



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. 0.45 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 Similar works during last 7 years ending last day of month previous to the one in which applications are invited should be 3 (three) Similar works completed each costing not less than the amount equal to 40% of the estimated cost (or) 2 (two) Similar works completed each costing not less than 50% of the estimated cost (or) 1 (one) Similar 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(CISF) - 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 30-11-2020.  
Asst. Secretary / O.S. - 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 comprehensive annual maintenance of **2.0 KLPH capacity R.O plant** at Salagrampuram Housing colony of Visakhapatnam Port for the year 2020-21 (**2<sup>nd</sup> call**)
- b) Estimated Cost : **Rs.1,49,000/- (excluding GST)**
- c) Earnest Money Deposit : **Rs.3,000/- (payable through RTGS/NEFT/ Bank transfer etc.,)**
- 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 : 1 (One) Year .
- 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.3,000/-** 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 its 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.3,000/- Rupees three thousand 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 comprehensive annual maintenance of **2.0 KLPH** capacity **R.O plant** at Salagrampuram Housing colony of Visakhapatnam Port for the year 2020-21(**2<sup>nd</sup> call**).

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 required for the work for both permanent and temporary works and the contractor himself shall procure the same.

VISAKHAPATNAM PORT TRUST  
CIVIL ENGINEERING DEPARTMENT

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**NAME OF WORK:** - Providing comprehensive annual maintenance of **2.0 KLPH** capacity **R.O plant** at Salagrampuram Housing colony of Visakhapatnam Port for the year 2020-21 (**2<sup>nd</sup> call**).

**SCHEDULE- B**

Sl. No.	Description of work	Approx. Qty	Unit	Rates in figures and words		Amount In Rupees
				Rs.	Ps.	
1	Providing comprehensive annual maintenance of 2,000 LPH capacity R.O plant by inspecting authorised technical person monthly once and to attend the following maintenance for smooth functioning of plant so as to maintain the treatment of water as per the standards, based on status of plant. Complete plant maintenance (A to Z) Includes changing of micron filters, required quantity of anti-scan dosing chemical of approved brand, UV lamp, carbon bags, sand bags, as required and as directed by Engineer – in – charge, complete. All labour, materials and tools.	12.00	1 month	9,500.00 (Rupees Nine Thousand Five Hundred Only)		1,14,000/-
2	Supply & fixing of membrane of approved band at site including transportation to site, all tools and plants as and when required and as directed by Engineer-in-charge, complete. All labour and materials	1.00	Each	35,000.00 (Rupees Thirty Five Thousand Only)		35000/-
Amount put to tender (Rupees one Lakh Forty Nine Thousand forty only)						1,49,000/-

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

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

CONTRACTOR

EXECUTIVE ENGINEER (North)

VISAKHAPATNAM PORT TRUST  
ENGINEERING DEPARTMENT

NAME OF WORK: Providing comprehensive annual maintenance of **2.0 KLPH** capacity **R.O plant** at Salagrampuram Housing colony of Visakhapatnam Port for the year 2020-21 (**2<sup>nd</sup> call**).

**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 and General Conditions 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. It is the responsibility of the Contractor to see that the job entrusted is done expeditiously with safety and in time. Time is the essence of the contract.
11. The VPT reserves the right to withdraw any item of Tender or to cancel the subject Tender without assigning any reason.
12. Statutory deductions will be made from the bills.
13. 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%.
14. 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.
15. The Standard VPT conditions, which are not mentioned, are also applicable to this work.

CONTRACTOR

16. 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.
17. 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.
18. 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.
19. No claim will be entertained for fluctuation in market rate of any labour, materials on transportation etc., during the period of contract.
20. No escalation clause will be entertained at any stage of the contract.
21. 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.
22. 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.
23. 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.
24. 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.
25. 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.
26. The contractor shall employ a supervisor as necessary in execution of works as per requirement and as per instructions of Engineer-in-charge.
27. 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.

CONTRACTOR



28. 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 following conditions.
- i) The Bidder should invariably submit a request letter claiming “EMD and Tender Document Cost exemption”.
  - ii) The Bidder has to submit the self-certified copy of the Registration Certificate issued by NSIC/Ministry of MSME for the works/ services relevant to the “Subject Tender as per Pre-qualification criteria”.
  - iii.) The above Registration Certificate should be valid on the date of opening of the technical bid.
  - iv) The Monetary limit of the Registration certificate shall be more than the “Amount put to Tender”. In case the monetary limit of the above Registration Certificate is less than the estimated cost (put to tender), then the above certificate will be treated as invalid for the subject Tender Value.
  - v) In case the Registration Certificate issued by NSIC/ Ministry of MSME is found to be invalid (date expired) or insufficient monetary limit or irrelevant works or services i.e., other than the tendered works/ services, then the above Registration certificate cannot be considered for exemption of EMD & Tender Document cost and the Bid received with treated as “Bid submitted without EMD and Tender Document Cost”, which would attract disqualification under EMD & Tender Document Cost of Tender conditions as mentioned above.
  - vi) In case the bid is submitted as an Indian arm of a Foreign Bidder and the eligibility criteria conditions were met thru foreign company, then the “EMD Exemption & Tender Document Cost cannot be claimed under the MSME status of Indian arm/ Subsidiary.
  - vii) Copy of “Application for obtaining NSIC/MSME Registration” of pending renewal of NISC will not be entertained. Such offers will be treated as Offers received without EMD and Tender Document Cost.
29. The bidder will have to give a certificate that their firm or company is not having any relationship (direct / indirect) either personal or commercial with any of existing trustees of VPT.
30. Regular inspection of the site by the contractor / technical engineer / supervisor is Required so as to plan execution of the work. Accordingly the contractor has to quote the percentage excess / less over the amount put tender.
31. If required, the construction agencies / Firms would provide Crèche at their camp offices / Labour work sites.
32. GST in respect supply of goods & services or on works contract as applicable in respect of this contract should be payable by the supplier / service provider / Contractor and port trust will not entertain any claims with effect from 01.07.2017.
33. 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 works contract. Accordingly GSTIN is to be provided for participation in tender and to award the contract.

CONTRACTOR

34. The applicable TDS as per the Central GST (CGST) Act., will be deducted as and when notified by the Government.
35. The rate to quoted should be exclusive of GST component and payment will be made against "Tax Invoice" as prescribed under the GST Act / Rules.
36. 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.
37. The percentage tender bearing any inscription either to increase or decrease the percentage quoted shall not be considered and such tender will be rejected summarily.
38. The rate quoted shall be exclusive of GST and GST as applicable shall be extra.
39. The supplier / contractor shall have to provide HSN code / SAC code and the responsibility of applying the correct rate of Tax in GST regime shall be on the supplier / contractor. The supplier / contractors is not entitled for any other taxes / cesses which are subsumed in GST except for applicable GST mentioned in the Tax Invoice.
40. The Central excise duty, VAT and TDS on works contracts, Service tax, Octroi, Entry tax etc. which are subsumed in GST are no more applicable in the present GST.
41. Supplier / Contractor is to submit Tax Invoice (for taxable supplies) as per the governing provisions of GST law and all the particulars which are mandatorily required to be mentioned in Tax invoice etc. shall have to be necessarily mentioned in such Tax Invoice. The amount of GST claimed in the Tax Invoice shall be final and any future claim by the supplier / contractor shall not be entertained by VPT under any circumstances.
42. In case of further change in the tax structure till the date of completion of work or in case any error is noticed in the calculation of amount payable / recoverable the same shall be paid by VPT or else recovered from the bills or security deposits or any other amounts payable to the supplier / contractor.
43. In case the value charged / tax charged in the tax invoice is found to be less than the taxable value or tax payable in respect of such supply, the same shall not be entertained by VPT unless the supplier / contractor who has supplied such goods or services or both, shall issue to the VPT a debit note / supplementary invoice containing such particulars as may be prescribed.
44. The supplier of goods / services / composite supplies / works contractor has to mandatorily remit the GST collected from VPT to the Government. In case of any non-payment of GST by such supplier of goods / services / composite supplies / works contractor which has the adverse effect on the input tax credit availed by VPT if any, such amount together with interest shall be recovered from the bills / tax invoices / any other amounts payable to the supplier / contractor.
45. VPT is liable to deduct TDS if applicable as per the provisions of Section 51 of CGST Act from the date notified by VPT at the applicable rates.

CONTRACTOR

46. The components viz. Labour cess, TDS as per Income tax Act 2017, Seignorage fee etc. viz. taxes / cesses which are not subsumed in GST shall be applicable as it is and there is no change in such recovery procedure and the same has to be continued.
47. In terms of clear provisions under Section 171 (1) of CGST Act, the supplier / contractor shall have to pass on the benefit in the form of reduction in prices in case there is any reduction in rate of tax on any supply of goods or services or the benefit of input tax credit. Accordingly, the contractor has to submit a Declaration (Declaration No.2) attached herewith.
48. The contractor shall be liable for authenticate verification of work men engaged in the work including obtaining proof of Aadhar Cards etc.,
49. The contractor shall arrange skilled Technician for inspection of the plant. The contractor shall fulfill all the legal requirements regarding insurance, PF, ESI etc., to the workmen/technician engaged in the work and shall comply all the QMS/ EMS/OHSAS existing norms of the organization.
50. The contractor shall be liable for any theft / damages occurred to the Port property due to his Technician / workmen mismanagement / carelessness / un-lawful activities etc., at site, the necessary recovery will be affected based on the actual assessment what so ever from running account bills. The Engineer-in-charge discretion is the final in this regard.
51. Safety of technician, workmen, materials engaged on the subject work entirely lies with the contractor.
52. The contractor has to clear the materials (consumables) brought during the maintenance period of the Plant and any debris / waste materials to be taken outside the residential colony at no extra cost to the department.
53. Any scaffolding, ladder required on the work has to be arranged by contractors only.
54. The technician has to submit a report of the plant duly mentioning the change of consumables etc., as per the directions of Engineer-in-charge at no extra cost to the department.
55. If required, the construction agencies / Firms would provide Crèche at their camp offices / Labour work sites.
56. The contractor shall submit the proof of actual payment done (e-payment) to the workmen engaged particulars to the Engineer-in-charge for processing running account bills (payment will be made only for prescribed persons in the work).
- 57. The cost of tender papers, EMD etc., shall be remitted/transferred through RTGS/NEFT/Bank transfer etc., only to the Bank A/c.No.30387186900, State Bank of India, Port branch, Visakhapatnam-530035, IFSC Code: SBIN0001740.**
  - a) The bidders shall enclose/upload the copy of the transaction details with the details of UTR number along with tender for having remitted the tender cost & EMD failing which the tender shall be summarily rejected.
  - b) VPT shall not be liable / responsible for any connectivity / internet problem either with user side / NIC / Bank. Bidders may get it verify from Bank that the requisite money has been received by VPT for the NIT in which they are participating

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