

	<p><b>PASCHIM GUJARAT VIJ CO. LTD.</b></p> <p>Registered &amp; Corporate Office: "Paschim Gujarat Vij Seva Sadan"  Off. Nana Mava Main Road, Laxminagar, Rajkot-360004.  CIN U40102GJ2003SGC042908  Tele. No.: (0281) 2380425, 2380427, Fax: (0281) 2380428</p> <p><b>CIRCLE OFFICE</b></p> <p>Office of The Superintending Engineer, PGVCL Circle Office,  Old Power House Compound, Near Gandhi Baug, Chittal Road,  AMRELI – 365601</p> <p>Phone : (02792) 223836, Fax : (02792) 222380, E-mail: seamr.pgvcl@gmail.com</p>	
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## TENDER NOTICE

**TENDER NOTICE NO : 411/ AMCO-25/ 2015-16/ 1**

Blank rate Tender is invited for **“Supply of 3 Seater SS Chairs For Help Desk For All S/Dns under Amreli Circle”** with details as under:

Sr. No.	Particulars	
1	Estimated Cost.	Blank rate tender
2	EMD	Rs.3000/-
3	Last date of receipt of Tender. BY RPAD & speed post only	<b>11-04-2016 up to 18:00 Hrs</b>
4	Date of opening of tender (if possible)	<b>12-04-2016 at 11:00 Hrs.</b>
5	Tender Fee (non refundable)	Rs. 1000/-
6	Security Deposit	10% of (Order value)
7	Time Limit	10 days

Tender Fee and E.M.D. will be accepted **only by D.D.** of schedule Bank payable at Amreli only. Drawn in favour of **“Paschim Guajrat Vij Co. Ltd.,”** The rights to reject / accept and or split of tender are reserved by the undersigned without giving any reasons thereof. Blank tender copy can be obtained by downloading from our web site [www.pgvcl.com](http://www.pgvcl.com) & submit tender documents to the office of The Supdt. Engineer, PGVCL Circle Office, Amreli.

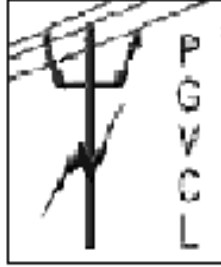
The tenders are to be submitted by the intending bidder by **Two Bid System** in which Two envelopes are to be enclosed in **One Main Envelope** having written on it **Tender for work of “Supply of 3 Seater Chairs For Help Desk For All S/Dns under Amreli Circle”** The two envelopes to be enclosed are as follows :

- (1) **Sealed cover no. 1 - Technical Bid :** The Cover Should have written on it Envelope no 1 Technical Bid for work of **“Supply of 3 Seater Chairs For Help Desk For All S/Dns under Amreli Circle”** **It should contain DD of EMD/ Tender Fee, along with all attested documents like Pan card, Experience certificate (experience regarding supplying furniture to Govt / Semi Govt organization), and Signed Tender Copy.** Those tenderer who satisfy all such conditions will be qualified for opening of price bid
- (2) **Sealed cover no. 2 - Price Bid :** The Cover Should have written on it Envelope no 2 price Bid for work of **“Supply of 3 Seater Chairs For Help Desk For All S/Dns under Amreli Circle”** It should contain **Signed Schedule B with quoted rate.**

Tender duly filled up should be submitted by **Registered Post A.D./speed post only** to above address. Tender packet should display **“Supply of 3 Seater Chairs For Help Desk For All S/Dns under Amreli Circle”**

**Superintending Engineer  
PGVCL, Circle Office, Amreli**

PASCHIM GUJARAT VIJ COMPANY LIMITED



**CIRCLE OFFICE,**

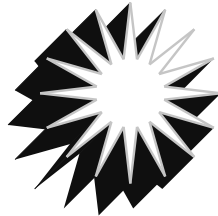
**Amreli.**

**(Civil section)**

**TENDER FOR**

Supply of 3 Seater SS Chairs For Help Desk For All S/Dns under  
Amreli Circle

**TENDER COPY**



**PASCHIM GUJARAT VIJ CO. LTD.,**  
**CIRCLE OFFICE, Amreli**

**TENDER FOR :- Supply of 3 Seater Chairs For Help Desk For All S/Dns under Amreli Circle**

ISSUE TO: M/s./Shri. \_\_\_\_\_

Sr. No.	Particulars	
1	Estimated Cost.	Blank rate tender
2	EMD	Rs.3000/-
3	Last date of receipt of Tender. BY RPAD & speed post only	<b>As per tender notice</b>
4	Date of opening of tender (if possible)	<b>As per tender notice</b>
5	Tender Fee (non refundable)	Rs. 1000/-
6	Security Deposit	10% of (Order value)
7	Time Limit	10 days

**Superintending Engineer**  
**PGVCL C.O. Amreli.**

Tender Fee: \_\_\_\_\_

D.D. No. \_\_\_\_\_ Date : \_\_\_\_\_

for Rs. \_\_\_\_\_ Only.

E.M.D.: \_\_\_\_\_

D.D. No. \_\_\_\_\_ Date : \_\_\_\_\_

for Rs. \_\_\_\_\_ Only.

I have read the terms and conditions of contract and abide by the same in all respects.

Date :     /     /2016

Signature of contractor  
With Rubber Stamp.

## GENERAL INSTRUCTIONS TO THE BIDDERS:

### **(A) SCOPE OF WORK:**

Major works covered in this work are “**Supply of 3 Seater Chairs For Help Desk For All S/Dns under Amreli Circle**” as per specifications and terms mentioned here under.

(1) The site of proposed work is situated at Amreli Circle Any activity not specifically mentioned in the tender but necessary in the opinion of engineer in charge of work must be carried out for successful completion of the job.

### **(B) Payment of Earnest money Deposit and Security Deposits:**

#### **i. Earnest money Deposit:**

1. Bidders are requested to pay an earnest money deposit (1 % of estimated cost) by demand draft only on any Nationalized Bank at AMRELI for the amount as specified in the tender notice. Payment of EMD in form of Cheque or any other form shall not be accepted.
2. The EMD shall be submitted along with submission of Technical bid.
3. Tenders not accompanied by EMD shall be rejected as non- responsive.
4. If during the tender validity period, i.e. 90 days, the tenderer withdraws his tender, the EMD shall be forfeited and the tenderer may be disqualified from tendering for further works.
5. The EMD will be returned promptly to the unsuccessful tenderer. The EMD will be returned to the successful tenderer after he furnishes the Security Deposit for performance and duly enters in to the contract. If he fails to furnish the SD or to execute the contract for the work offered to him, his EMD shall be forfeited and the tenderer may be disqualified from tendering for further work.

#### **ii. SECURITY DEPOSIT:**

As per prevailing rules of the PGVCL, 10% of the contract value shall be paid as ‘Security Deposit’ at C. O. AMRELI on receipt of letter of intent **either**

- a) In Cash OR In form of FDR in favor of "PASCHIM GUJARAT VIJ CO. LTD." of any Nationalized Bank **OR**
- b) In form of Bank Guarantee of any Nationalized Bank as per the approved format of the PGVCL.

The security deposit will be refunded only after the satisfactory supply and passing of bill.

If Security Deposit is not paid within 10 days of issue of LOI, EMD paid will be forfeited and PGVCL will not deal with party for the period of two years.

**(C) COMMERCIAL CONDITIONS & (D) TECHNICAL CONDITIONS:**

- 1) Sealed blank rate tender invited for work of “. for PASCHIM GUJARAT VIJ CO. LTD., AMRELI (herein referred to as PGVCL). **Supply of 3 Seater Chairs For Help Desk For All S/Dns under Amreli Circle** The scope of work is explained in Tender Specification. The work shall be carried out according to the enclosed General Conditions, Technical Specifications & such of the working drawings approved by the PGVCL.
- 2) Tenders must be submitted in the enclosed schedule of work & quantities. Those received in any other form will not be accepted **Supply of 3 Seater Chairs For Help Desk For All S/Dns under Amreli Circle**. They should be accompanied by a covering letter in which the bidder should give all information as called for in the specifications & any other point which he would like to be considered along with the tender.
- 3) The Schedule-B shall be filled up with the shall be written both in words, & figures & the units in words. If any discrepancy occurs between words & figures, then words shall prevail. The tender documents shall be written legibly & free from erasure, overwriting or conversions of figures, crossing out, initializing, dating & rewriting, shall be avoided. In case of any deviation in figure and words the rates quoted in words will prevail.
- 4) The bidders shall note that no deviations from the technical specifications or commercial conditions with this bid are acceptable & it will be presumed that the bidder agrees entirely with the specifications & general terms & conditions of the contract.
- 5) The PGVCL reserves the right to accept any tender irrespective of whether it is lowest or not or to reject all the tenders without assigning any reasons there of. Tenders departing from the technical Specification or the method of bidding in a radical manner may also be rejected.
- 6) On acceptance of the tender the name(s) of the accredited representative(s) of the tenderer who would be responsible for taking instructions from the Engineers of the PGVCL shall be communicated to the Superintending Engineer PGVCL Circle office, AMRELI
- 7) Statutory Taxes: Tender amount is inclusive of all taxes i
- 8) The successful contractor will have to sign an agreement as per the PGVCL's rules on stamped paper & the necessary stamp duty charges shall be borne by the contractor.
- 9) The bidder shall carefully study the work to be carried. The PGVCL will not pay any extra or rate for any reason in case the contractor claims, after acceptance of contract, to have misjudged the site condition.
- 10) The percentage quoted shall include cost towards of all materials, & machinery including equipments, fixtures, labour, constructional equipments, fuel, scaffolding, staging, ramps, walkways, approach and haul road, temporary works, etc. bearing permanent or temporary nature necessary for the completion of the work in all respects, except for those items specifically mentioned to be furnished by the PGVCL. The contractor must also arrange for the transport of materials & include all such costs in the rates quoted by him for finished work.
- 11) During the execution of the work if it is found that the work is not progressing as per the Scheduled Progress Program, approved by the PGVCL & planned by the Contractor, due to the reasons attributable to the Contractor; suitable action shall be taken as per Clause No.3 & 4 appearing in the PGVCL's prescribed Booklet for "Tender & Contract for Works" and PGVCL may take such action as it may deem fit to ensure that the work is completed in time at the risk and cost of the contractor.
- 12) The contract or any part thereof shall not be subject to change without the written permission of the Superintending Engineer, PGVCL, Circle office, AMRELI or his authorized representatives.
- 13) Tender shall remain open for acceptance for a period of 90 days from the date of Technical bid opening & during this period no bidder shall be allowed to withdraw his tender. Any such withdrawals, during the said period will entail forfeiture of the earnest money deposited with the tender and PGVCL will take further action for "not dealing" with party etc.
- 14) Further information required, if any, can be had from the office of the Superintending Engineer, PGVCL, Circle office, Amreli, But it must be clearly understood that the tenders must be received complete in every respects by the due date & time.
- 15) The notice inviting tender, general instructions to the contractors & all documents of this tender shall form part of the contract.
- 16) Work under this contract shall be completed in all respects within stipulated period from the date of commencement order issued by field office. However, interim mile stones to be jointly fixed after issue of LOI.
- 17) Bidders must quote firm price only, till completion of work under contract, & this is to be confirmed by bidder while submitting his offer. No escalation towards labor and material / fuel shall be paid in this execution of contract.
- 18) Once the offer submitted will not be returned back for any reason thereof in any case.
- 19) The Bidders shall note:

- 22) Each tender shall contain the name, residence & place of business of person or persons making the tender & shall be signed by the tenderer with his usual signature with seal of the company.
- 23) Tender by partnerships shall furnish the full names of all partners. It shall be signed with the partnership name by one of the members of the partnership or by an authorized representative followed by the name & designation of the person signing.
- 24) An attested copy of the constitution of the firm with the name of partners shall be furnished. Whenever, whether in submission of the tender or later in other matters, the signatures are made by one person on behalf of Directors or a firm or a corporation, an attested copy of the resolution of the partners or of law shall be supplied by the tenderer authorizing Witnesses & sureties shall be persons of status & probity, & their names, occupation & address shall be stated below their signatures. All signatures shall be dated.
- 25) Tenders by corporation shall be signed with the legal name of the corporation followed by the name of the state of incorporation & by the signature & designation of the president, secretary or other person authorized to bind it in the matter with rubber seal of the company.
- 26) PGVCL reserves the right to delete any item of Schedule-B for which contractor shall not have any right to claim on this account.

27) The Contractor shall take all requisite & necessary care to observe that no damage is occurred to the Existing structures, if any. For any damage to the Existing Structures of PGVCL, the Contractor shall be held responsible.

28) Tenders that do not fulfill all the above conditions & those specified in the documents attached with this contract document or incomplete in any respect are liable to rejection.

29) The submission of any bid connected with these document and specification shall constitute an agreement that bidder shall have no cause of action or claim against the PGVCL for rejection of his bid. The owner shall always be at liberty to reject or accept split any bid or bids at his sole discretion and any action will not be called into question and the bidder shall have no claim in that regards against the owner.

30) **Site visit:** The bidder is advised to visit the site and examine the site condition. Where in the work is proposed to be carried out and to get himself fully acquainted at his own responsibility for all information that may be necessary for quoting the tender bid and entering in to contract. All cost and liabilities arising out of the site visit shall be at bidder account.

31) **Recoveries:**

(I) In case of any damage to equipment/machinery or structure/building of PGVCL or any public property due to negligence's of contractor or any other reasons attributed to contractor the decision of E.I.C. regarding the amount of recovery shall be final and binding.

(II) If the contractor fails to execute the proportionate work as per direction of E.I.C. within the time frame given for completion of part / whole of the work PGVCL shall get the work done through any other contractor and the cost of execution of such work along with 15% overhead charges shall be recovered from contractor.

32) Notwithstanding anything contained to the contrary in the specification or tenders in subsequent exchange of correspondence, the conditions of contract shall be binding on the contractor and any change or variations expressed or implied, however made in the said conditions shall not be valid or operative unless expressly sanctioned by the PGVCL. The contractor shall be deemed to have fully informed himself and to have special knowledge of the provisions of the conditions of contract herein contained.

Tenderer shall be deemed to have full knowledge of relevant documents, site conditions etc. whether inspected or not by him.

36) Submissions of tender by a contractor implies that he has read the instructions and condition of contract herein contained and has made himself aware of the scopes and specifications of the work to be done.

37) These rules and directions shall form part of the contract.

38) In case of any deviation in any terms and conditions between Instruction to the bidders and Tender and contract for works, the terms and conditions mentioned in Instruction to the bidders will prevail.

- 39) **Validity Of Tender:** Tender shall remain open for acceptance for a period of 180 days from the date of Technical bid opening & during this period no bidder shall be allowed to withdraw his tender. Any such withdrawals, during the said period will entail forfeiture of the earnest money deposited with the tender, and PGVCL will take further action for “not dealing” with party etc.
- 40) **Tenders received after time:** The tenders received after time and date specified in the tender notice, will not be accepted. Once the offer submitted by the contractor before due date of submission, the contractor will not be allowed to submit revised / additional / modified / other even before due date. However, if the issue and receipt of tender is extended by the PGVCL due to any reason, the contractor may submit the revised offer before due date of submission, if he wish to submit.
- 41) The work shall be completed within the period stipulated in the contract. However it may be noted that drawings shall be released progressively & site clearance arranged accordingly to the progress of work at site. Therefore the contractor has to organize & coordinate the works to suit these. In the event of any delay due to the above or due to any other reason not attributable to the contractor, reasonable extension in the completing the work may be given at the discretion & as decided by the PGVCL but no compensation or idle charges will be paid to the contractor under any circumstances.
- 42) The price proposals will be opened in the presence of the bidder’s representatives who choose to attend at the date and time and venue to be notified by the PGVCL, after conclusion of the Technical Evaluation and Post Qualification process.

**SUPERINTENDING ENGINEER,  
PASCHIM GUJARAT VIJ CO. LTD.,  
CIRCLE OFFICE, AMRELI.**

I/We accept the above conditions...

Contractor’s Representative legible signature: \_\_\_\_\_

Name of the person: \_\_\_\_\_

Seal of the company

Date & place: \_\_\_\_\_