

**MADRAS FERTILIZERS LIMITED
(A GOVT. OF INDIA UNDERTAKING)
MANALI, CHENNAI 600 068**

NOTICE INVITING TENDER FOR

**DESIGN, SUPPLY AND INSTALLATION OF FLOATING PONTOON
ROOF SEAL FOR HAN TANK [30-I-905]**

**TENDER No.ESER/MAINT/HAN TANK/200818/011
Dated 31.07.2018**

SUMMARY

Online bids are invited for “**Design, Supply and Installation of Floating Pontoon Roof Seal for HAN Tank [30-I-905]**”. Bidders, who are interested to submit bids, may visit MFL website www.madrasfert.nic.in [“Tenders”–“e-tenders”] or Central Public Procurement web <http://eprocure.gov.in/eprocure/app>. Instructions for applying e-Tendering are given in **Annexure-1**.

For any clarification, please communicate to the following:

E-procurement cell: email: epro@madrasfert.co.in / epro1@madrasfert.co.in

Phone: 044 25945318 / 25945312/ 2594 1261 Mr. A M Sridhar

User contact detail: Mr M Malaravan 044 25945372 / Mr G Sairam 25945375

Mr N Selvam 044 25945414

Design, Supply and Installation of Floating Pontoon Roof Seal for HAN Tank [30-I-905]	
Nature of Bidding	Two Part Bidding: 1 st Part: Techno-Commercial Bid 2 nd Part: Price Bid
Estimated value of the Tender	₹ 8.83 lacs
Commencement of viewing and downloading tender document from e-Tender Website	31.07.2018.
Due date & Time for submission	20.08.2018 at 1400 Hrs
Technical Bid Opening Date& time	21.08.2018 at 1400 Hrs
Bid Submission (To be uploaded on or before the due date and time)	Three Separate on-line bids (1) EMD (2) Techno-Commercial Bid and (3) Price Bid To be submitted with price break up details as per Annexure-13 on or before the date & time meant for submission of bids.

Procedure for opening of Online Bid	Bids will be opened in seriatim EMD, Techno-commercial and price bid.
Validity	120 days from the date of opening of Techno-Commercial bid
Price Bid Opening Date	Techno-Commercially qualified Tenderers only will be intimated
EMD Amount	₹17,660/-. Original BG or DD or proof for submission thru RTGS (UTR number) should be furnished in a separate sealed cover superscribed as EMD for TENDER No. ESER/ MAINT/HAN TANK/ 200818 /011 Dated 31.07.2018 and the same should be submitted to DGM – Contract Cell within three working days from the due date of opening the tender.
Security Deposit (SD)	5% of the Contract Value in the event of Award of Contract
Mode of Payment for EMD and SD	By Demand Draft in favour of Madras Fertilizers Ltd., payable at Chennai or by Bank Guarantee (Annexure – 7 for EMD & Annexure – 9 for SD) or thru RTGS as per Annexure – 10.
BG Validity	For EMD 165 days from the due date of bid submission. For SD 90 days after the date of completion of contract.
Security Deposit (SD)	5% of the Contract Value in the event of placement of award of contract.
Payment Term	<ul style="list-style-type: none"> ▪ 100% cost of materials supplied and 90% of installation cost shall be paid within 30 days after submission of invoice upon job completion. ▪ Balance 10% installation cost shall be withheld towards Workmanship Guarantee
Contract Period	The Contract shall remain in force from the date of issuing of Job Order per Clause 9, 10 & 11 of Annexure -5.
Bid Evaluation Basis	Techno-Commercially qualified L1 basis.
Scope of Work / Duties and responsibilities of the contract	Refer Annexure-2 and 5

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ANNEUXRE – 1**INSTRUCTIONS TO TENDERERS FOR APPLYING E-TENDER**

- 1.1 **Instructions to the Tenderers / Bidders for the e-submission of the bids online through the e-tender site of M/s National Informatics Center (NIC)**
- 1.1.1 Bidders should do the registration in the tender site <http://eprocure.gov.in/eprocure/app> using the option available (online bidder enrolment). Then the Digital Signature registration has to be done with the e-token, after logging into the site. The e-token may be obtained from one of the authorised Certifying Authorities such as nCode / eMudhra /safe script.
- 1.1.2 Bidder then need to login to the site through their user ID / password chosen during registration.
- 1.1.3 The e-token that is registered should be used by the bidder only and should ensure safety of the same.
- 1.1.4 The Bidders can update well in advance, the documents such as certificates, purchase order details etc., and these can be selected as per tender requirements and then send along with bid documents during bid submission.
- 1.1.5 After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise, the bid will be rejected.
- 1.1.6 If there are any clarifications, this may be obtained online through the tender site, or through the contact details. Bidders should take into account the Corrigendum published before submitting the bids online.
- 1.1.7 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender schedule and they should be in .pdf / .xls / .jpeg/.rar formats only.
- 1.1.8 Bidder should submit the EMD as specified in the tender. The original should be posted / couriered / given in person to the Tender Inviting Authority, on any working day after e-publication of NIT and upto 3 working days after the last date of submission of bids. Scanned copy of the instrument should be uploaded as part of the offer along with Techno-Commercial bid.
- 1.1.9 It is construed that the bidder has read all the terms and conditions before submitting their offer including General Terms & Conditions (GTC) and Special Terms & Conditions (STC). GTC & STC can be accessed through Company's website.
- 1.1.10 The bidder has to submit the tender document online well in advance before the prescribed time to avoid any delay or problem during the submission process.

- 1.1.11 After the bid submission, (the bid token number) given by the e-tendering system should be printed by the bidder and kept as a record of evidence for online submission of bid for the particular tender.
- 1.1.12 The details of the Earnest Money Deposit document should be submitted physically to the Dept., and the scanned copy should be furnished at the time of bid submission online. They should be same otherwise the Tender will be summarily rejected.
- 1.1.13 The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders.
- 1.1.14 The tendering system will give a successful bid updation message after unloading all the bid documents submitted and then a bid summary will be shown with the bid number, date and time of submission of the bid with all other relevant details.
- 1.1.15 The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted. The bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening date.
- 1.1.16 Bidder should log into the site well in advance for bid submission so that he submits the bid in time, ie., on or before the bid submission end time. If there is any delay, due to other issues, bidder only is responsible.
- 1.1.17 Each document to be uploaded through online for the tenders should be less than 8 MB. However, if the file size is less than 8 MB, the transaction uploading time will be very fast. The total size of the documents in all the covers put together, should be less than or equal to 8 MB.
- 1.1.18 The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.
- 1.1.19 The time settings fixed in the server side and displayed at the top of the tender site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system. The bidders should follow this time during bid submission.
- 1.1.20 All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not be viewable by any one until the time of bid opening. Overall, the submitted tender documents become readable only after the tender opening by the authorized individual.

- 1.1.21 The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used. Data storage encryption of sensitive fields is done.
- 1.1.22 The bidders are requested to submit the bids through online e-tendering system to the TIA well before the bid submission end date & time (as per Server system clock).
- 1.1.23 The bidder should log out of the tendering system using the normal log out option available at the top right hand corner and not by selecting (X) exit option in the browser.
- 1.1.24 Bidders should ensure that prices should not be indicated anywhere in the un-priced part. The prices should be indicated only in the price bid and nowhere else.
- 1.1.25 Bidders to note that if prices are indicated in their un-priced Techno-Commercial part their offer will be rejected and NO further evaluation or communication will be entertained in this regard.
- 1.1.26 Bidders to note that the very act of using DSC for downloading the bids and uploading their offers shall be deemed to be a confirmation that they have read all sections of the pages of the bid document including General Conditions of Contract without any exception and have understood the entire document and are clear about the requirements of the tender requirements.

SCOPE OF WORK

Equipment No. & Equipment Name	30-I-905 – HAN Tank
Job Description	Design, Supply and Installation of Floating Pontoon Roof Seal for HAN Tank [30-I-905]
Ref. Drawing No.	Drawing No.FTK-396 (India Tube Mills & Metal Industries P. Ltd)

Bill of Materials for Foam Seal is given in the above mentioned Drawing**1.0 Vendor's Scope:**

- 1.1 Design the required Primary and Secondary seal with vapour barrier curtain and scraper pad as per API 653 for the HAN Tank.
- 1.2 Develop the drawing with material specification of each part and submit for MFL concurrence, within 5 days from the date of Job Order.
- 1.3 From the date of intimation of MFL's concurrence to drawing, supply the items as per design to MFL site along with all related test certificate within 30days.
- 1.4 Removal of existing foam seal and Installation of the new foam seal arrangement in the tank with your workmen and supervisor as per approved drawing. All necessary welding and making holes in the pontoon roof are vendor's scope.
- 1.5 During installation, MFL Engineers will inspect the job.
- 1.6 After completion of installation, the job will be checked and inspected by MFL Engineers.
- 1.7 Arrangement of all required tools and tackles for carrying out the job.
- 1.8 You will deploy sufficient manpower, tools and tackles to complete the job within the schedule time without fail.

2.0 MFL's Scope

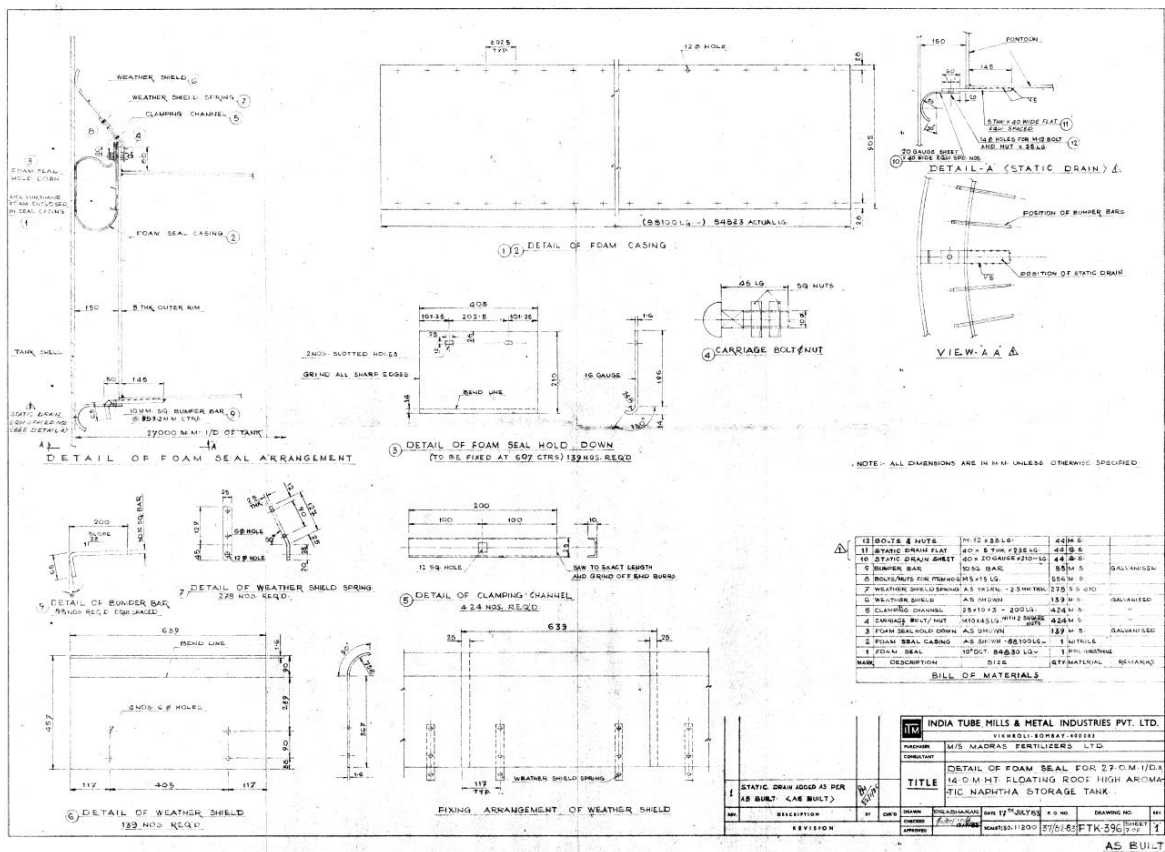
MFL will give free water, power and air.

3.0 General

- 3.1 Job will be carried out at MFL site, Manali, Chennai 600 068.
- 3.2 Job will be carried out on 12 hrs basis without any break for weekly off.
- 3.3 Your workmen fulfil all statutory obligations and comply with provisions of Labour Acts.

- 3.4 All your workmen shall be adequately covered by ESI, PF and evidence thereof shall be produced before commencement of this work.
- 3.5 You should strictly adhere to MFL safety rules and regulations.
- 3.6 Work Permit shall be obtained during each shift from MFL authorities.

4.0 Drawing



ANNEXURE – 3**QUALIFICATION CRITERIA****1.0 QUALIFICATION CRITERIA**

- a. Tenderer shall have prior experience in 'Design, supply and installation of Floating Pontoon roof seal' in any reputed industry during last 7 years ending 31.03.2018 which should be either of the following:
 - i. Three similar completed works each costing not less than the amount equal to ₹3,53,200/- of the estimated cost.
(or)
 - ii. Two similar completed works each costing not less than the amount equal to ₹4,41,500/- of the estimated cost.
(or)
 - iii. One similar completed work costing not less than the amount equal to ₹7,06,400/- of the estimated cost.
- b. Tenderer whose average annual financial turnover is more than or equal to ₹2,64,900/- in the financial years 2014-15 , 2015-16 & 2016-17 only need apply. Tenderer shall attach copies of Income Tax Returns filed for the past three financial years 2014-15, 2015-16& 2016-17).
- c. Tenderer should attach copies of valid registration certificate obtained from ESI and PF authorities.

Non-compliance of any one of the above criteria shall lead to total rejection of the tender.

2.0 DOCUMENTS REQUIRED

- a) Award of Work or Job Completion Certificate to prove experience as stated above (1.0 a) in the related field.
- b) Audited statement of accounts for last three financial years' i.e.2014-15, 2015-16& 2016-17.
- c) Copies of ESI and PF code allotment letters.

Signed copies of the above documents are to be uploaded as Attachment with the on-line submission of bids. Tenders not accompanying documentary proof will be rejected.

ANNEXURE – 4**TECHNO-COMMERCIAL BID FORMAT**

Name of the Tenderer	
Address	
Detailed Technical Specification offered	Not Applicable
Payment Term	<ul style="list-style-type: none"> ▪ 100% Material cost shall be released within 30 days from the date of submission of invoice, after receipt of materials inside MFL. ▪ 90% Installation cost shall be paid within 30 days from the date of submission of invoice, upon completion of the job. ▪ Balance 10% shall be retained towards Workmanship Guarantee.
Payment Mode	RTGS/NEFT
No. of days for the completion of the Job	40days(30 days for material supply &10 days for installation)
Mobilization time	5days
Delivery /Service Term	Service as in the Annexure –5
Delivery/Service Place	MFL Plant
Bid Validity	120 days from Technical bid opening date
VAT / CST/GST No.	
EMD Details	
Acceptance to give 5% Security Deposit in the event of placement of order / award of contract	Yes
Acceptance for LD clause as per Annexure-5	Yes
Acceptance to all other tender norms, terms & conditions not mentioned herein	Yes

Signature of the authorised person :

Name of the authorised person :

Designation of the authorised person :

GENERAL INSTRUCTIONS TO TENDERERS**1.0 DEFINITIONS:**

- 1.1 The term "Contract" shall mean and include the entire tender / the agreement signed by the Contractor and Madras Fertilizers Limited.
- 1.2 "Contractor" shall mean and include those entering into contract /agreement with Madras Fertilizers Limited, their heirs, representatives, executors, administrators, successors and their permitted assignees, as the case may be.
- 1.3 "MFL" shall mean and include Madras Fertilizers Limited., Manali, Chennai 600 068 or any of its authorized officers.
- 1.4 "Services" shall mean and include all items of work, duties / responsibilities of the contractor and / or any other item of work not specified but consistent with general terms of the contract and entrusted by MFL.
- 1.5 "Contract Rates" shall mean the rates of payment fixed by MFL and accepted by the contractor. Escalation in "Contract Rates" will not be permitted under any circumstances.
- 1.6 "Company's Representatives" shall mean and include the General Manager (Plant), Deputy General Manager – Maintenance or other officers of the Company in-charge of Plant operations.

2.0 PLACE OF WORK:

The Contractor shall execute the job at Madras Fertilizers Plant Site at Manali, Chennai 600 068.

3.0 BRIEF DESCRIPTION OF WORK:

"Design, Supply and Installation of Floating Pontoon Roof Seal for HAN Tank [30-I-905]" at Madras Fertilizers Limited, Manali, Chennai-600068.

4.0 RATES:

- 4.1 The tenderers shall quote rate (in both figures and words) in the Price bid format, furnished as Annexure-13, exclusive of applicable taxes.
- 4.2 It shall be deemed that the Tenderer has satisfied himself by actual inspection of the site and locality of the work that the rates quoted by him in the tender will be adequate to carry out the work according to the

specifications and conditions and that he has taken into account all the conditions and difficulties that may be encountered during the course of work and to have quoted labour and all other charges necessary for the completion of the work to the entire satisfaction of the DGM-Maintenance or his nominee.

- 4.3 The rates quoted shall be valid till the job is completed.
- 4.4 Tenderers are advised to quote rates exclusive of applicable taxes. Rate of tax prevailing at the time of billing will be applicable.
- 4.5 Tenderers are requested to quote their most competitive rates keeping the above criteria.

5.0 TERMS OF PAYMENT

- 5.1 100% cost of materials supplied and 90% of installation cost shall be paid within 30 days after submission of invoice upon job completion. Balance 10% installation cost shall be withheld towards Workmanship Guarantee.
- 5.2 Offers with payment term such as "payment thru Proforma Invoice" or "payment against documents thru bank" or "payment thru letter of credit" etc., will be summarily rejected.
- 5.3 Bills have to be drawn on DGM-Maintenance, Madras Fertilizers Limited, Manali, Chennai 600 068. Bills submitted should be duly supported by signed copy of Job order.
- 5.4 Bills should be clearly marked with MFL Job Order No. and date and the tenderer's Bill No. and Date.
- 5.5 Payment will be made only thru RTGS, after reckoning the credit period from the date of receipt of bills at MFL.
- 5.6 RTGS Form (Annexure 11) to be filled in, signed & sent along with the offer by the Tenderer to avoid any delay in processing payment.

6.0 SUBLETTING & TRANSFER

Tenderer shall be solely responsible for rendering any or all the services. He shall not sublet / transfer / assign the contract or any part thereof to others. All their dealing with third parties shall be without reference to MFL.

7.0 CANCELLATION OF ORDER

Failure to comply with specification, terms & conditions or to perform or deliver as promised shall entitle the tenderer to cancel all or any part of this order. In the event of such cancellation, the tenderer shall not be required to make any payment.

8.0 WORKMANSHIP GUARANTEE:

10% of installation cost shall be retained towards Workmanship Guarantee, which shall be released after completion of guarantee period of 6 months from the date of installation.

9.0 CONTRACT PERIOD

Contract shall remain in force from the date of issuing the Job Order and till completion of the job.

10.0 JOB COMPLETION PERIOD:

The entire job of '**Design, Supply and Installation of Floating Pontoon Roof Seal for HAN Tank [30-I-905]**' shall be completed as given below:

Phase I: For Designing purpose, Drawing with material specification of each part shall be submitted within 5 days from the date of Job Order for MFL's concurrence.

Phase II: Upon MFL's concurrence, supply of items as per Design to MFL site shall be completed within 30 days. Mobilization time for required men and material at MFL site shall be 5 days.

Phase III: Installation of Floating Pontoon Roof Seal on the HAN Tank shall be completed within 10 days.

11.0 LIQUIDATED DAMAGES (LD Clause)

In case of delay in completion of the job beyond the stipulated time of 45 days [including 5 days mobilization time], Liquidated Damages (LD) will be levied at the rate of 0.2% per day, subject to a maximum of 5% of the total contract value. LD shall be applicable from the date of intimation of MFL's concurrence to drawing submitted by the vendor.

12.0 BASIS OF ARRIVING AT L1 TENDERER:

The L1 Tenderer will be decided as per Annexure-13 – Rate Schedule.

13.0 SPLIT UP OF JOBS

100% of the jobs will be given to the L1 tenderer

14.0 SIGNING THE TENDER AND DOCUMENTS :

- 14.1 The tender duly filled in all respects shall be signed digitally on each page by the tenderers.
- 14.2 The tender and all connected documents shall be signed by all the Directors/Members of the tenderers or by any such person, who has the full authority to bind all Directors/Members of the tenderers.

- 14.3 Person or persons signing the tender shall state in what capacity he is or they are signing the tender, e.g. as Sole Proprietor of a firm or as Secretary / Manager / Director etc. of Limited Company.
- 14.4 In the case of a Partnership Firm, the names of all the partners should be disclosed and the tender shall be signed by all the partners or their duly constituted attorney having authority to bind all the partners in all the matters pertaining to the contract, including the arbitration clause. The original partnership deed, along with an attested copy, should accompany the tender.
- 14.5 Self attested copies of Partnership Deed and Power of Attorney shall be submitted along with the tender.
- 14.6 In the case of a limited company, the names of all Directors shall be mentioned and it shall be certified that the person signing the tender is empowered to do so on behalf of the Company. A copy of the Memorandum and Articles of Association of the Company shall be attached to the Tender.

15.0 INFORMATION ABOUT TENDERERS:

- 15.1 The tenderers shall furnish at the time of submission of tender, complete, correct and precise details about themselves, viz. name and address, composition, their main business and Income-Tax paid – Annexure 12
- 15.2 In case of change in composition, it should be intimated to MFL within 24 Hours along with the required documents. If not done so, MFL reserves the right either to terminate or continue the contract.
- 15.3 The tenderers should attach the certificates (issued by competent authority) for previous jobs executed so far in a large scale industry to justify their capacity and knowledge to execute the job of the nature and extent. Failure to attach Experience Certificate along with the tender shall be rejected.
- 15.4 Tenders not accompanied by all the Schedule / Annexures intact and duly filled in and signed, shall be rejected.

16.0 OPENING AND ACCEPTANCE OF TENDER:

- 16.1 Tenders received shall be opened on the date, time and place specified, in the presence of the tenderers or their authorized representatives choosing to be present.
- 16.2 Madras Fertilizers Limited shall reserve the right to accept any tender or reject any or all the tenders without assigning any reason. Madras Fertilizers Limited is not bound to accept the lowest or any other tender and shall also reserve the right to negotiate the rates with any or all the tenderers, per CVC guidelines.
- 16.3 Tenders not conforming to these instructions shall be liable to be rejected at the sole discretion of MFL.

- 16.4 The tenderers should be prepared to come to Madras Fertilizers Limited Plant at Manali, Chennai - 600 068, for discussions with the Company's Authorities, at their own expense and without any obligation, if called upon to do so.
- 16.5 Acceptance of the tender will be intimated to the successful tenderer through a Letter of Intent. The successful tenderer should submit the Security Deposit as per Annexure – 8.

17.0 NEGOTIATION WITH L1 TENDERER:

If MFL deems it fit to conduct negotiation, negotiation will be conducted with L1 party.

18.0 SUMMARY TERMINATION:

- 18.1 MFL reserves the right to terminate the contract forthwith at any time during the currency of the contract or in the event of contractor becoming insolvent or going into liquidation.
- 18.2 MFL shall also have, without prejudice to any other rights and remedies, the right in the event of breach/failure by the Contractor of any of the terms and conditions of the Contract or due to the Contractor's inability to perform as agreed for any reason whatsoever, to terminate the contract forthwith and get the work done for the unexpired period of the contract at the risk and cost of the Contractor and recover the losses, damages, expenses or costs that may be suffered or incurred by MFL besides forfeiture of Security Deposit.
- 18.3 The decision of Madras Fertilizers Limited about the breach / inability / failure on the part of the Contractor shall be final and binding on the contractor and shall not be called into question.
- 18.4 MFL reserves the right to terminate the contract without any notice in writing or without any obligation on the part of MFL in the event of MFL's decision to operate the work by a different system.

19.0 ARBITRATION CLAUSE:

All disputes shall be settled in accordance with the laws of India for the time being in force and as amended from time to time.

Any or all disputes arising out of the Contract / agreement shall be settled by mutual discussions and in the event of failure to do so, such dispute(s) shall be referred to a Sole Arbitrator, who will be appointed by mutual consent for settlement of such dispute(s) and whose decision shall be final and binding. In the event of failure to appoint such a Sole Arbitrator, with mutual consent, then the Sole Arbitrator will be appointed through the High Court of Judicature at Madras.

Subject as aforesaid, the Arbitration and Conciliation Act 1996 shall apply to the Arbitration Proceedings under this clause and such Arbitration shall be in English and take place in the city of Chennai.

20.0 COMPLIANCE OF LABOUR LAWS:

- 20.1 The contractor shall comply with the provisions of the Factories Act, 1948, Contract Labour (Regulation & Abolition) Act, 1970, ESI Act 1948/ Workmen's Compensation Act, 1923, Employees Provident Funds and Miscellaneous Provisions Act, 1952, Payment of Bonus Act, 1965 and amendment act 2015, Payment of Gratuity Act, 1972 and 2016, Tamil Nadu Industrial Establishments (National & Festival Holidays) Act 1958, Payment of Wages Act 1936, Minimum Wages Act 1948 & 2017 per Central Government Notification and Child Labour (Regulation and Abolition) Act and any other law applicable to the contract workmen as amended from time to time. The Tenderer has to pay the Minimum Wages as stipulated by Central Government, as the Company comes under the Deputy Chief Labour Commissioner, Central Government.
- 20.2 The contractor shall fully indemnify MFL for any default or non-observance by the Contractor or any of his representatives of any of the provisions of the above mentioned enactments and the rules framed thereunder. Even though the Contractor shall be solely liable for settlement of any claim made by any person due to the non-observance by the Contractor of any of the Provisions or otherwise of the enactments cited, MFL reserves its right to settle directly any amount due by the contractor as mentioned above and to recover such amounts from any of the amounts payable by MFL to the contractor or in the absence of the same as debt due to MFL by the Contractor.
- 20.3 The Contractor shall, whenever required by the Company or Government Officials authorized under the Statutes, produce for inspection, all Forms, Registers and other papers required to be maintained under various statutes.
- 20.4 The Contractor shall provide workmen with necessary safety appliances. The same shall be done at his own cost. If any of the workmen of the Contractor is found not complying with safety regulations during operations, the necessary safety appliances will be provided to the workmen and the cost shall be deducted from the Contractor's bill.
- 20.5 The contractor shall ensure that all the Rules and Regulations in force from time to time regarding safety, hygiene, sanitation and prohibition of smoking are complied with by his workmen.
- 20.6 The Contractor shall pay wages to their workmen notified by the Government of India under the provisions of Contract Labour (Regulation and Abolition) Act and Minimum Wages Act.

21.0 MFL SAFETY RULES AND REGULATIONS:

- 21.1 The contractor shall adhere to existing MFL Safety Rules and Regulations and the work Permit System for work inside MFL premises during the tenure of contract work. Jobs will be performed in a time bound schedule as per the instructions given to the contractor by MFL Engineers or other authorized representatives from time to time.
- 21.2 The necessary safety and personal protective equipment like helmets, safety belt, goggles, shoes, gloves, etc. should be provided by the contractor to his

workmen, in compliance with full safety regulations. If any workmen not wearing safety appliances as stated above shall be charged Rs.50/- for each such occasion.

- 21.3 The contractor shall acquaint himself thoroughly with and shall strictly enforce the rules and regulations, safety and security and follow the system and procedures in force at MFL.
- 21.4 The contractor shall ensure that personal protective equipment needed for the job to be used by each of their personnel all the time.
- 21.5 The contractor shall obtain, at his own expense all permits, licenses and governmental approvals necessary for the performance of the works, shall give all notices required and shall comply with laws, ordinances, rules and regulations, applicable to the works.
- 21.6 Smoking inside the factory premises is very dangerous and is strictly prohibited. The contractor shall ensure that his men do not smoke inside the factory premises.
- 21.7 The contractor shall obtain Entry tokens/passes from the Security force and distribute the same to his employees. He shall ensure that the Tokens / Passes are displayed by his workmen while on duty without fail. The contractor shall be liable to pay Rs.50/- or such other amount as may be specified by the company towards penalty for each token / pass lost by his workmen / supervisors.
- 21.8 If any of the above terms and conditions is not observed or fulfilled, the contractor shall be liable for Civil Proceedings and forfeiture of any money due to him by the company for any liability / cost incurred by the company in fulfillment of the above conditions. The company will also have a right to recover the balance amount as a debt due to MFL by the contractor.
- 21.9 The contractor shall be solely responsible for providing at his own cost, first aid, medical facilities, hospitalization, etc. in the event of any of contract workmen sustaining any injury, meeting with accident, falling ill, or otherwise. The company is not obligated to provide any of the above facilities, if such events occur. However, upon request by the contractor the company may extend its first aid transportation to hospital or such other medical centres. The cost of such first aid, medical facility or transportation as may be determined by the company, shall be deducted from the contractor's bill.

22.0 GENERAL:

- 22.1 Conditional offers will not be considered.
- 22.2 Rate quoted should be valid for a period of 120 days from the date of technical bid opening. Other commercial terms should be kept firm till the completion of the contract / execution of the job order.

- 22.3 In the event of placing the order, the tenderer should strictly adhere to the Job completion date and should accept to complete the jobs on or before the due date committed in the Job order or as advised by MFL.
- 22.4 Any unsolicited letter / fax / e-mail on price / other terms revision will not be entertained and such tenderers are liable to be disqualified from tender.
- 22.5 MFL will not be bound by any general/printed provisions of Tenderer's offer.
- 22.6 MFL shall have the right to inspect the jobs while execution of the same, at any time and to give instructions as required by MFL.
- 22.7 Notwithstanding purchaser's acceptance or right to inspection and / or any other terms and conditions provided in the job order, tenderer warrants that all jobs carried out are free from any defects and workmanship and that they fully comply with the specifications. Job order will be issued in reliance on the aforementioned warranty of the tenderer.
- 22.8 MFL reserves the right to accept or reject any or all the tenders or any part thereof without assigning any reason whatsoever.
- 22.9 CANVASSING IN ANY FORM IS STRICTLY PROHIBITED AND THE TENDERER WHO RESORTS TO CANVASSING, SHALL BE DISQUALIFIED.

ANNEXURE- 6**EARNEST MONEY DEPOSIT (EMD) TERMS & CONDITIONS**

1. The tenderer shall submit the Earnest Money Deposit of ₹ 17,660/- by way of demand draft drawn in favour of "Madras Fertilizers Limited" payable at Chennai or Bank Guarantee (BG) in the MFL approved format (**Annexure- 7**) valid for **165 days** from the due date of bid submission including 45 days claim period or thru RTGS as per details provided in Annexure – 10.
2. Independent confirmation for having issued the BG by the concerned banker should be sent directly to DGM (a/c)–Contract Cell, MFL, Manali, Chennai 600 068.
3. Holders of valid certificates obtained from NSIC / DGS & D /MSME/ MSEs can claim exemption from EMD payment against proof of valid documents. MSME/NSIC should contain the title of the job or part of the title or related jobs. The monetary limit indicated in the NSIC registration certificate should cover the value of the tender. If the monetary limit in the NSIC certificate is less than the tender value, the tender shall be rejected.
4. The Tenderer is not entitled for any interest on the EMD and not for any right of award of contract.
5. EMD shall be returned / refunded to the unsuccessful tenderers only after finalization of the contract. If paid by way of DD, it will be refunded through RTGS/NEFT transfers and in case of BG, it will be returned to the unsuccessful tenderers after finalization of the contract.
6. After submission of 5% of the contract value as security deposit by way of DD/BG by the successful tenderer, EMD submitted by way of BG will be returned to them. EMD will be refunded to the successful tenderers only after receipt of Security Deposit.
7. Offers without EMD or valid NSIC/ DGS & D / MSME / MSEs Certificate obtained thru NSIC for exemption from EMD Payment, will be rejected.
8. EMD amount shall be forfeited without prejudice to any claim, if the tenderer, after submitting his tender, resiles from his offer or modifies the terms and conditions thereof, or fails to enter into agreement and take up the work within ten days from the date of award of the contract.
9. Unreturned EMD in respect of earlier tenders, if any, cannot be adjusted against this tender.
10. EMD payment either in the form of DD or BG or thru RTGS, or, if seeking exemption based on NSIC Unit, DGS & D, MSME and MSEs with relevant certificates to be directly sent to DGM – Contract Cell, Madras Fertilizers Ltd., Manali, Chennai 600 068 with clear superscription on the cover as "EMD for DESIGN, SUPPLY AND INSTALLATION OF FLOATING PONTOON ROOF SEAL FOR HAN TANK [30-I-905] TENDER No. ESER/MAINT/HAN TANK/200818/011 dated 31.07.2018."
11. The details of original Earnest Money Deposit document should be submitted to DGM – Contract Cell within three working days from the due date of opening the tender and the scanned copy should be furnished at the time of bid submission through online. Original and scanned copy should be identical otherwise the tender will be summarily rejected.

ANNEXURE – 7**FORMAT FOR BANK GUARANTEE FOR FURNISHING EMD**

Whereas _____ (hereinafter called the "tenderer") has submitted their offer dated _____ for supply of _____ (hereinafter called the "tender") against the purchaser's tender enquiry No. _____ KNOW ALL MEN by these presents that we _____ of _____ having our registered office at _____ are bound unto _____ (hereinafter called the "Purchaser") in the sum of _____ for which payment will and truly be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20____.

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity;
 - (a) If the tenderer fails to furnish the performance security for the due performance of their contract.
 - (b) Fails or refuses to accept / execute the contract.

WE undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand, the Purchaser will note that the amount claimed by it, is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name and designation of the officer

Seal name and address of the Bank and address of the Branch.

ANNEXURE –8**SECURITY DEPOSIT (SD) - TERMS & CONDITIONS**

1. 1. The successful tenderer shall pay 5% of the total contract value towards security deposit by Demand Draft or Bank Guarantee in the approved format (Annexure – 9) valid upto ninety days beyond the completion of the contract, issued by a Scheduled Bank to the satisfaction of MFL, payable and enforceable at Chennai or thru RTGS as per Annexure – 10, within 21 days from the date of intimation of his selection or before commencement of contract whichever is earlier. Independent confirmation of BG by the issuing Bank shall be sent directly to the DGM – Contract Cell, Madras Fertilizers Ltd, Manali, Chennai - 600 068. The Bank Guarantee / DD furnished towards the EMD amount is not adjustable towards security deposit and it will be returned to the contractor on furnishing security deposit payable by the tenderer, by way of DD or BG.
2. No interest shall be paid on the Security Deposit.
3. Failure to pay the security deposit or enter into contract shall be treated as failure to discharge the duties under the contract and shall result in cancellation of the offer of the contract. The EMD amount shall be forfeited and the tenderer shall be liable to compensate MFL for any losses incurred by MFL.
4. The security deposit shall be refunded within a reasonable time after the period of the contract subject to the contractor fulfilling all obligations/ operations as required under the contract. Only after due satisfaction as regards to the payment of wages, bonus, ESI, PF and GST dues by the contractor, the security deposit will be refunded.
5. MFL reserves the right to appropriate any part or the whole of the amount of the security deposit without prejudice to other claims against the contractor for losses suffered by MFL due to breach or failures on the part of the contractor or due to termination of contract or contractor becoming disqualified because of liquidation/insolvency or change of composition. The decision of MFL in respect of such losses, failures, breach, damages, charges, expenses or costs, shall be final and binding on the contractor and shall not be called into question.
6. Whenever the security deposit falls short of the specified amount, consequent to any adjustment towards shortages/damages/losses, the contractor shall make good the deficit within 7 days from the date of receipt of intimation from the Company so that the total amount of security deposit shall not at any time be less than the specified amount.
7. In the event of the security deposit being insufficient or if the security deposit has been wholly forfeited, the balance of the total sum recoverable from the contractor as the case may be deducted from any sum then due or which at any time thereafter may become due and payable to the contractor under this or any other contract with MFL. If that sum also be not sufficient to cover the full amount recoverable, the contractor shall pay to MFL on demand the remaining balance due as a debt.

ANNEXURE – 9**BANK GUARANTEE FORMAT FOR FURNISHING SECURITY DEPOSIT**

In consideration of the Madras Fertilizers Limited, Manali, Chennai 600 068 (Hereinafter called "the Company") having agreed to exempt- _____(hereinafter called "the said Contractor (s)") from the demand under the terms and conditions of an agreement dated _____, Purchase Order No. _____ dated _____ made between Madras Fertilizers Limited and _____ for supply of _____ (hereinafter called "the said agreement") of a Security Deposit for the due fulfillment by the said contractor(s) of the terms and conditions contained in the said agreement, on production of Bank Guarantee for ₹ _____ (Rupees _____). We _____ (Herein after referred as "Bank") at the request of _____ do hereby undertake to pay to the company an amount not exceeding Rs. _____ (Rupees _____) against any loss or damage caused to or suffered or would be caused to or suffered by the Company by reason of any breach by the contractor(s) of any of the terms and conditions contained in the said agreement.

We _____ (bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the company stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the company by reason of any breach by the said contractor(s) 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 any payable by the bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding ₹ _____ (Rupees _____). We undertake to pay to the company any money demanded notwithstanding any dispute raised by the contractor(s) / tenderer(s) in any suit or proceeding pending before any court or tribunal relating thereto 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 any contractor(s)/tenderer(s) shall have no claim against us for making such demand.

We _____ (Bank) _____ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that is shall contained to be enforceable till all the dues of the company under or by virtue of the said agreement have been fully paid. And its claim satisfied or discharge or till the company certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before _____ (date) _____. We shall be discharged from all liability under this guarantee thereafter. We _____ (bank) _____ further agree with the company that the company shall have the full cut liberty without our consent and without affecting in any manner or obligation hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the company against the said contractor(s) and 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(s) or for any forbearance or omission on the part of the company or any indulgence by the company to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision have effect or so relieving us.

This guarantee will not be discharged due to the change in the constitution of the bank or the contractor(s)/tenderer(s).

We, _____(bank)_____, lastly undertake not to revoke this guarantee during its currency.

Notwithstanding anything contained this bank guarantees our liability under this guarantee is restricted to ₹_____ (Rupees _____). Our guarantee shall remain in force until _____ and unless a demand or claim under this guarantee is received by us in writing on or before _____, all your rights under the said guarantee shall be forfeited and we shall be deemed relieved and discharged from all liabilities there under.

The beneficiary is bound to seek confirmation from the Regional Office whose address is mentioned below in respect of the genuineness and authenticity of the Bank Guarantee.

(Signature of the authorized officer of the Bank) -----

Name and designation of the officer

Seal, name & address of the Bank and address of the Branch.

ANNEXURE – 10

MFL'S BANK ACCOUNT DETAILS FOR SUBMISSION OF EMD / SD THRU RTGS

1076

MANDATE FORM
Electronic Clearing Service (Credit Clearing) / Real Time Gross Settlement (RTGS)
Facility for receiving payments

A. Details of Accounts Holders :-

Name of Account Holder	MADRAS FERTILIZERS LIMITED
Complete Contact Address	MANALI, CHENNAI – 600 068
Telephone Number / Fax / Email	9884172251 / ins@madrasfert.co.in

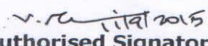
B. Bank Accounts Details :-

Bank Name	STATE BANK OF INDIA
Branch Name with Complete Address, Telephone No. and Email	COMMERCIAL BRANCH 232, NSC BOSE ROAD, CHENNAI – 600 001
Whether the Branch is computerized?	YES
Whether the Branch is RTGS enabled? If yes then what is the Branch's IFSC Code	SBIN0007347
Is the Branch also NEFT enabled?	YES
Type of Bank Account (SB / Current / Cash Credit)	CC ACCOUNT
Complete Bank Account No. (Latest)	10242276424
MICR Code of Bank	600002014

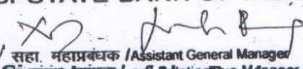
Date of effect :-

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the use Institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the Scheme.

Date : 11-09-2015


Authorised Signatory
V. MURALIDHARAN
 General Manager - Finance & Accounts
 MADRAS FERTILIZERS LIMITED
 Manali, Chennai - 600 068

Certified that the particulars furnished above are correct as per our records.

कृते भारतीय स्टेट बैंक
For STATE BANK OF INDIA

 सहा. महाप्रबंधक / Assistant General Manager
Signature of the Bankers
 वाणिज्यिक शाखा, चेन्नई / Commercial Branch, Chennai-1

(Bank's Stamp)

Date : 11-09-2015

1. Please attach a photocopy of cheque along with the verification obtained from the bank.
2. In case your Bank Branch is presently not "RTGS enabled", then upon its up-gradation to "RTGS Enabled" branch, please submit the information again in the above proforma to the Department at earliest.



भारतीय स्टेट बैंक
State Bank Of India

(07347) COMMERCIAL BRANCH CHENNAI
BOMBAY MUTUAL BUILDING
232 NSC BOSE ROAD CHENNAI 600001
IFS Code: SBIN007347

केवल 3 महीने के लिए वैध / VALID FOR 3 MONTHS ONLY

DDMMYYYY

PAY

रुपये RUPEES

को या उनके आदेश पर OR ORDER

अदा करें ₹

खा.सं.
A/c No. 10242276424

VALID FOR Rs. 50.00 Lacs & UNDER

FOR MADRAS FERTILISERS LTD



Prefix :
0523600002

MULTI-CITY CHEQUE Payable at Par at All Branches of SBI

AUTHORISED SIGNATORIES
Please sign above

⑈483449⑈ 600002014⑈ 000205⑈ 30

MADRAS SECURITY PRINTERS PVT. LTD. CHENNAI / CTS 2016

ANNEXURE – 11**TENDERER'S BANK DETAILS & AUTHORISATION FOR RTGS/NEFT PAYMENT**

REQUIRED DETAILS	TO BE FURNISHED BY THE VENDOR			
VENDOR NAME				
ADDRESS				
TELEPHONE NO.		FAX No.		
EMAIL ID				
CONTACT PERSONS'S a. NAME			b. Designation :	
c. MOBILE NO.				
d. EMAIL ID				
COMPANY'S PAN NO.				
IMPORT EXPORT CODE(if applicable)				
VENDOR'S BANK NAME				
BANK ADDRESS / PHONE NO.				
VENDOR'S BANK CODE (MICR) NO.				
VENDOR'S BANK ACCOUNT NO.				
ACCOUNT TYPE	Saving Acct / Current Acct. (Strike out which is not applicable)			
GRPT CODE				
NEFT CODE				
IFS CODE				
RTGS CODE				
BANK SWIFT CODE (For foreign vendors)				
ARE YOU A (if applicable)	Manufacturer YES / NO	Dealer YES / NO	Agent YES / NO	
CATEGORY OF THE FIRM	A. Micro	B. Small	C. Medium	
REGISTERED WITH	CST No.	SSI No.	EC No.	TIN No.

We hereby authorize Madras fertilizers Limited to make all the payments due to us with respect to above referred Enquiry through RTGS/NEFT Transfer

Place:

Signature of Authorized Signatory:

Date:

Name:

SEAL:

Designation:

(To be filled by MFL in case of ordering)

MFL Purchase Order No.	
------------------------	--

RTGS-Real Time Gross Settlement Code NEFT-National Electronic Funds Transfer
IFSC- Indian Financial System Code

ANNEXURE – 12**INFORMATION ABOUT THE TENDERER AND UNDERTAKING**

Sl.No.	Information Required	To be Filled in by Tenderer
1	Name of the Tenderer	
2	Address of Registered Office and Branches	
3	Address and Phone Number, Fax Number, Email ID etc.	
4	Composition of Tender (here state whether it is Hindu Joint Family Business, Proprietorship concern or Registered Partnership or a Limited Company)	
5	Nature of normal business of the tenderer	
6	Experience of similar working (Certificate to support statement must be enclosed)	
7	Any other experience and reference of the Companies (Attach separate sheet, if necessary). Copies of certificates (Award of contract and experience) to support statement must be attached.	
8	Details of Turnover	
9	Copy of PAN Card and 3 years IT Assessment order to be attached	
10	Three years audited statement of Accounts with Balance Sheet	
11	PF Code No.	
12	ESI Code No.	

13	GST Registration No.	
14	Any court case is filed against you or your concern	
15	Have you / your Firm filed any case against MFL	
16	DD No., Date, Name of the Bank and amount towards EMD	

Note: Copies of documents are required to be attached for Sl.No.5 to 14.

Incomplete information and non-submission of copies of supporting documents will lead to rejection of tender.

I/we declare that the above information is true to the best of my / our knowledge.

Place:

Signature of the Tenderer

Date :

(Name & Office seal)

SELF DECLARATION

I/We hereby declare that I/We have not been banned and de-listed by any company / PSU / Government Department / Financial Institution / Litigation with MFL.

Place :

Signature of the Tenderer

Date :

(Name & Office seal)

UNDERTAKING (BY TENDERER)

THE TENDERER HEREIN

- Agrees, accepts and abides by all the terms, conditions and covenants of the tender having read and understood the tender documents in full including the specification, scope of work, instructions, forms, annexures, terms & conditions etc.
- Confirms and acknowledges that the bids placed are true, accurate & with the best knowledge.
- Confirms that awarding of the contract based on the bids of the tenderer is the sole discretion of MFL.
- Undertakes to honour the bid(s), which is legally binding on, if the contract is awarded to the tenderer.
- Accepts EMD, SD, LD & Performance guarantee Clauses and agrees to invocation of the respective clause(s) in case of non-fulfillment of commitment.
- Agrees to accept any changes, if any, to the tender that may be made subsequently after releasing the tender, but before the last date meant for submission of bids, with respect to specification, last date for bid submission and/or any other clauses/terms of the tender.
- Agrees to update any changes made in the tenders & subsequent corrigendum from the e-Tendering portal of M/s NIC / CPPP.

Signature of the authorized person :

Name of the authorized person :

Designation of the authorized person :

BILL OF QUOTE**DESIGN, SUPPLY AND INSTALLATION OF
FLOATING PONTOON ROOF SEAL FOR HAN TANK [30-I-905]****Tender No. ESER/MAINT/HAN TANK/200818/011 dated 31.07.2018**

Sl. No.	Description	Qty	Rate/Mtr	Amount (₹)
1	Primary Roof Seal Design, Supply of all materials of Primary Foam Seal consists of Polyurethane foam 254 x 254 x 2000 mm, octagonal shape, density of 18 to 22 Kg/m ³ , Foam Casing nylon reinforced NBR Sheet 1000 x 2 mm thick, Hold down Plate of 16 Gauge GI, SS Spring, Clamping Channel (MS Galv) and GI Weather Shield 16G with SS Spring with MS Carriage Bolt & Nuts for your 150 mm rim space as per our enclosed drawing	85 Mtrs		
2	INSTALLATION CHARGES Installation of Primary Foam Seal with Weather Shield as above on our existing holes	85 Mtrs		
3	Secondary Seal Wiper Tip PVC/Nitrile 125 x 20 mm thick, Vapour Barrier – NBR Sheet – 700 x 1 mm thick with SS Fasteners M6 x 35 mm, Earthing Shunts, Bridging Tips etc.	85 Mtrs		
	Total Amount			
	GST @ 18%			
	Total Amount with GST			

- Quoted rate shall include all costs viz. packaging, transport, etc., except GST.
- Percentage of GST prevailing at the time of billing is applicable.
- Bidders should ensure that prices should not be indicated anywhere in the un-priced part. The prices should be indicated only in the price bid and nowhere else.
- Bidders to note that if prices are indicated in their un-priced Techno-Commercial part their offer will be rejected and NO further evaluation or communication will be entertained in this regard.

L1 will be arrived based on the total amount with GST