

**ISO 9001 - 14001 - OHSAS 18001 PORT****TENDER NOTICE No.IENG/SE-IV/Drg. Off./T/LBR/17 Dt.18-09-2017**

Sealed Tenders in the prescribed proforma are invited for the work mentioned hereunder from reputed contractors having experience in Supply of Labour.

1. Name of work : Supply of Labour to attend miscellaneous works at Drawing Office for the period of six months.
2. Estimated Cost : **Rs.1,34,534/-**
3. E.M.D. : **Rs.2,700/-**
4. Cost of Tender papers (Non- refundable) : **Rs.200/-**
5. Last date of request for Tenders : **27-09-2017**
6. Last date for issue of Tenders : **27-09-2017**
7. Date and time for receipt of Tenders : **28-09-2017**

Upto 14.00 Hrs. Tenders will be opened on same day after 14.05 Hrs.

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Request for issue of Tender papers shall be addressed to the undersigned enclosing D.D. in favour of FA&CAO/VPT towards cost of Tender papers along with copies of Solvency from Nationalised Bank / Scheduled Bank to the extent of **Rs.0.75** Lakhs obtained within one year, valid GST Registration. The Tenderer who wishes to download the Tender documents from the VPT Website (WWW VIZAG PORT. Com) have to pay the cost of Tender papers at the time of submission of Tender in a separate sealed cover. Otherwise their Tender will not be considered, the Tenderers are required to observe the website to find out any corrigendum issued subsequent to the downloading of the Tender notice and schedule. **If any amendment or addendum will be issued before opening of the Tenders and the same may be looked in the VPT Web site and any further clarifications can also obtained from CE's office VPT.**

The right of issue of tender is reserved.

**SUPTD. ENGINEER-IV**

Copy to:SE(CP)- for information.

Copy to:FA&CAO/Nodal Officer, IT / V.O. -for information.

Copy to:Dy. Director (ITS) along with complete bid document in Soft copy form to publish on the V.P.T. Web site up to 28-09-2017.

Copy to: Notice Board / A.S. to arrange display the Tender notice on the notice board.

VISAKHAPATNAM PORT TRUST  
ENGINEERING DEPARTMENT

## PERCENTAGE - TENDER FOR WORKS

I / We hereby Tender for execution for Board of Trustees of the Visakhapatnam Port Trust of the works specified in the Tender memorandum within the time specified in such memorandum at the rates specified therein and in accordance in all respects with the specifications design and instructions in writing referred to in Rule - 1 hereof and in clause - II of the conditions of contract and with such materials as are provided for by end in all other respects in accordance with such conditions so far as applicable.

### MEMORANDUM (GENERAL DESCRIPTION)

- a) Name of the work: : Supply of Labour to attend miscellaneous works at Drawing Office for the period of six months.
- b) Estimated Cost : Rs. 1,34,534/-
- c) Earnest Money : Rs.2,700/-
- d) Security Deposit : 10% of the contract amount
- e) Percentage to be deducted from bills towards Security Deposit : 10% of the gross bill amount will be recovered towards S.D. from the bills till the entire amount of 10% of the contract value is reached including EMD.
- f) Time allowed for the above work : 6 (Six) Months from date of written order.
- g) Maintenance period : - NIL -

Item No.	Item of Work	Quantity	Unit Per	Rate to be Quatationed	Amount
1	2	3	4	5	6.

CONTRACTOR

Should this Tender be accepted I/We hereby agreed to abide by and fulfil all the terms and provisions of the conditions contained in the pamphlet named "GENERAL DIRECTIONS AND CONDITIONS OF CONTRACT" which have been read by me, read and explained to me so far as applicable, or in default there of to forfeit and pay to the Board of Trustees or its successors in office the sums of money mentioned in the said conditions:

Give particulars and Nos. strike out (a) if no cash security deposit is to be taken The sum of **Rs.2,700/-** is deposit with the Financial Adviser and Chief Accounts Officer (Port Trust) and full value of which is to be absolutely forfeited by the Board or its successors, in Office, without prejudice to any other rights or remedies of the said Board or it successors in office should I / We fail to commence the work specified in the above memorandum of should I / we not deposit the full amount of SECURITY DEPOSIT specified in the above memorandum in accordance with Clause I (a) of the said conditions of Contract, otherwise the said sum of **Rs.2,700/-(Rs. Two thousand and seven hundred only)** shall be retained by Government as on account of such SECURITY DEPOSIT as aforesaid or (b) the full value of which shall be retained by BOARD on account of the SECURITY DEPOSIT specified in Clause I (b) of the said conditions of contract.

Strikeout (b) if any Cash Security Deposit is taken

Receipt attached as Earnest Money (A) the

Signature of contractor before submission of Tender. Dated the ----- day of -----

Signature of witness to Contractor's Signature Witness:  
Address:  
Occupation:  
The above Tender is here by accepted by me on behalf of the Board of Trustees of Visakhapatnam Port Trust.

Signature of the Officer by whom accepted. Dated the ----- day of -----

CHAIRMAN  
VISAKHAPATNAM PORT TRUST

The common seal of the BOARD OF TRUSTEES of the Port of Visakhapatnam has been affixed in the presence of Sri \_\_\_\_\_CHAIRMAN of the Board of Trustees has signed on behalf of the Board in the presence of  
CONTRACTOR

VISAKHAPATNAM PORT TRUST  
ENGINEERING DEPARTMENT

SCHEDULE 'A'

Schedule showing (approximately) the materials to be supplied by the Visakhapatnam Port Trust Board under Clause – 10 of the General Conditions of Contract to be executed and the rates at which they are “ to be charged for ”.

NAME OF WORK:- Supply of Labour to attend miscellaneous works at Drawing Office for the period of six months.

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SL. No.	Description of materials	Approx. quantity	Unit	Rate at which the materials will be charged to the Contractor	Place of delivery
- NIL -					

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SUPTD. ENGINEER-IV

VISAKHAPATNAM PORT TRUST  
ENGINEERING DEPARTMENT

NAME OF WORK: Supply of Labour to attend miscellaneous works at Drawing Office  
for the period of six months.

SCHEDULE 'B'

Sl. No.	Description of work	Approx. Qty in figures and words	Unit in figures and words	Rates in figures and words	AMOUNT	
					Rs.	Ps.
1	Supply of labour to attend miscellaneous works as entrusted and as directed by the Engineer-in-Charge, complete.					
	Two Men Mazdoor / Women Mazdoor / day	312 Nos (Three hundred twelve numbers)	Nos. (Each)	431.20 (Rupees Four hundred thirty one and paise twenty only)		1,34,534/-
			Amount put to tender			Rs.1,34,534/-

Percentage excess/less over the amount put to Tender \_\_\_\_\_ %

(In words \_\_\_\_\_)

CONTRACTOR

SUPTD. ENGINEER-IV

**VISAKHAPATNAM PORT TRUST  
ENGINEERING DEPARTMENT**

**NAME OF WORK :** Supply of Labour to attend miscellaneous works at Drawing Office for the period of six months.

**SPECIAL CONDITIONS**

1. The Contractor is responsible for taking precautionary measures for the safety of the lives of the mazdoors working under him and the responsibility arising due to any mishap during the execution of work, the payment of any compensation etc. lies entirely on the part of the Contractor.
2. The notice inviting Tenders etc., shall form part of contract.
3. All the rules and regulations governing the Visakhapatnam Port Trust shall be applicable.
4. The percentage excess / less over total schedule amount shall be required to be typed at the end of the schedule- 'B' by the contractor.
5. The labour supply should be completed within 6 (Six) months from the date of work order.
6. The VPT reserves the right to cancel the subject Tender without assigning any reason.
7. Applicable Statutory deductions will be made from the bills.
8. Payment will be made monthly according to the actual attendance of the labourer and carried out as noted by the Engineer-in-Charge. The rate entered in the contract shall be valid for any extent of variation of quantity of item subject to total contract value does not get altered by more than 25%.
9. The Contractor has to follow the norms of IMS as the VPT is adhering to Quality management system (ISO 9001-2008), Environmental management system (ISO 14001-2004) and Occupational health & safety assessment series (OHSAS 18001-2007) for their activities.
10. The contractor / Firms while quoting Tender shall note that, no post Tender negotiation will be held with the L-1 Tenderers, except in exceptional cases, whenever it is found necessary.
11. If any forged / fake documents are submitted by the Tenderers, the management reserves the right to forfeit the EMD/SD besides their business dealings with VPT will be banned.
12. No claim will be entertained for fluctuation in market rate of any labour during the period of contract.
13. **METHOD OF MEASUREMENT:** Based on the Daily attendance particulars.
14. The Contractor shall abide applicable statutory regulations, labour rules, insurance, safety codes, P.F. contribution, Minimum wages act in force and as applicable during execution of the contract.
15. The 2% value of the Tender amount should be paid towards EMD along with submission of Tender.
16. The contractor or his authorized representative shall invariably sign in the attendance register which shall be maintained by the concerned Engineer-in-charge.
17. Opening of the Tender on 28-09-2017 after 14.05 hours.
18. The Port working hours are from 08.30 AM to 1.00PM and from 02.00 PM to 5.30PM. Any work requiring supervision carried out by the contractor beyond working hours and holidays, the contractor shall apply in writing in advance of such work to arrange supervision.
19. If any unauthorised absent of the engaged labourer in a day, double the rate of the item amount / day will be recovered from the RA bills.

**CONTRACTOR**

**SUPTD. ENGINEER-IV**