

## **CHICKLIST TO BE ATTACHED WITH THE TENDER**

**Important Notice: An incomplete offer bid may be rejected to aid the bidders in submitting the offer. A checklist is included in the bid Document. The bidders must fill this and submit along with their offer in their own interest.**

NIT Ref.No.

Tender due for Opening:-

Sl.No.	Particulars of Completed Tender Documents	Status of Submission (Indicated Yes/No)	Ref.Page No.of Bid
1	Has the Bid Document been issued to you ?		
2	Have you downloaded from BCCL Website ?		
3	Application Fee/Cost of Tender document & Declaration if Tender document downloaded from BCCL website.		
	Have you submitted the application fee/tender document cost in the form of DD? (DD should be prepared before the scheduled closure of sale of tender documents)		
4	Earnest Money		
	(1) Earnest Money in the form of Cash deposit/DD		
	(2) Earnest Money in the form of BG as per format provided on the tender document with validity as per NIT requirement.		
5	Eligibility Criteria		
	(1) With Experience/completion certificate/certificate of similar works as per NIT requirement.		
	(2) Financial Turn-over certificate as per NIT requirement.		
	(3) Document certificate for calculation of Assessed Available Bid Capacity as per the requirement of NIT (Bid Capacity is application for works with Estimated Cost more than Rs. 1 Crore)		
6	Other Document to be submitted alongwith Tender		
	(1) Copy of PAN Card		
	(2) Copy of Sale Tax VAT clearance certificate (sales Tax Clearance certificate should be valid on date of receipt of Tender & shall be attested by Gazetted Officer)		
	(3) Affidavit on Non-Judicial Stamp Paper or on Non-Judicial Adhesive Stamp as per the Proforma provided in the Tender Document.		
	(4) Declaration as per Proforma provided in the Tender Document		
	(5) Copy registered partnership deed/joint venture agreement as the case may be		
	(6) Original " Power of Attorney in case person other than the tender has signed the tender documents.		
	(7) Form of EFT (Electronic Fund Transfer) ECS (Electronic Clearing System) as per Tender document)		
7	Whether all the documentary evidences are dully attested by Gazetted Officer or self attested.		
8	Whether all the pages of tender document are dully filled signed and sealed ?		
9	Whether Price Bid is properly filled as per Tender Document stipulation ?		
10	(1) Whether DD towards Application Fee/Cost of Tender Document. If Tender Document downloaded from BCCL website kept in a separate envelope and dully signed ?		
	(2) Whether DD or cash receipt/BG toward EMD, kept in a separate envelope and duly sealed ?		
	(3) Whether Technical Bid (Part - I) duly sealed as required ?		
	(4) Whether Price Bid (Part - II) duly sealed as required ?		
	(5) Whether all above envelope, kept inside one envelope ?		

**Signature of Bidder**

**Name :-**

**Full Address:-**

**Telephone No.:-**

**e-mail address:-**

# ***TENDER DOCUMENT***



# BHARAT COKING COAL LIMITED

A Subsidiary of Coal India Limited

## भारत कोकिंग कोल लिमिटेड

(कोल इण्डिया लिमिटेड का एक अंग)

Office of the General Manager

Pootkee Balihari Area

PO: Kusunda Dist: Dhanbad

Pin: 828116 (Jharkhand)

Ref. No. GM(PBA)/ACE/QTN/2013-14/732

Date : 27.11.2013

### QUOTATION NOTICE

Sealed Tender in two Parts (Part I & II) on Percentage Rate above or below basis are invited from experienced and eligible contractors for the following works :-

Name of the Work	Estimated cost	Earnest money	Time of completion
General repair & Maintenance of Diesel Pump Premises near Area workshop under PB Area.	Rs. 52,186.38	Rs. 522.00	15(Fifteen Days)

**Availability of tender documents from : 10/12/2013 to 14/12/2013**

Tender documents will be issued on all working days during working hours except on Sundays & holidays. In the event of the specified date for submission/opening of bids being declared a holiday the bids will be received/opened on the appointed time on the next working day. The tender document is also available on Website <http://www.bccl.gov.in> & <http://tenders.gov.in> and can be downloaded.

**(A) Time and date of receipt/opening of tender –**

i) The tenders will be **received on 16.12.2013 from 10.00 AM to 3.00 PM in Tender Box kept at**

**(a) Sr.Security Inspector, P.B.Area Office, Dhanbad**

or

**(b) CISF Post, Near Koyla Bhawan Gate, Koyla Nagar, BCCL, Dhanbad.**

ii) The tenders received will be **opened on 18.12.2013 at 3.00 P.M. onwards in the office of Area Civil Engineer, P.B.Area, BCCL, Dhanbad.**

**1) Eligibility criteria:-**

a) The intending tenderer must have in its name as a prime contractor experience of having successfully completed similar works during last 7 (seven) years ending last day of month previous to the one in which bid applications are invited (i.e. eligibility period) should be either of the following :-

Three similar completed works each costing not less than the amount equal to 40% of the estimated cost. OR

Two similar completed works each costing not less than the amount equal to 50% of the estimated cost. OR

One similar completed work costing not less than the amount equal to 80% of the estimated cost.

**Similar work means : Any civil works containing brick/stone masonry wall, cement concrete**

b) Average annual financial turnover of civil works during the last 3 (three) years, ending 31<sup>st</sup> March of the previous financial year, should be at least 30% of the estimated cost.

**The intending tenderer must submit documentary evidence in support of (1) (a) & (b) above in the form of certified copy of work order, completion certificate, payment certificates/ vouchers etc. indicating the period of work for which the payment has been made, duly signed by him/them.**

Note:- (i) Provision under eligibility criteria 1. (a) shall also include those similar work “while considering the value of completed works, the full value of completed works be considered whether or not the date of commencement is within the said seven years period.”

(ii) As per eligibility criteria specified under Sl.No.1(a). Pre-qualification shall be done based on experience of successfully completed works and not on experience of work in progress.

2) The tender documents can be had from the Office of the **Area Civil Engineer, P.B.Area, BCCL, Dhanbad** during the period mentioned above on production of application requesting issue of tender document.

3) Completed sealed tender documents (Part I & II) should be submitted at the same time. **Part-I** shall consist of terms and conditions of the tender, additional terms and conditions if any, technical bid and credentials.

**Part-II** shall consist of tender documents as sold to the tenderers duly filled in for rates, amounts etc. i.e. price bid.

**The Earnest money deposit is to be submitted in a separate Envelope super scribing “Earnest Money Deposit”** (Earnest Money to be submitted in form of cash or bank draft of Nationalized bank/ scheduled commercial bank approved by Reserve Bank of India in favour of Bharat Coking Coal Ltd., payable at Dhanbad.)

The bid shall be submitted in three separate envelopes.

**Envelope-I** should contain E.M.D. and the cost of tender document if downloaded from the website.

**Envelope-II** should contain Part-I of Tender Document

**Envelope-III** should contain Part-II i.e. Price Bid.

**Thereafter, all the three envelopes should be submitted in one sealed envelope.**

The tender will be received on **16.12.2013** from 10.00 AM to 3.00 P.M. in all the places as mentioned above at A. and will be opened on **18.12.2013** at 03.00 P.M. onwards in presence of the intending tenderer or their authorized representative in the Office of Area Civil Engineer, P.B.Area. BCCL, Dhanbad. Only part-I will be opened on this date.

**The Part-I** will be opened only after receipt of EMD and in case of downloaded tender, the cost of tender document too.

**The part-II** will be opened only after:

The department is satisfied that the criteria fixed are fulfilled **i.e. on acceptance of part-I.**

4) The Earnest Money is to be deposited as per detail given in the tender documents.

5) Sales Tax clearance certificate copy shall be attested by a Gazetted Officer of the Govt. (Central or State) & TIN No.

6) The tenderers have to submit Permanent Account No. (PAN) of Income Tax.

7) Status of firm-firm registration/or partnership deed & power of attorney/affidavit regarding Proprietorship/ Article of association etc.

8)a. Declaration regarding genuineness of the documents submitted & non-relationship in BCCL in original. As per format given, in the form of affidavit on Non Judicial Stamp Paper.

b. Non of the partners of the firm has either individually or collectively been involved in criminal offences.

c. Declaration that they have not been banned or de-listed by any Govt. or Quasi-Govt. Agencies.

- 9) The responsibility for arrangement of all input materials required for the work shall be mainly with the contractor.
- 10) The contractor shall have to abide by all the rules and regulations as per contract labour (regulation & abolition act 1970 & central rules 1971). The contractor shall be exclusively responsible for payment to his workman/laborers as per minimum wages act inforce & no liability on this account shall be accepted by BCCL management.
- 11) Conditional/ Incomplete tenders will not be accepted and shall be outright rejected.
- 12) Issuance of tender documents does not mean that the parties are considered qualified.
- 13) The experience as given in the eligibility criteria should be in the name and style in which tender is filled. The experience in the name of some other firm/company will not be considered for this purpose.
- 14) The validity of the tender will be **120 days** from the date of opening price bid or revised price bid if any.
- 15) The management of BCCL reserves right to reject any or all tender or split the work among two or more tenderers without assigning any reasons whatsoever.
- 16) If tender document has been downloaded from the above mentioned website, the tenderers are required to deposit along with their tender, a Bank Draft of any Nationalized / Schedule Commercial Bank approved by Reserve Bank of India payable at Dhanbad exclusively towards the cost of Tender Document for the amount indicated as above, in the envelope as stated at Clause 3 of this NIT. Any Bank Draft, prepared after the scheduled closure of sale of Tender Documents may be liable for rejection.
- 17) The contents of the Tender Documents available in our offices, shall be deemed as authentic .The bidder will be required to submit an undertaking that they will accept the tender document as available in the web-site and their tender shall be rejected if any tampering is there in the tender document thus submitted.
- 18) The bidders are required to fill the format of Electronic Fund Transfer in triplicate which is enclosed with the Detailed Tender Notice.
- 19) Bidders have to submit the Affidavit only on Non-Judicial Stamp Paper or Non-Judicial Adhesive Stamp.
- 20) Minimum of 20% required unskilled workers shall be engaged to this work from local project affected people of namely villages.

Area Civil Engineer,  
P.B.Area

Copy to:-

1. CVO, BCCL, Koyla Bhawan
2. GM(Const.), Koyla Nagar, Dhanbad
3. All CGM/GM of all Areas/Project – under BCCL.
4. Manager(System), P.B.Area – With a request to Display NIT/Tender Document on website. The down loading facility should be available during the period of sale of Tender Document only.
5. GM, P.B.Area
6. CM(Pers.), P.B.Area
7. SO(Mining)/AM(Plg.), P.B.Area
8. AFM/Cashier, P.B.Area
9. All Project Officer/Manager, (Unitwise) under P.B.Area
10. Tender Committee Members, P.B.Area
11. Builders Association of India, 316 LIG, Housing Colony, Dhanbad
12. Security, P.B.Area – To fix at Notice Board under lock & key arrangement.
13. CISF Gate Incharge, Koyla Bhawan, Dhanbad
14. O/C

*Bharat Coking Coal Limited  
(A Subsidiary of Coal India Limited)  
Pootkee Balihari Area*

**TENDER ISSUE FORM**

1. NAME AND PLACE OF WORK :
2. NIT NO. & DATE :
3. DETAIL COST OF WORK :
4. AMOUNT OF EARNEST MONEY :
5. COST OF TENDER PAPER :
6. NAME OF THE CONTRACTOR/AGENCY  
TO WHOM TENDER PAPER IS ISSUED :
7. DATE OF ISSUING TENDER PAPER :
8. DATE/DUE DATE OF RECEIVING OF  
TENDER :

*SIGNATURE OF ISSUING AUTHORITY  
P.B.AREA*

1. DETAILS OF EARNEST MONEY :
2. PERMANENT ADDRESS OF THE  
CONTRACTOR :
3. SALES TAX REGISTRATION NO. :
4. PERMANENT A/C INCOME TAX (PAN NO.) :
5. RELATIONSHIP WITH BCCL EMPLOYEE  
IF ANY STARTING NAME, DESIGNATION,  
PLACE OF POSTING OF THE EMPLOYEE:
6. ACCEPTED TO ABIDE WITH THE TERMS &  
CONDITIONS AS LAID DOWN IN THE FORM  
OF CONTRACT AGREEMENT DRAWN BY  
BCCL. :

*SIGNATURE OF CONTRACTOR/AGENCY*

*NB: Due to non-available of form of contract agreement, the acceptance is required to be furnished by the contractor/agency.*

*Bharat Coking Coal Limited*  
*(A Subsidiary of Coal India Limited)*  
**OFFICE OF THE GENERAL MANAGER**  
**POOTKEE BALIHARI AREA**

1. *I/we hereby certify and solemnly affirm that I/We/Am are not employee of BCCL/CIL directly or indirectly.*
2. *I agree for all the job testing which may be carried out departmentally on account of quality control. I also agree for the recovery of amount on this head from my/our bills.*
3. *All the jobs are to be carried as per specification given in approved estimate/work-order.*
4. *General Terms & Conditions of BCCL for execution of Civil Engg. Jobs as well as laid down in W.O/agreement will be followed.*
5. *Tender without proof of E.M. & credential, not in order are liable for rejection.*
6. *All information furnished by us in respect of fulfillment of eligibility criteria & qualification information of this tender is complete, correct & true.*
7. *All documents/credentials submitted along with this tender are genuine, authentic, true & valid.*
8. *If any information & document submitted is found to be false/incorrect any time, department may cancel my tender & action deemed fit may be taken against us, including termination of the contract, forfeiture of all dues including earnest money & banning / delisting of our firm & partners of the firm etc.*
9. *The other documents such as general terms & conditions, general specification & responsibility of the Contractors, additional safety measures etc also can be seen at the office of the Area Civil Engg. On any working day which will be applicable to the contract.*

*Signature of the tenderer:*

*Name & Address of the tenderer*

*Seal/Stamp \_\_\_\_\_*

## **DECLARATION**

*I hereby declare that my / our firm has not been banned or delisted by any Government or Quassi Government agencies or PSU's.*

*Signature of the Tenderer*



**PROFORMA FOR AFFIDAVIT TO BE SUBMITTED BY THE TENDERER**

**Non Judicial Stamp Paper.**

AFFIDAVIT

I, -----, Partner/Legal Attorney/ Accredited Representative  
of M/s -----, solemnly declare that :

1. We are submitting Tender for the Work -----  
-----against Tender Notice No.--  
----- dt -----
2. None of the Partners of our firm is relative of employee of Bharat Coking Coal Ltd.
3. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents/ credentials submitted alongwith this Tender are genuine, authentic, true and valid.
5. If any information and document submitted is found to be false/ incorrect any time, department may cancel my Tender and action as deemed fit may be taken against us, including termination of the contract, forfeiture of all dues including Earnest Money and banning / delisting of our firm and all partners of the firm etc.

Signature of the Tenderer

Dated-----

Seal of Notary

BHARAT COKING COAL LIMITED  
(A SUBSIDIARY OF COAL INDIA LIMITED)  
POOTKEE BALIHARI AREA

**PROFORMA FOR COLLECTING PAYMENT THROUGH ELECTRONIC MODE INCLUDING  
ELECTRONIC FUND TRANSFER (EFT) & ELECTRONIC CLEARING SYSTEM (ECS)**

(TO BE SUBMITTED IN TRIPLICATE)

1	Vendor/ supplier/ contractor/ customer's name & address (with telephone number & Fax number)	
2	Particulars of Bank Account	
	a) Bank Name	
	b) Branch Name (Including RTGS Code)	
	Address	
	Telephone No. & Fax No.	
	c) 9 - Digit Code Number of the Bank & Branch (Appearing on the MICR Cheque issued on the bank) or 5 digit code number of SBI	
	d) Account Type (S.B. Account/ Current Account or Cash Credit with code 10/11/13)	
	e) Ledger No./ Ledger Folio No.	
	f) Account Number (Core Banking) & Style of Account (As appearing on the cheque Book)	

**3. DATE OF EFFECT:**

I hereby declare that the particulars given above are correct & complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme. Any bank charges levied by the bank of such e-transfer shall be borne by us.

Date:-

( \_\_\_\_\_ )

Signature of customer/vendor/supplier/contractor

Certified that the particulars furnished above are correct as per our records.

( \_\_\_\_\_ )

Signature of the authorized officials from the Bank

*PART - II*

*PRICE BID*

**BILL OF QUANTITY FOR THE WORK OF “General repair & Maintenance of Diesel Pump Premises near Area workshop under PB Area.”**

Sl. No.	Description of Item	Quantity	Units	Rate		Amount	
				Rs.	P.	Rs.	P.
1	White washing with lime to give an even shade : Old work (two or more coats)	99.00 M <sup>2</sup>	Per M <sup>2</sup>	7	05	697	95
2	Color washing to give an even shade : Old work (two or more coats)	508.00 M <sup>2</sup>	Per M <sup>2</sup>	8	57	4353	56
3	Removing white or colour wash by scrapping and sand papering and preparing the surface smooth including necessary repairs to scratches etc. complete	607.00 M <sup>2</sup>	Per M <sup>2</sup>	5	75	3490	25
4	Painting with synthetic enamel paint of approved brand and manufacture of required colour to give an even shade : One or more coats on old work	57.00 M <sup>2</sup>	Per M <sup>2</sup>	35	20	2006	40
5	12 mm cement plaster of mix : 1:6 (1 cement: 6 fine sand)	183.00 M <sup>2</sup>	Per M <sup>2</sup>	112	50	20587	50
6	Dismantling old plaster or skirting raking out joints and cleaning the surface for plaster including disposal of rubbish to the dumping ground within 50 metres lead.	92.00 M <sup>2</sup>	Per M <sup>2</sup>	15	00	1380	00
7	Clearing jungle including uprooting of rank vegetation, grass, brush wood, trees and saplings of girth upto 30 cm measured at a height of 1m above ground level and removal of rubbish upto a distance of 50 m outside the periphery of the area cleared	825.00 M <sup>2</sup>	Per M <sup>2</sup>	482	00	3976	50
8	12 mm cement plaster finished with a floating coat of neat cement of mix : 1:4 (1 cement: 4 fine sand)	05.00 M <sup>2</sup>	Per M <sup>2</sup>	153	45	767	25
9	Demolishing brick work manually/ by mechanical means including stacking of serviceable material and disposal of unserviceable material within 50 metres lead as per direction of Engineer-in-charge In cement mortar	0.26 M <sup>3</sup>	Per M <sup>3</sup>	566	60	147	32
10	Brick work in Cement Mortar(1:6) in F&P with CD-50	0.63 M <sup>3</sup>	Per M <sup>3</sup>	3058	35	1926	76
11	Brick work in Cement Mortar(1:6) in Super structure with CD-50	1.00 M <sup>3</sup>	Per M <sup>3</sup>	3293	78	3293	78
12	Grading roof for water proofing treatment with Cement concrete 1:2:4 (1 cement : 2 coarse sand : 4 graded stone aggregate 20 mm nominal size)	1.32 M <sup>3</sup>	Per M <sup>3</sup>	4601	85	6074	44

13	Painting top of roofs with bitumen of approved quality @ 17kg per 10 sqm impregnated with a coat of coarse sand at 60 cum per 10 sqm, including cleaning the slab surface with brushes and finally with a piece of cloth lightly soaked in kerosene oil complete : With residual type petroleum bitumen of grade VG - 10	33.03 M <sup>2</sup>	Per M <sup>2</sup>	105	50	3484	67
<b>Total</b>						<b>52186</b>	<b>38</b>

**Synopsis:**

I/ We gone through the bill of quantity.

I/ We quote \_\_\_\_\_ % ( \_\_\_\_\_ ) above/ below the estimated cost amounting to Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_)

Signature of Contractor

Name of Contractor  
Seal &  
Date