



 VISAKHAPATNAM PORT TRUST

 ENGINEERING DEPARTMENT

ISO 9001 - 14001 - OHSAS 18001 PORT

ÊXÊÊ ´ÉÑÙÉ XÉÉÄ]ÖÖ°É / TENDER NOTICE No.IENG/EE(N)-SCC/T/Maint.L.W./16
Dt.9-05-2016

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Sealed Tenders in the prescribed proforma are invited for the work mentioned hereunder from reputed contractors having experience in executing **Civil Works**.

1. EÒÉ°ÉÇ EÒÉ XÉÉ´É / Name of work: Maintenance of lawns and gardens from main entrance gate area to entire Sports and cultural complex for a period of 2 (Two) months.
2. +XÉÖ´ÉÉÊXÉIÉ ±ÉÉMÉIÉ / Estimated Cost : **Rs: 1,84, 122 /-**
3. E.M.D./ <Ç.B´É.B÷Ò: **Rs. 3,700/-**
4. ÊXÉÊ´ÉÑÙÉ |É{ÉJÉ EÒÉ´ÉÚ±°É - (MÉÈ®Ú´ÉÉ{É°ÉÒ) / Cost of Tender papers (Non- refundable): **Rs. 200/-**
5. ÊXÉÊ´ÉÑÙÉ +XÉÖ®ÚÉÄVÉ EÒ®ÚXÉÄ EÒÒ +ÆÉIÉ´ÉÉIÉÉLÉ / Last date of request for Tenders: **18-05-2016**
6. ÊXÉÊ´ÉÑÙÉ |É{ÉJÉ VÉÉ®ÚÓ EÒ®ÚXÉÄ EÒÒ +ÆÉIÉ´ÉÉIÉÉLÉ / Last date for issue of Tenders: **20-05-2016**
7. ÊXÉÊ´ÉÑÙÉ |ÉÉ{IÉ EÒ®ÚXÉÄ EÒÒ ÉIÉÉLÉ +ÉÈ®Ú °É´É°É / Date and time for receipt of Tenders: **20-05-2016**
 14.00 °ÉVÉÄ IÉÉÒ ÊXÉÊ´ÉÑÙÉB =°ÉÒ ÊNÙXÉ 14.05 °ÉVÉÄ EÄÒ °ÉÉÑÙ JÉÉÄ±ÉÒ / 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 APVAT 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. Details of average annual turnover not less than Rs. 0.55 lakhs during the last 3 (three) years ending 31st March of the previous financial year, duly certified by the Chartered Accountant, proof of experience in civil works i.e., experience of having successfully completed civil works during last 7 years ending last day of month previous to the one in which applications are invited should be 3 (three) civil works completed each costing not less than the amount equal to 40% of the estimated cost (or) 2 (two) civil works completed each costing not less than 50% of the estimated cost (or) 1 (one) civil work completed costing not less than 80% of the estimated cost and proof of Registration with Government / Public Sector undertaking in respect of applicants not registered with Visakhapatnam Port Trust. **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.**

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The right of issue of tenders is reserved.

- Copy to: EE(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 20-05-2016.
 Copy to: Notice Board / A.S. to arrange display the Tender notice on the notice board.
 Copy to: EE (North) /AE(SCC).
 Copy to: SE -V - for information and necessary action.
 Copy to: M/s. Builders Association of India, Plot No.43&44, 4th Floor, Siripuram, Visakhapatnam
 Copy to: The Garison Engineer, MES, Visakhapatnam
 Copy to: The Chief Engineer, DGNP, Visakhapatnam
 Copy to: The Chief Engineer, NAVY, Visakhapatnam
 Copy to: The Supdt. Engineer, CPWD, Visakhapatnam
 Copy to: The Supdt. Engineer, R&B, Visakhapatnam
 Copy to: The Supdt. Engineer, Public Health Visakhapatnam
 Copy to: The Chief Engineer, VMC, Visakhapatnam
 Copy to: The Chief Engineer, VUDA, Visakhapatnam
 Copy to: The Divl. Rly. Manager(Engg.), Waltair, Visakhapatnam
 Copy to: The Chief Engineer, M/s. R.I.N.L., Steel Plant, Visakhapatnam.
 Copy to: The Chief Engineer, M/s. N.T.P.C., Visakhapatnam.
 Copy to: The Chief Engineer, M/s. N.H.A.I., Marripalem, Visakhapatnam

For information with a request to arrange wide publicity

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: : Maintenance of lawns and gardens from main entrance gate area to entire Sports and cultural complex for a period of 2 (Two) months.
- b) Estimated Cost : Rs. 1,84,122/-

- c) Earnest Money : Rs.3, 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 from date of written order. } 2 (Two) Months
- g) Maintenance period 3 (Three) Months

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

CONTRACTOR

-2-

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.3,700/-** 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.3,700/-(Rs. Three thousand and seven hundred only)** shall be retained by Government as on

Strikeout (b) if any Cash Security Deposit is taken

Receipt attached as Earnest Money (A) the

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.

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 ”.

2. NAME OF WORK:- Maintenance of lawns and gardens from main entrance gate area to entire Sports and cultural complex for a period of 2(Two) months.

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

CONTRACTOR

EXECUTIVE ENGINEER (North)

Note: Visakhapatnam Port Trust will not supply water, cement, steel required for the work for both permanent and temporary works and the contractor himself shall procure the same. The procurement of cement and steel shall be made as per the "Additional conditions regarding supply and procurement of cement and steel".

VISAKHAPATNAM PORT TRUST
ENGINEERING DEPARTMENT

NAME OF WORK: Maintenance of lawns and gardens from main entrance gate area to entire Sports and cultural complex for a period of 2 (Two) 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	Maintaining the lawn and gardens including Plant beds and ground cover creepers, edge plants, trees, bushes, seasonal potted plants grass, vadiali creeper etc., for a period of 2 months by doing regular watering every day and weeding, hoping and pruning once in two months and disposal the material at the place shown by the department as directed by the	427 Nos (Four hundred twenty seven Numbers)	Nos. (Each)	431.20 (Rupees Four hundred thirty one and paise twenty only)	1, 84, 122/-	

	E.I.C. All labour and materials.				
		Amount put to tender			Rs.1,84,122/-

Percentage excess/less over the amount put to Tender _____ %

(In words _____)

CONTRACTOR

EXECUTIVE ENGINEER (North)

VISAKHAPATNAM PORT TRUST
ENGINEERING DEPARTMENT

NAME OF WORK : Maintenance of lawns and gardens from main entrance gate area to entire Sports and cultural complex for a period of 2(Two) months.

SPECIAL CONDITIONS

1. All materials and workmanship shall conform to the appropriate Indian Standard Specifications, published by the Bureau of Indian Standards (BIS) latest versions as applicable, specifications given in the Schedule "B" (schedule of quantities and rates) of the contract and special conditions. Standards issued elsewhere may be used if approved by the Engineer-in-charge for those items of work only for which appropriate Indian Standards do not exist. Necessary testing charges, if any, shall be borne by the contractor.
2. 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.
3. The notice inviting Tenders etc., shall form part of contract.
4. All the rules and regulations governing the Visakhapatnam Port Trust shall be applicable.
5. Any damages caused to Port property either directly or indirectly shall be made good by the Contractor at his own cost.
6. The decision of Engineer-in-charge is final in case of any technical clarification.
7. All defective works pointed out by the Engineer-in-charge shall be rectified by the contractor at his cost.
8. The percentage excess / less over total schedule amount shall be required to be typed at the end of the schedule- 'B' by the contractor.
9. No sales tax will be paid on account of the work.
10. The work should be completed within 2 (Two) months from the date of work order.
11. It is the responsibility of the Contractor to see that the job entrusted is done expeditiously with safety and in time. A penalty of $\frac{1}{2}$ % will be levied for every week of delay subject to maximum of 10% on the total value of the contract. In this connection, the decision of Chief Engineer is final. Time is the essence of the contract.
12. The VPT reserves the right to withdraw any item of Tender or to cancel the subject Tender without assigning any reason.
13. Statutory deductions will be made from the bills.
14. Payment will be made according to the actual quantities of work ordered and carried out as measured by the Engineer-in-Charge. The rate entered in the contract shall be valid for any extent of variation of quantity of each individual item subject to total contract value does not get altered by more than 25%.
15. Any additional work required, should be carried out with the prior approval of CE / VPT or his authorized representative and will be paid extra as per mutually agreed up on.
16. The Standard VPT conditions, which are not mentioned, are also applicable to this work.
17. 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.
18. Service tax registration Certificate shall be submitted along with Tender. Service tax will be reimbursed against submission of service tax registration number.
19. 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.
20. 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.
21. No claim will be entertained for fluctuation in market rate of any labour, materials on transportation etc., during the period of contract.
22. No escalation clause will be entertained at any stage of the contract.

CONTRACTOR

23. METHOD OF MEASUREMENT:

Standard Method: Unless stated or billed otherwise, quantities shall be measured in accordance with the Indian Standard code of practice for Measurement of Civil Engineering works I.S. 1200. The rates entered in the contract shall include whatever allowance is considered by the contractor to be necessary for waste, working area, construction slopes, batters etc.

24. The payment of transportation of Earth / Debris will be made on stack measurements after deducting 20% for voids. The Contractor has to make stacks at his own cost at the place of loading and spread the debris / earth at the place of unloading to lines and levels as directed by the Engineer-in-Charge.
25. The useful materials obtained from the dismantled materials are to be handed over at Port General Stores or at the place shown as directed by the Engineer-in-charge at no extra cost to the department.
26. If the dismantled materials / debris etc., are not removed as per the instructions of the concerned officer/ their representative a penalty of Rs.100/- per day shall be levied.
27. The Tenderers are expected to carefully inspect the site of work and study the site conditions before Tendering for this work and no claim whatsoever will be entertained at a future date arising out of local working conditions and clarifications given by the department.
28. Before commencement of the earth excavation works the contractor shall obtain approval of the Engineer-in-charge for the alignment marked at site of work. Clearance shall also be obtained with regard to non-interference of optical fiber cables of information technology network and electrical cables of Mechanical and Electrical Engg. Dept.
29. The Contractor shall abide by all statutory regulations, labour rules, insurance, safety codes, P.F. contribution, Minimum wages act in force and as applicable during execution of the contract and obtaining clearance from Visakhapatnam Port Trust and relevant authorities as and when required.
30. The Contractor should observe the prohibitory rules and regulations in force at the time of work and as revised from time to time and cause no obstructions or hindrance to the department work.
31. Visakhapatnam Port Trust will not supply cement, steel and water.
32. The 2% value of the Tender amount should be paid towards EMD along with submission of Tender. The EMD of 2% will form part of the total security deposit of 10% and only the balance of 8% will be recovered from the running on account bills at the rate of 10% until the balance of 8% is recovered. The Security deposit will be refunded only after satisfactory completion of the work.
33. The contractor or his authorized representative shall invariably sign in the hindrance register which shall be maintained by the concerned division at site of work whenever any hindrance takes place while execution and the same will be reviewed by the Engineer-in-Charge from time to time, to examine the justified reasons for considering extension of time etc.,
34. The contractor shall employ and post full time engineer/supervisor as necessary in execution of works as per requirement and as per instructions of Engineer-in-charge failing which an amount of Rs. 5,000/- per month will be recovered from the contractor's on account bills.
35. Opening of the Tender on 20-05-2016 after 14.05 hours.
36. 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.
37. If the service tax is applicable for the work, the same will be reimbursed against submission of documentary evidence (challan), in support of payment of the same to the concerned authority

CONTRACTOR

EXECUTIVE ENGINEER (North)