

**HEAVY ENGINEERING CORPORATION LIMITED
HEAVY MACHINE BUILDING PLANT
(CONTRACT CELL)**

No.: HMB/CC/IW/56/2010/LTE-002

Date : 31/08/2010

To

Sub.: Limited Tender Inquiry

Dear Sirs,

1. Sealed item rates tender is invited for intermittent specified works under Works Contracts for HMBP, HEC Ltd. Ranchi-834 004.
2. Period of contract : 01 (One) year but Work Order will be issued Quarterly/ bi-monthly (01/10/2010 to 30/09/2011).
3. Earnest Money : Rs. 5,00,000/- (Rupees Five lacs) only as per clause 4.13.3 of HEC's Works & Service Manual of HEC Ltd.

The earnest money can be deposited in the form of demand Draft drawn on State Bank of India, Hatia, Ranchi-4 in favour of Heavy Machine Building Plant, Ranchi-4. No interest shall be payable on Earnest Money deposit.

4. Security Deposit – Security Deposit will be 10 % of the Contract Value. Earnest Money of the successful bidders will be converted in to security deposit. The remaining amount of security deposit, if any, will be deducted @ 10 % from the running bill.
5.
 - a) **The tenderers shall submit their tender in one sealed envelop containing two separate envelops mentioning the heading TECHNICAL BID & PRICE BID. The tender without earnest money with Technical Bid shall be rejected.**
 - b) If the Tenderer is a Labour Cooperative Society, it has to submit the following documents:– I) Last three years Audit Report of the Society. II) Date and Period of Valid Election of the Labour Cooperative Society, III) Certificate from Cooperative Deptt., regarding the names and certified signature of the office bearers of the Labour Cooperative Society.
 - c) Exemption from deposition of Earnest Money and Security Deposit for Small Scale Industries or any other category will be guided as per prevailing latest Govt. guidelines on production of documentary evidence in its support as per clause 4.13.7 of Works & Service Manual of HEC Ltd.

All the papers mentioned above must be submitted with the Technical Bid along with Earnest Money otherwise tender shall be rejected.

Contd. P/2

6. Tender Document including Terms and Conditions, General Conditions of Contract (GCC) of HEC etc. can be seen in the office of Sr. DGM I/c (P&A, Cont. Cell), Room No.12, Ground Floor, HMBP, HEC Ltd., Ranchi-4 on any working day during the usual office hour from 8 AM to 5 PM from **31/08/2010 to 20/09/2010**. The Tender Document, Letter of Acceptance and GCC of HEC will form a part of Agreement for successful Tenderer.
7. Tenders will be received in the office of Sr. DGM I/c (P&A, Contract Cell), HMBP, Room No. 12, Ground Floor, Administrative Bldg., HMBP **upto 3:00 PM** on **20/09/2010** and **will be opened on same day** in the office of Sr. Manager I/c (Fin) / HMBP **at 3.30 PM**. All tenderers or their representative should be present at the time of opening of tender.
8. M/s HEC Limited do not bind themselves to accept the lowest or any tender and reserve the right to reject any/all tenders without assigning any reasons thereof and may divide the works among two or more tenderers. The decision of the corporation in this regard shall be final.
9. Tenderers shall quote the supervision / additional cost both in figures and in words. Conditional tenders are liable to be rejected.
10. It will be responsibility of the Tenderers to submit the Labour License, Insurance Coverage Certificate, Income Tax Clearance Certificate / Waival certificate and other required papers / Certificates as mentioned in the enclosed Technical Bid Schedule-1 & 2, Appendix-I,II,III & IV otherwise their tender will be liable for rejection.
11. CPF, if not deposited by the Contractors under the provision of Employees Provident Fund and Miscellaneous Provision Act 1952, will be deducted from Contractor's Bills as per Company's Rules i.e. 12% of the Workmen Wages as Employees' subscription and equal amount as Employers' contribution and will be deposited in HEC CPF Trust. Administrative & Inspection charges as per Company's Rules ie.@1.28% of the Workmen Wages will be deducted from the Contractor's Bills.
12. All the Statutory Rules & Regulations, Govt. Acts, guidelines etc. issued by the corporation time to time in the matter shall be followed for this tender.
13. The Contractor shall submit the tender in two parts

Part I -- will comprise of Technical Offer covering all terms and conditions except the price. Earnest Money / Demand Draft to be submitted in part – I it self.

Part II -- will be Price Bid.

Encl.:- 1) Schedule 1 & 2 , appendix
I,II,III & IV of **Technical Bid**
2) Annexures (Quantity of work
for Zone A to H) of **Price Bid**

for and on behalf of
Heavy Engg. Corporation Limited

(H.K. Gupta)
SDGM I/c (P&A,CC) / HMBP

TECHNICAL BID

(SCHEDULE - 1)

Date _____

To,
The Sr. DGM I/c (P&A, Cont. Cell),
Room No.12, Ground Floor, ADMN. Building,
Heavy Machine Building Plant,
Ranchi- 834 004

Dear Sir,

I have gone through the Tender Documents and I am submitting my offer for doing the work as specified in the tender documents.

I am submitting the following documents for your consideration :

1. Demand Draft towards Earnest Money -
2. HEC Registration Certificate -
3. Income tax Clearance Certificate/Waival of Tax deduction at source Certificate. -
4. CPF Registration Certificate. -
5. Labour Licence. -
6. Insurance Coverage Certificate (EDLI) / to be submitted after award of contract. -
7. Performance / Experience of "similar work" executed during last three years. -
8. Contractors must attach affidavit declaring that their Firm / Cooperative Society has not been convicted or Black Listed by any PSU or Govt. Sector. -
9. PAN No. -
10. ESIC Registration with Sub-Code -
11. Status – Enclose all the papers related to their Firm / Society & also affidavit regarding correctness of papers. -
12. If a registered Labour Cooperative Society then following papers to be submitted:-
 - I) Last three years Audit Report of the Society.
 - II) Validity of Labour Cooperative Society.
 - III) List of authorized officials and their signature duly certified by the Cooperative Department of Jharkhand.
13. Registered labour cooperative, as per prevailing Act, and affidavit declaring about the status of the society to be enclosed. (Draft Attached)
14. If otherwise w.r.t to 13 above, factual position with supporting documents / evidence declaring the status of the society by authorized officers being enclosed

Encl :-

Signature of Tenderer with
Official Seal

TECHNICAL BID

(SCHEDULE - 2)

Date _____

To
The Sr. DGM I/c (P&A, Cont. Cell)
Room No.12, Ground Floor, ADM Building
Heavy Machine Building Plant
Ranchi- 834 004

Dear Sir,

I have gone through the contents of Tender Documents and the following Clauses of the Tender Documents are not acceptable to me.

Sl. No.	Clause No.
----	-----

Signature of Tenderer with
Official Seal

TECHNICAL BID

APPENDIX-I

Detail

Copy enclosed

The tenderers are to furnish the following particulars :

(a) In case of Individual

1. Name of Business :
2. Whether his business is registered :
3. Date of commencement of his business :
4. Details of work of similar magnitude carried out. :
5. Whether he pays income Tax over Rs.10,000/- per year. :

(b) In case of Partnership

1. Name of Partner :
2. Whether the business is registered :
3. Date of establishment of Firm :
4. Details of work of similar magnitude carried out :
5. If the Firm pays Income Tax over Rs.10,000/- per year. :

(c) In case of a Firm

1. Amount of paid up capital :
2. Name of Directors :
3. Date of Registration of Comp. :
4. Copies of Balance-sheet of the company for the last 3 years. :
5. Details of works of similar magnitude carried out. :

(d) Registered Cooperative Society

1. Amount of paid up capital :
2. Name of Office bearers :

Contd.

3. Date of Registration of Society. :
4. Copies of Balance-sheet of the society for the last 3 years. :
5. Details of works of similar magnitude carried out. :

(e) **Others**

Signature of Tenderer with
Official Seal

TECHNICAL BID

APPENDIX-II

1. I / we hereby declare that I/we have carried out successfully works of large magnitude in nature to the work embraced in this Tender and have adequate organization and experienced personnel to handle this type and magnitude of works.
2. I / we also hereby declare that we have seen and studied carefully before submitting the Tender, the technical aspects of the work and terms & conditions, general conditions of Contract, special conditions. Bill of Quantity and description of work etc. and I/we am/are aware that all the above Tender Documents relating to the said work will be binding on us.

Signature of Tenderer
with Official Seal

Proposed time schedule of completion

Name of work : _____

Inquiry No. : _____

The work shall be completed in all respects from _____ to _____.

Signature of the Tenderer
with Official Seal

TECHNICAL BID

APPENDIX-III

Declaration by the Tenderers regarding the particulars of employees on the roll of HEC Ltd. who are related to the Tenderers :-

Sl. No.	Name of the employees of HEC related to the tenderers	Designation	Place of Work	P. No.	Signature of the employees concerned

Certified that the above particulars is correct by.

Signature of the Tenderer
with Official Seal

TECHNICAL BID

APPENDIX-IV

Tenders should be accompanied by a Statement giving the following particulars :-

Detail

1. Name of the Tendering Agency :
2. Official Address :
3. Status of the Agency and name of the office bearers :
4. Whether the Agency is Registered with Government Agencies (if yes detail enclose) :
5. Name of value of important work done in the last three years for a Government Deptt., Quasi Govt. Organisation or Local Body. :

Signature of the Tenderer
with Official Seal

PRICE - BID

QUANTITY OF WORK REQUIRED FOR THE PERIOD 01/10/2010 TO 30/09/2011
(OCTOBER - 2010 TO SEPTEMBER - 2011)

ZONE - A

ANNEXURE - A

Sl. No.	Work	Unit	Total Quantity	Estimated Cost (Rs.)
1.	Loading/Unloading of Raw Material/Semi-finished goods/Finished Goods in Shop	T	72002.00	4579327.20
2.	In-shop movement including loading/unloading of Raw material, and Semi-finished goods	T	64996.00	6272114.00
3.	Upgradation of in-process material (without welding process)	T	5100.00	3570000.00
4.	Despatch preparation for Goods	T	13995.00	237915.00
5.	Rough working of Material	T	5109.00	2314377.00
Total (Zone-A)				

Total 16973733.20

Additional Charge - _____

Total _____

(Rs. -)

PRICE - BID

QUANTITY OF WORK REQUIRED FOR THE PERIOD 01/10/2010 TO 30/09/2011
(OCTOBER - 2010 TO SEPTEMBER - 2011)

ZONE - B

ANNEXURE - A

Sl. No.	Work	Unit	Total Quantity	Estimated Cost (Rs.)
1.	Loading/Unloading of Raw Material/Semi-finished goods/Finished Goods in Shop	T	64001.00	4070463.60
2.	In-shop movement including loading/unloading of Raw material, and Semi-finished goods	T	70001.00	6755096.50
3.	Upgradation of in-process material (without welding process)	T	4600.00	3220000.00
4.	Upgradation of in-process material (with welding process)	T	4666.00	4339380.00
5.	Despatch preparation for Goods	T	13000.00	221000.00
6	Rough working of material	T	5001.00	1998399.60

Total 20604339.70

Additional Charge - _____

Total _____

(Rs. -)

PRICE - BID

QUANTITY OF WORK REQUIRED FOR THE PERIOD 01/10/2010 TO 30/09/2011
(OCTOBER - 2010 TO SEPTEMBER - 2011)

ZONE - C

ANNEXURE - A

Sl. No.	Work	Unit	Total Quantity	Estimated Cost (Rs.)
1.	Collection/distribution of Cylinders	Nos.	20891.00	313365.00
2.	Distribution of consumables	Occassions	38001.00	228006.00
3.	Loading/Unloading of Goods	T	9000.00	252000.00
4.	Documents movement	Nos.	50000.00	263500.00

Total 1056871.00

Additional Charge - _____

Total _____

(Rs. -)

PRICE - BID

QUANTITY OF WORK REQUIRED FOR THE PERIOD 01/10/2010 TO 30/09/2011
(OCTOBER - 2010 TO SEPTEMBER - 2011)

ZONE - D

ANNEXURE - A

Sl. No.	Work	Unit	Total Quantity	Estimated Cost (Rs.)
1.	Documents movement	Nos.	46000.00	242420.00
2.	Laboratory testing	Tests	7002.00	189054.00
3.	Material Handling	Nos.	33000.00	297000.00
4.	Blank Processing	Pcs	30000.00	270000.00
5.	Handling for Complex locating objects	Nos.	6003.00	12006.00
6	Handling for Simple locating objects	Nos.	10010.00	700700.00
7	Steel Working	T	1617.00	1328365.50
8	Metal Polishing	Kg.	38000.00	619400.00

Total 3658945.50

Additional Charge - _____

Total _____

(Rs. -)

PRICE - BID

QUANTITY OF WORK REQUIRED FOR THE PERIOD 01/10/2010 TO 30/09/2011
(OCTOBER - 2010 TO SEPTEMBER - 2011)

ZONE - E

ANNEXURE - A

Sl. No.	Work	Unit	Total Quantity	Estimated Cost (Rs.)
1.	Simple Reconservation	Units	12200.00	2623000.00
2.	Complex Reconservation	Units	5500.00	1870000.00
3.	Extra Complex Reconservation	Units	1700.00	2516000.00
4.	Super Complex Reconservation	Units	299.00	5068349.00
5.	Movement of Vehicle			
	a) Within the Plant	Trips	9007.00	337762.50
	b) Out side the Plant	Trips	6436.00	585676.00

Total 13000787.50

Additional Charge - _____

Total _____

(Rs. -)

PRICE - BID

QUANTITY OF WORK REQUIRED FOR THE PERIOD 01/10/2010 TO 30/09/2011
(OCTOBER - 2010 TO SEPTEMBER - 2011)

ZONE - F

ANNEXURE - A

Sl. No.	Work	Unit	Total Quantity	Estimated Cost (Rs.)
1.	Preparation of Drawings, Design documents and Plotting of drawings	Nos. A1 Size	2011.00	740048.00
2.	Printing and compilation of drgs and documents	Nos.	100017.00	220037.40
3.	Handling of Process Documents	Nos.	100017.00	230039.10
4.	Technical Documents handling, movement and distribution	Nos.	120018.00	276041.40

Total 1466165.90

Additional Charge - _____

Total _____

(Rs. -)

PRICE - BID

QUANTITY OF WORK REQUIRED FOR THE PERIOD 01/10/2010 TO 30/09/2011
(OCTOBER - 2010 TO SEPTEMBER - 2011)

ZONE - G

ANNEXURE - A

Sl. No.	Work	Unit	Total Quantity	Estimated Cost (Rs.)
1.	Documents movement	Nos.	400000.00	2108000.00
2.	Catering Work			
	a) Lunch	Nos.	1000001.00	1960001.96
	b) Tea	Nos.	2310000.00	1570800.00
	c) Snacks	Nos.	420002.00	168000.80
3	Data Handling & Report Generating			
	a) Data Entry	Entry	900000.00	162000.00
	b) Report Generation	Nos. A4 Size	952509.00	3667159.65
4	Duplicating work	Nos.	5750001.00	460000.08

Total 10095962.49

Additional Charge - _____

Total _____

(Rs. -)

PRICE - BID

QUANTITY OF WORK REQUIRED FOR THE PERIOD 01/10/2010 TO 30/09/2011
(OCTOBER - 2010 TO SEPTEMBER - 2011)

ZONE - H

ANNEXURE - A

Sl. No.	Work	Unit	Total Quantity	Estimated Cost (Rs.)
1.	Loading/Unloading of Raw Material/Semi-finished goods/Finished Goods in Shop	T	30000.00	1908000.00
2.	In-shop movement including loading/unloading of Raw material, and Semi-finished goods	T	90001.00	8685096.50
3	Upgradation of in-process material (without welding process)	T	6000.00	2550000.00
4	Despatch preparation for Goods	T	12683.00	532686.00
5	Rough working of Material	T	4500.00	2889000.00

Total 16564782.50

Additional Charge - _____

Total _____

(Rs. -)