes and various Labour Laws and produce to the officer of the DCI, as and when required for verification. No child labour should be engaged.
39. The contractor shall maintain the vehicle in neat and clean on daily basis, proper seat cover, towels, freshener should be available in the vehicle all the time. Seat to be covered with Towels and should be changed on regular basis. Failure to which, Rs.100/- per day will be deducted from the RA bill of the month.
40. The tenderer participating in this tender, should have vehicle registered in his / her own name or Lease Agreement authorized by the other owner to the tenderer is acceptable.
41. The drivers should be provided with uniforms to comply with the regulations of the Road Transport Authorities. In case of failure to comply with the rules by the drivers,

Signature of the Tenderer with seal

it will be the sole responsibility of the drivers/taxi supplier for payment of any fines, etc., and the Corporation will in no way be responsible for any consequences etc. DCI reserves the right to reject any vehicle if the driver reports without wearing the said uniform or deduct penalty from the bills at its sole discretion. The driver should be neatly dressed at all times during duty hours.

42. The mobile number of the Driver, Driver name, Vehicle Number should be sent by SMS to the person who is booking the vehicle and also to the guest. The driver must send the starting KMs and ending KMs of the day through SMS.

43. For our Regular office vehicle the rate for extra Km & extra hour shall be operated / paid as per the schedule when the actual total Kms and total hours per month (say 30 days) exceeds 3600 Km & 360 hours respectively or pro-rata thereof. The payment will be made for actual hired days and the Kms & hours will be considered on pro-rata basis proportional to the number of hired days (actual).

Illustration: When the regular office vehicle engaged on 12 hrs basis has run for 30 days in the month, the payment shall be considered in the following manner in addition to the normal as per the schedule.

Hrs in that month	Km run of the vehicle in that month	Explanation
360	3600	No addl. payment since it is within 360 hrs and 3600 Kms
400	3600	Extra 40 hrs. (400-360) only shall be paid
360	4200	Extra 600 Kms (4200-3600) only shall be paid
400	4200	Extra 40 hrs shall be paid, and corresponding 40 hrs x 10 km = 400 Kms shall be deducted from the payment due for the 600 Kms. i.e. payment for 600-400=200 Kms only shall be paid.

Note:

- The calculation of KMs and Hours will be changed proportionately when the office vehicle has run for less than 30 days in the month.
- If for a given day, the vehicle has run for less than 12 hours (Say 8 hours), then for the purpose of arriving at the total number of hours for the month, it is considered for the actual number of hours run i.e 8 hours only. However, the minimum payment for the month will be for 12 hours x number of days vehicle is engaged.

44. In case of corrigendum/addendum regarding the subject tender work, same will be published in www.dredge-india.com and <https://eprocure.gov.in> till one day before last date of submission. Tenderers are requested to see the website accordingly.

Signature of the Tenderer with seal

PARTICULARS OF VEHICLE PROPOSED TO BE SUPPLIED

1. NAME OF THE TENDERER : _____
2. CONTACT PERSON & FULL ADDRESS : _____

3. TELEPHONE / CELL NOS. : OFFICE : _____
 RESIDENCE: _____
4. TYPE OF AC Taxies : _____
5. YEAR OF MANUFACTURE : _____
6. REGISTRATION NO. : _____
7. SEATING CAPACITY : _____
8. NAME & ADDRESS OF OWNER : _____
9. COMPREHENSIVE INSURANCE PARTICULARS & VALIDITY : _____
10. CONDITION OF UPHOLSTERY : _____
11. ANY OTHER PARTICULARS THE TENDERER WISH TO FURNISH REGARDING THE VEHICLE : _____
12. DOCUMENTS AS PER CL.NO.27 OF SPECIAL CONDITIONS :

NOTE:

- (A) The copies of Registration certificate, comprehensive insurance policy, PF particulars, GST Regn. No., copy of PAN Card, etc should be enclosed with the tender without fail.
- (B) The AC taxies shall be 2018 model/later make.
- (C) Tenders received from Firms, without fulfillment of above, will be rejected.

Signature of the Tenderer with seal

PROFORMA

Date: _____

To
The Project Manager,
M/s Dredging Corporation of India Ltd.,
Room No.5&6, 1st Floor,
Trade Centre, Hanuman mandir Area,
Paradip -754142
Odisha

Sir,

Sub: Tender for Supply, manning and running of AC Taxies of 2018 or later make on hire for Dredging Corporation of India Ltd. at Paradip – Reg.

A. With reference to your Tender No. DCI/RO/PDP/TAXI/2020 dated. 02.06.2020 and as per Cl. No.16 of General 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 the Tenderer with seal

Annexure-II**PROFORMA**

Date:

To
The Project Manager,
M/s Dredging Corporation of India Ltd.,
Room No.5&6, 1st Floor,
Trade Centre, Hanuman mandir Area,
Paradip -754142
Odisha

Sir,

Sub: Tender for Supply, manning and running of AC Taxies of 2018 or later make on hire for Dredging Corporation of India Ltd. at Paradip– Reg.

With reference to your Tender No. DCI/RO/PDP/TAXI/2020 dated. 02.06.2020 and as per Cl. No.18 of General 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 Prevention of Corruption Act in connection with the bid.

Thanking you,

Yours faithfully,

Signature of the Tenderer with seal

Annexure-III

PROFORMA

Date:

To
The Project Manager,
M/s Dredging Corporation of India Ltd.,
Room No.5&6, 1st Floor,
Trade Centre, Hanuman mandir Area,
Paradip -754142
Odisha

Sir,

Sub: Tender for Supply, manning and running of AC Taxies of 2018 or later make on hire for Dredging Corporation of India Ltd. at Paradip– Reg.

A. With reference to your Tender No. DCI/RO/PDP/TAXI/2020 dated. 02.06.2020 and as per Cl. No.19 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 the Tenderer with seal

Annexure-IV**BANK ACCOUNT DETAILS**

Date: _____

To
 The Project Manager,
 M/s Dredging Corporation of India Ltd.,
 Room No.5&6, 1st Floor,
 Trade Centre, Hanuman mandir Area,
 Paradip -754142
 Odisha

Sir,

Sub: Tender for Supply, manning and running of AC Taxies of 2018 or later make on hire for Dredging Corporation of India Ltd. at Paradip– Reg.

With reference to your Tender No. DCI/RO/PDP/TAXI/2020, dated. 02.06.2020 and as per Cl. No.20 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 the Tenderer with seal

BANK GUARANTEE FOR EARNEST MONEY DEPOSIT

Bank Guarantee No.

Date

To
 The Project Manager,
 M/s Dredging Corporation of India Ltd.,
 Room No.5&6, 1st Floor,
 Trade Centre, Hanuman mandir Area,
 Paradip -754142
 Odisha

WHERE AS (hereinafter) called “the Tenderer” has submitted its tender datedfor the execution of (name of work) (hereinafter called “the Tender”) in favour of DREDGING CORPORATION OF INDIA LIMITED, Dredge House, Port Area, Visakhapatnam – 530 035 hereinafter called the “CORPORATION”.

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

(Hereinafter called “the Bank” is 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 presents:

THE CONDITIONS of this obligation are:

1. If the Tenderer withdraws his Tender
 - (a) during the period of Tender validity specified in the Tender,
 - or
 - (b) 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, if required or
3. Commence the work as per the Letter of Intent or Work Order

We undertake to pay to the Corporation up-to the above amount upon receipt of his first written demand, without the Corporation having to substantiate his demand, provided that in his demand the Corporation will note that the amount claimed by him is due to

Signature of the Tenderer with seal

him owing to the occurrence of one or both of the 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 up to 120 days from the date of opening of Second Cover / Finance Bid, 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.....day of2020

For

.....

(Indicate Name of the Bank)

Signature of the Tenderer with seal

FORM OF CONTRACT AGREEMENT

This agreement made this _____ day of _____ BETWEEN the
 _____, a body corporate under _____ having its registered office at
 _____ (Hereinafter called “the Employer”, “which expression shall
 unless excluded by or repugnant to the context, be deemed to include their successors in
 office) of the One Part AND _____
 (name and address of the CONTRACTOR if any individual and of all partners if a
 Partnership with all their addresses) (Hereinafter called the “CONTRACTOR” which
 expression shall unless excluded by or repugnant to the context, be deemed to include
 his/their heirs, executors, administrators, representatives and assigns or successors in
 office) of the Other Part.

WHERE AS the “Employer” is desirous of _____

_____ and the Contractor has offered to _____

AND WHEREAS the CONTRACTOR has deposited a sum of
 Rs. _____ (Rupees _____) as Performance Security in the form of
 _____ for the due fulfillment of all the Conditions of the Contract:

NOW THIS AGREEMENT WITNESSETH as follows:

1. That in this agreement words and expression shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. That the following documents shall be deemed to form and be read and construed as part of this agreement viz:
 - The Contract Agreement
 - The Letter of Acceptance/Work order
 - The Tender submitted by the Contractor
 - Instructions to Tenderer
 - Terms and Conditions of Contract
 - Specification for the Works
 - Price Bid
 - Correspondence exchanged before the issue of letter of acceptance by which the Conditions of Contract are amended, varied or modified in any way by mutual consent (to be enumerated).

Signature of the Tenderer with seal

That the Contractor hereby covenants with the Employer to complete the Contract in conformity, with the provisions of the Contract in all respects.

That the Employer hereby covenants to pay the Contractor in consideration of such completion of the Contract, the "Contract Price" of Rs. _____ (Rupees _____) at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereunto have set their hands and seals the day and year first above written.

Signed and sealed by:

CONTRACTOR

Signature :	Signature :
Name :	Name :
Designation :	Designation :
Seal :	Seal :

In the presence of

Witness

a) Signature:	b) Signature:
Name & Address:	Name & Address:

Signature of the Tenderer with seal

Annexure-VII

FORM OF BANK GUARANTEE BOND
(IN LIEU OF PERFORMANCE SECURITY DEPOSIT)

Bank Guarantee No.

Date

To

Dredging Corporation of India Limited

.....
.....

In consideration of Dredging Corporation of India Limited, a Company incorporated under the Companies Act, 1956 and having its Registered Office at Core No.-2, First Floor, SCOPE MINAR, Plot No. 2A & 2B, Laxmi Nagar District Center, DELHI – 110 091, India (herein after called the “DCI”) having agreed to exempt M/s..... having its Registered Office at(herein after called the said “Contractor” from the demand under the terms and conditions of an Agreement / Contract / Work Order datedmade between DCI and Contractor for(herein after called the said “Agreement”), of Security Deposit for the due fulfillment by the said Contractor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for

.....only), we(hereinafter referred (indicate the name of the Bank) to as “the Bank” at the request of M/s..... (Contractor) do hereby undertake to pay to the DCI an amount not exceedingagainst any loss or damage caused to or suffered or would be caused to or suffered by the DCI by reason of any breach of the said Contractor of any of the terms and conditions contained in the said Agreement.

2. We,
(indicate the name of Bank)

do hereby undertake to pay the amounts due and payable under this guarantee without any demur merely on a demand and without reference to the Contractor from the DCI
Signature of the Tenderer with seal

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 of breach by the said Contractor of any of the terms or conditions contained in the said Agreement or by reason of the Contractor's failure to perform the said Agreement. 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(say) only).

We undertake to pay to the DCI any money so demanded not withstanding any dispute or disputes raised by the Contractor 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 a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

4. We further
(indicate name of the Bank)

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 Agreement and that it shall continue to be enforceable till all the dues of the DCI under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till DCI certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor and accordingly discharge this guarantee. Unless a demand or claim in writing under this guarantee has been received by us on, we shall be discharged from all liability under this guarantee thereafter.

5. We, further agree
(indicate name of the Bank)

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 Agreement or to extend time of performance by the said Contractor 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 Contractor and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor or for any
Signature of the Tenderer with seal

forbearance, act or omission on the part of the DCI or any indulgence by the DCI to the said Contractor 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 Contractor.

7. We, lastly undertake not to (indicate name of the Bank) revoke this guarantee during its currency except with the previous consent of the DCI in writing.

This guarantee will remain in force until All claims under this guarantee must be made in writing and dispatched to us by Registered Post, Hand Delivery or by Courier against acknowledgment. Notwithstanding what is stated above, our liability under this guarantee will be limited to(..... Only).

Dated theday of2020.

Signature of the Tenderer with seal

TECHNICAL BID
(TO BE SUBMITTED IN SEPARATE SEALED COVER)

01	(a) Name & Full address of the firm with telephone / Fax Nos.			
	(b) Name of the contact person			
02	Firm's Registration Certificate issued by Concerned Authority			
03	GST registration certificate of the Firm issued by concerned authority (Documentary proof shall be attached)			
04	Permanent Account Number (PAN) issued by Income Tax Dept., Govt. of India (Documentary proof shall be attached)			
05	(a) Existing latest model Taxi (Maruti Swift Dzire / Honda Amaze / Hyundai Xcent / Tata Zest / Toyota Etios / Toyota Innova Crysta) of 2018 model or later make having all inbuilt facilities should be furnish for technical qualification)	Type of Vehicle	Year of make/ model	No. of vehicles
	(b) No. of latest model taxies registered in the name of tenderer (Documentary proof shall be attached)	Type of Vehicle	Year of make/ model	No. of vehicles
06	Tenderer should have been completed three similar works each costing not less than <u>Rs. 6.66 Lakhs</u> or two similar completed works each costing not less than <u>Rs. 8.33 Lakhs</u> or one similar completed work costing not less than <u>Rs. 13.32 Lakhs</u> .			

Signature of the Tenderer with seal

Nature of work	Period of work <u>From</u> <u>To</u>	Organization if any	Value of each work done Rs.	Remarks (attach supporting documents)
07	Average Annual Financial Turn Over for the last 3 years: (a) 2016-17: (b) 2017-18: (c) 2018-19: (Attach copies of Profit & Loss Account duly certified by Auditor/ Auditor's certificate)		Rs. Rs. Rs.	
08	Details of Man Power possessed by the Tenderer (viz. Experienced drivers, etc.),			
09	E.M.D. particulars (NEFT/RTGS or BG towards EMD shall be kept in Technical Bid cover only)			

Signature of the Tenderer with seal

10	Furnish an undertaking that the 'Price Bid Cover' does not contain any counter conditions	
11	Whether letter as per proforma duly signed and attached in the Technical Bid Cover	
12	Whether all pages of Tender Schedule signed by the tenderer	

Place :

Date :

Signature of the Tenderer with Seal

Signature of the Tenderer with seal

DREDGING CORPORATION OF INDIA LIMITED**Regional Office, Paradip****PRICE BID****(BILL OF QUANTITIES)****(TO BE SUBMITTED IN SEPARATE SEALED COVER)****ALL INCLUSIVE HIRE CHARGES FOR 2018 or LATER MODEL A/C TAXIES****TENDERES ARE REQUESTED TO QUOTE ALL COLUMNS**

I. REGULAR OFFICE VEHICLE: AC Taxies of 2018 or later make – (Maruti Swift Dzire / Honda Amaze / Hyundai Xcent / Tata Zest / Toyota Etios)					
Sl. No	Description of work	Unit	Estimat ed qty for 180 days	TO BE QUOTED	
				Rate in Rs. (Write both Fig and Words)	Amount in Rs. for 180 days for 2 vehicles
				A	B
a)	Per day of 12 hrs with a run of 120 Kms per day all inclusive.	Per day of 12 hours	180 Days	_____ Rate per day	_____
b)	Rate for extra km beyond 120 Kms in a day.	Per Km	3600 Km	_____ Rate per Km	_____
c)	Rate for extra hour beyond 12 hrs usage in a day.	Per Hour	360 Hours	_____ Rate per hour	_____
TOTAL = a + b + c					Rs. _____

II. LOCAL TRIPS: AC Taxies of 2018 or later make (Maruti Swift Dzire / Honda Amaze / Hyundai Xcent / Tata Zest / Toyota Etios)					
Sl. No	Description of work	Unit	Estimat ed qty. for 180 days	TO BE QUOTED	
				Rate in Rs. (Write both Fig and Words)	Amount in Rs. for 180 days
				A	B
a)	Local duty for 8 hrs usage with a run of 80 km per day.	Per day of 8 hours	30 Days	_____ Rate per day	_____
b)	Rate per extra km beyond 80 km.	Per Km	600 Km	_____ Rate per Km	_____

Signature of the Tenderer with seal

c)	Rate for extra hour beyond 8 hrs usage in a day.	Per Hour	60 Hours	_____	_____
				Rate per hour	_____
TOTAL = a + b + c					Rs. _____

III.	OUTSTATION TRIPS: AC Taxies of 2018 or later make for outstation duty viz. Bhubaneswar, Cuttack, Kolkata, Haldia, Visakhapatnam etc., including one night halt charges. (Maruti Swift Dzire / Honda Amaze / Hyundai Xcent / Tata Zest / Toyota Etios)				
Sl. No	Description of work	Unit	Estimated qty. for 180 days	TO BE QUOTED	
				Rate in Rs. (Write both Fig and Words)	Amount in Rs. for 180 days
				A	B
a)	Rate per Km for outstation trips	Per Km	50,000 Km	_____	_____
				Rate per Km	_____
b)	Rate per night halt.	Per night halt	30 Night Halts	_____	_____
				Rate per night halt	_____
TOTAL = a + b					Rs. _____

IV.	LOCAL / OUTSTATION TRIPS: (Toyota Innova Crysta 2018 or later make)				
Sl. No	Description of work	Unit	Estimated qty. for 180 days	TO BE QUOTED	
				Rate in Rs. (Write both Fig and Words)	Amount in Rs. for 180 days
				A	B
a)	Local trip of 12 hrs per day with an average run of 120 Kms all inclusive.	Per day of 12 hours	12 Days	_____	_____
				Rate per day	_____
b)	Rate for extra km beyond 120 Kms in a day.	Per Km	100 Km	_____	_____
				Rate per Km	_____

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c)	Rate per km for going outstations viz. Bhubaneswar, Cuttack, Kolkata, Haldia, Visakhapatnam etc.	Per Km	7500 Km	_____	_____
				Rate per Km	_____
d)	Rate per night halt (For outstation only).	Per night halt	10 night halts	_____	_____
				Rate per night halt	_____
TOTAL = a + b + c + d					Rs. _____

V.	Total estimated cost for all types of vehicles for 180 days (I+II+III+IV)	Rs. _____
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VI.	Grand Total estimated cost for all types of vehicles for 1 (one) year (V x 2)	Rs. _____
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Please See Clause 40 – General Conditions of the Contract for the Evaluation Criteria.

Rates are to be mentioned in figures and words both and Quoted rates shall be inclusive of all charges.

NOTE:

- a) To arrive at L1, overall rates quoted i.e. SL No. V (I+II+III+IV) of BOQ will be considered for evaluation.
- b) Hence, all columns (SL No. I, II, III, IV, V & VI in Price Bid) are to be quoted properly and legibly filled in. No columns to be left blank. In case any of the column not quoted, the tender shall be rejected.
- c) Half an hour or more will be calculated as one hour and less than half an Hour should be ignored.
- d) Payment will be made at actual basing on the HRS or KMS, utilized, by DCI as certified in the daily log sheets which are to be submitted along with the Running Account Bill.
- e) No. of vehicles required, may be varying, basing on the actual requirement and vehicles will be engaged only when required by DCI.
- f) For Sl. No. I (Regular office vehicle) the rate for extra Km & extra hour shall be operated / paid as per the schedule when the actual total Kms and total hours per month exceeds 3600 Km & 360 hours respectively or prorate thereof. The payment will be made for actual hired days and the Kms & hours will be considered on prorate basis proportional to the number of hired days (actual).
- g) The quantities (Kms & hours) indicated above are only an estimate and may vary during execution of work.
- h) Regular Office vehicle will run in Paradip township including Port township & Harbour Area, Atharbanki, Kujang, Tarini Gadha, IOCL, Paradip Railway Station, Kendrapra, Jagatsingpur to be treated as local Trips.

Place :

Date :

SIGNATURE OF THE TENDERER WITH SEAL

Signature of the Tenderer with seal

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	Registered / Unregistered / Composite Dealer (Tick whichever is applicable)		
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 :			
Date			
Created by (in ERP) (AM-F)	Approved by (JGM - IT)		Approved by (in ERP) (JGM - F)
Name :			
Signature :			
Date			

Signature of the Tenderer with seal