



विशाखपट्टणम पत्तन न्यास / VISAKHAPATNAM PORT TRUST  
अभियंता विभाग / ENGINEERING DEPARTMENT

ISO 9001 PORT

ISO 14001 PORT

OHSAS 18001 PORT



निविदा नोटीस /Tender Notice No.IENG/North/T/HP/Bungalow.No.3/Curtains/, Dt.12.12.2019.

सार्वजनिक क्षेत्र के उपक्रमों से निम्न बताए गए कार्य निर्माण / निष्पादन के लिए उस प्रकार के कार्य करने में अनभव प्राप्त ठेकेदारों से विहित प्रपत्र में भुहरबंद निविदाएं आमंत्रित की जाती है ।

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

- 1) कार्य का नाम / Name of work : **Providing curtains to the doors & windows of Bungalow No.3 Chairman's camp office at Harbour Park**
- 2) अनुमानित लागत / Estimated Amount put to tender : **Rs.1,79,938/- (excluding GST)**
- 3) ई.एम.डी / E.M.D. : **Rs.3,600/-**
- 4) निविदा प्रपत्र का मूल्य - (गैर वापसी) / Cost of Tender papers (Non- refundable) : **Rs.236/- (Rs.200/- + Rs.36/- GST)**
- 5) निविदा अनुरोध करने की अंतिम तिथि / Last date of request for Tenders : **18-12-2019.**
- 6) निविदा प्रपत्र जारी करने की अंतिम तिथि / Last date for issue of Tenders : **18-12-2019.**
- 7) निविदा प्राप्त करने की तिथि और समय 14.00 बजे तक : **19-12-2019.**  
निविदाएं उसी दिन १४.०५ बजे के बाद खोली /  
Date and time for receipt of Tenders up to 14.00 Hrs.  
Tenders will be opened on same day after 14.05 Hrs

निविदा प्रपत्र जारी करने का अनुरोध ओहस्तरी को वि.पो.ट्र.के वि.स.एवं.मु.ले.अ. के नाम पर निविदा प्रपत्र मूल्य के लिए डी.डी. सहित राष्ट्रीयकृत बैंक / अनुसूचित बैंक से रु.६.०० लाख का एक वर्ष के अंदर प्राप्त संपत्रता प्रमाण तथा ए.पि.वी.ऐ.टी. पंजीकरण विवरण जो निविदाकार उन निविदा दस्तावेजों को वि.पो.ट्र. वेबसाइट ज़रूर ज़रूर ज़रूर ज़रूर ज़रूर ज़रूर से वृद्ध थदुद्ध करना चाहते हैं. उन्हे इन निविदा दस्तावेजों की कीमत निविदा प्रस्तुत करते समय चुकानो हगे पिचले 3 (तीन) वर्षों में 31 मार्च वीत्त वर्ष को समाप्त औसत टर्नओवर का विवरण जो रु. 0.54 लाख से कम ने हो, उसी तरह के कार्य से अनुभव का प्रूफ ( मनदण्ड - आवेदन आमंत्रित करने के माह से पूर्व माह के अंतिम दिन को समाप्त पिचले 7 वर्षों का इसी प्रकार के कार्य का सफातापूर्वक निष्पादन का अनुभव का प्रमाण पत्र इस प्रकार के 3 संपादित कार्यों का जिसमें प्रति कार्य अनुमानित लगत के 40% से कम ने हो, इसी प्रकार के 2 संपदित कार्यों का जिसमें प्रति कार्य अनुमानित लागत के 50% प्रतिशत से कम न हो, तथा इसी प्रकार का एक कार्य जो अनुमानित लगत के 80% प्रतिशत से कम न हो का अनुभव । आवेदक यदि विशाखपट्टणम पोर्ट ट्रस्ट में पंजीकृत मे पंजीकृत नहीं है तो सरकारी / सार्वजनिक बेत्र में पंजीकरण का प्रमाण भेजा जाए

Contd.....2

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. 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. 0.54 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.**

निविदा प्रपत्र जारी करने का अधिकार सुरक्षित है ।  
The right of issue of tenders is reserved.

**कार्यकारी अभियंता –(North)**  
**EXECUTIVE ENGINEER (North)**

**Copy to :**

DY.C.E.-II / SE(CP) / AE(HP) - for information.  
FA&CAO / Nodal Officer, IT / C.V.O. -for information  
Dy. Director (ITS) along with complete bid document in Soft copy to publish in the Web site of V.P.T. up to 19-12-2019.  
Asst. Secretary / OS - to arrange to display the tender notice on the notice board

M/s.Builders Association of India, Plot No.43&44,  
4th Floor, Siripuram, Visakhapatnam  
The Garison Engineer, MES, Visakhapatnam  
The Chief Engineer, DGNP, Visakhapatnam  
The Chief Engineer, NAVY, Visakhapatnam  
The Supdt. Engineer, CPWD, Visakhapatnam  
The Supdt. Engineer, R&B, Visakhapatnam  
The Supdt. Engineer, Public Health Visakhapatnam  
The Chief Engineer, VMC, Visakhapatnam  
The Chief Engineer, VUDA, Visakhapatnam  
The Divl. Rly. Manager(Engg.), Waltair, Visakhapatnam  
The Chief Engineer, M/s. R.I.N.L., Steel Plant,  
Visakhapatnam  
The Chief Engineer, M/s. N.T.P.C., Visakhapatnam  
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 : **Providing curtains to the doors & windows of Bungalow No.3 Chairman's camp office at Harbour Park.**
- b) Estimated Cost : **Rs.1,79,938/-  
(excluding GST)**
- c) Earnest Money : **Rs.3,600/-**
- 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 : 15 (fifteen) days from date of written order.
- g) Maintenance period : 03 (three) Months

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 thereof 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.3,600/-** 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.3,600/- (Rupees three thousand and six 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** : **Providing curtains to the doors & windows of Bungalow No.3 Chairman's camp office at Harbour Park.**

SL. No.	Description of materials	of	Approx. quantity	Unit	Rate at which the materials will be charged to the Contractor	the	Place of delivery	of
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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 : **Providing curtains to the doors & windows of Bungalow No.3 Chairman's camp office at Harbour Park.**

**SCHEDULE - 'B'**

Sl. No.	Description of work	Approx. Qty.	Unit	Estimated Rate in figures and words	Amount In Rupees.
1	Supply of curtain cloth, sheer curtain cloth, lining cloth as per the selected make & quality, design & fabric as directed by the Engineer-in-charge complete all labour & materials.				
	a) Hall curtains cloth	62	1mtr	1083.50 (Rupees one thousand eighty three and paise fifty only)	67,177/-
	b) Sheer curtains cloth	95	1mtr	971.30 (Rupees Nine hundred seventy one and paise thirty only)	92,274/-
	c) Lining cloth for curtains	77	1mtr	104.50 (Rupees one hundred four and paise fifty only)	8,047/-
2	Stitching charges only for stitching of curtains with 3 fold design, top & bottom folding, sides, lining cloth, tape for rings stitching, complete iron of curtains as directed by the Engineer in charge complete all labour excluding cost of curtain cloth, tape ,lining cloth etc.,	190	1mtr	55.00 (Rupees fifty five only)	10,450/-
3	Fixing charges of curtains to doors & windows to the curtain rods /pelmet/as directed by the Engineer in charge complete all labour	180.90	1mtr	11.00 (Rupees eleven only)	<u>1,990/-</u>
	Total Amount put to Tender (In words Rupees one lakh seventy nine thousand nine hundred and thirty eight only)				<b>1,79,938/-</b>

Quoted Percentage Excess/Less over the amount put to Tender \_\_\_\_\_%

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

CONTRACTOR

EXECUTIVE ENGINEER - (North)

VISAKHAPATNAM PORT TRUST  
ENGINEERING DEPARTMENT

**NAME OF WORK : Providing curtains to the doors & windows of Bungalow No.3  
Chairman's camp office at Harbour Park.**

**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 15 (fifteen) days 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 upon.
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 9001-2015), Environmental management system (ISO 14001-2015) and Occupational health & safety assessment series (OHSAS 18001-2007) for their activities.
18. The Supplier/ contractor is required to remit GST as per the "Tax Invoice" and file the details in GSTR1 on or before 10<sup>th</sup> of the subsequent month to enable VPT to claim input tax credit otherwise the said tax invoice will be kept pending for payment.
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.
- 23.

**CONTRACTOR**

24. 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.
25. 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.
  26. 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.
  27. 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.
  28. 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.
  29. 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.
  30. 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.
  31. 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.
  32. Visakhapatnam Port Trust will not supply cement, steel and water.
  33. 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 maintenance period 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 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.
  35. The Supplier/ contractor is required to remit GST as per the “Tax Invoice” and file the details in GSTR1 on or before 10<sup>th</sup> of the subsequent month to enable VPT to claim input tax credit otherwise the said tax invoice will be kept pending for payment.
  36. All the eligible Bidders, who are registered with NSIC/Ministry of MSME are exempted from payment of EMD amount and tender Document Cost subject to fulfilling of conditions issued from time to time.

CONTRACTOR

EXECUTIVE ENGINEER - (North)



## DECLARATION

The conditions contained in the NIT were perused and it was understood that is the condition relating to GST is concerned it was mentioned as follows:

"According to GST ACT every dealer is liable to be registered whose aggregate turn over exceeds Rs 20 lakhs for supply of goods / services / executing any work contract accordingly GSTIN is to be provided for participation in tender and to award the contract".

I the authorised signatory of the bidder do hereby declare and confirm that I have read and understood the NIT conditions as such I am conscious about the consequences and implications of GST on the subject work. I further declare that I am well aware of the guidelines being issued by the Govt. of India regarding GST from time to time and also the applicability of the rates and the likely variation of the same in future either upwards or downwards under the GST regime in respect of the works in VPT. I am also aware that I am bound by the policy of the Govt in this regard.

I therefore hereby undertake and declare that I shall be liable to pay any amounts payable towards GST unconditionally without any demur and in this regard I hereby authorize VPT to recover or deduct such sum of GST from the amounts as per rules payable to Me / Our firm. I declare that the authorization hereby given is irrevocable and shall be binding on me as well as my successors, agents or person claiming any amount on my behalf.

SIGNATURE OF THE CONTRACTOR / FIRMS

NAME

ADDRESS

Visakhapatnam

Date.

VISAKHAPATNAM PORT TRUST  
ENGINEERING DEPARTMENT

...

UNDERTAKING

I am aware of the General Directions and conditions of contract works on percentage tender and additional conditions including amendments issued from time to time of the Civil Engineering Department , Visakhapatnam Port Trust. I will abide by them whenever works are entrusted to me and will sign them at the time of agreement without questioning . Also , I will not claim anything extra for the reason that they are not supplied along with tender papers.

SIGNATURE OF THE CONTRACTOR

NAME:

ADDRESS:

VISAKHAPATNAM