



## GARDEN REACH SHIPBUILDERS & ENGINEERS LTD.

गार्डन रीच शिपबिल्डर्स एण्ड इंजीनियर्स लिमिटेड  
(A GOVERNMENT OF INDIA UNDERTAKING)  
(भारत सरकार का प्रतिष्ठान)

Address 43/46, Garden Reach Road, Kolkata-700 024

43/46, गार्डन रीच रोड, कोलकाता-700 024

Phone दूरभाष: (033)2469-8100 to 8114 Extn बिस्तार 200, FAX फैक्स: (033)2469 3932

Web site वेब: [www.grse.nic.in](http://www.grse.nic.in), E-Mail ई मेल: [Kandir.Anukaran@grse.co.in](mailto:Kandir.Anukaran@grse.co.in)

CIN सी आई एन: L35111WB1934GOI007891

### NOTICE INVITING TENDER (NIT)

#### निविदा आमंत्रण सूचना

Garden Reach Shipbuilders & Engineers Limited is a **leading Warship Builders and Engineering Product Company**, invites interested, reputed, resourceful and financially solvent contractors and subcontractors to submit **single stage two part (Part I- Techno-Commercial & Part II- Price) bids** through e-tendering mode for the work package as per following bid document.

NIT No. निविदा संख्या:	<b>SCC/AJK/OT/Pressure Control Device/025/ET-1870.</b>	<b>Dt-11.06.22</b>
Job Title कार्य का नाम:	<b>“Installation and Commissioning of 02 Nos. Pressure Control Station including Supply of items installed as SBS at GRSE, Main Works” [to be executed as per SOTR No. ES/MM/SBS/01 Date : 21 Jan 2022 [Annexure-I]</b>	
Tender issuing Dept. बिभाग द्वारा जारी:	<b>Contract Cell संविदा बिभाग (GRSE Main Unit)</b>	

#### ARTICLE 1 अनुच्छेद-1: SCHEDULE OF CALENDAR DATES समायावली की अनुसूची:

SCHEDULE सारणी		
Bid submission Starting Date निविदा जमा करने की प्रारंभिक तिथि	<b>14/06/2022</b>	<b>12:00 hrs.</b>
Bid submission Closing Date निविदा जमा की अंतिम तिथि	<b>02/07/2022</b>	<b>12:00 hrs.</b>
Tender Opening Date (Part I) निविदा खुलने की तिथि (तकनीकी-वाणिज्यिक बोली भाग-I)	<b>04/07/2022</b>	<b>14:00 hrs.</b>
Offer Validity Period minimum ऑफर की नियुक्तम वैधता अवधी	<b>90 days</b> from date of opening of Tender (Part – I)	

**ARTICLE 2 अनुच्छेद-2: COMMERCIAL REQUIREMENT FOR THE NIT** निविदा की ब्यवसायिक आवश्यकता:

<b>FEES / DEPOSITS</b>	
Tender Fee (refer clause 3 of STAC) निविदा प्रपत्र मुल्य (स्टैक के परिच्छेद 3 मे उदधृत)	INR 500 (Rupees Five Hundred Only)
Earnest Money Deposit (EMD) (refer clause 4 of STAC) बयाना राशि जमा) स्टैक के परिच्छेद 4 मे उदधृत)	INR 4,800/- (Rupees Four Thousand Eight Hundred Only)
Security Deposit (SD) प्रतिभूति	3% of Work Order Value (inclusive of GST)
PBG पी बी जी	Not Applicable
Liquidity Damage परिनिर्धारित नुकसान	0.5% per week, Max 5% of unexecuted job
Billing Frequency बिल करने की अवधी	On Completion
Evaluation of L1 एल1 का मूल्यांकन	Totality basis

**ARTICLE 3 अनुच्छेद-3: ANNEXURES FORMS PART OF THIS TENDER** निविदा की संलग्नक प्रपत्र:

<b>ARTICLES ENCLOSED FORMING PART OF THIS e-TENDER</b> ई-निविदा अंतर्गत संलग्नित परिच्छेद	
Annexure 1 संलग्नक-1	Statement of Technical Requirement (SOTR) and Special Terms and Conditions ( <b>Annexure-I</b> )
Annexure 2 संलग्नक-2	GRSE Standard Terms And Conditions (STAC) ( <b>Annexure-II</b> )
Annexure 3 संलग्नक-3	Format for Technical Eligibility Criteria
Annexure 4 संलग्नक-4	Format for Self-Certification for not having blacklisted /not received any tender holiday
Annexure 5 संलग्नक-5	Check List of Statutory Responsibility of Contractor and Principal Employer
Annexure 6 संलग्नक-6	Format for – Disclosure by sub-contractor of existing work load and proposed execution plan of this tendered job(please refer <a href="http://www.grse.in">www.grse.in</a> )
Annexure 7 संलग्नक-7	Fire & Safety Guidelines (please refer <a href="http://www.grse.in">www.grse.in</a> )
Annexure 8 संलग्नक-8	Special condition of contract (please refer <a href="http://www.grse.in">www.grse.in</a> )
Annexure 9 संलग्नक-9	General Requirement (please refer <a href="http://www.grse.in">www.grse.in</a> )
Annexure 10 संलग्नक-10	Check List for Bill submission (please refer <a href="http://www.grse.in">www.grse.in</a> )
Annexure 11 संलग्नक-11	Bank Guarantee Format for SD (please refer <a href="http://www.grse.in">www.grse.in</a> )
Annexure 12 संलग्नक-12	Bank Guarantee Format for PBG (please refer <a href="http://www.grse.in">www.grse.in</a> )
Annexure 13 संलग्नक-13	Guide line for Bank Guarantee (please refer <a href="http://www.grse.in">www.grse.in</a> )
Annexure 14 संलग्नक-14	PF, ESI declaration form (please refer <a href="http://www.grse.in">www.grse.in</a> )

**ARTICLE 4 अनुच्छेद-4: DOCUMENTS TO BE UPLOADED अपलोड हेतु दस्तावेज:**

SL	DESCRIPTION
1	DD/PO or MSE/NSIC Exemption certificate towards tender fee
2	MSE/NSIC Exemption certificate towards EMD
3	Technical Acceptance format as available with NIT after being downloaded and filled up
4	Commercial Acceptance Format as available with NIT after being downloaded and filled up
5	Documents meeting the Technical Eligibility Criteria as per format at <b>Annexure 3</b>
6	Self-certification for not having blacklisted /not received any tender holiday as per format at <b>Annexure 4</b>
7	PAN/TAN,GST, Labour License Certificate, Registration Certificate of the Company with ROC
8	Partnership Deed / Memorandum and the Article of Association of the firm confirming partners and lead partner.
9	Copies of registration with PF, ESI authorities.
10	Government E-Market Place (GeM) registration certificate with Unique GeM Seller ID. [As per guideline from GOI, MOD]

- a) Registered Vendors with GRSE need not upload documents at Sl. 7 above, if valid documents already submitted / available with GRSE Vendor Registration Cell.
- b) Bidders have to indicate Unique GeM Seller ID in the COMMERCIAL MATRIX or prior to opening of price bids, failing which price bid of the bidder shall not to be opened for further processing.

**ARTICLE 5 अनुच्छेद-5: DOCUMENTS IN PHYSICAL FORM TO SUBMIT वास्तविक प्रपत्र जो जमा करने हैं:**

PHYSICAL SUBMISSION		
1	Tender Fee instrument	Within 03 days from opening of Part I bid
2	Earnest Money Deposit (EMD) (refer clause 4 of STAC) बयाना राशि जमा )स्टैक के परिच्छेद 4 मे उदधृत)	Within 03 days from opening of Part I bid
NOTE:	If instruments submitted through demand draft, the same to be drawn in favour of :	GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
	The demand drafts should be payable at	Kolkata

**Note:** Above mentioned original Instruments as stipulated, to reach the office of Addl. General Manager, Contract Cell, GRSE Main Unit, within stipulated period as indicated above in a sealed envelope with tender number and job duly superscripting on it (preferably through speed post /courier service).

## **ARTICLE 6 अनुच्छेद- 6: JOB EXECUTION SCHEDULE कार्य निष्पादन सूची:**

**(A) Job Starting Date कार्य आरम्भ तिथी** – Job has to be started within 07 (seven) days from the date of issuance of PO/LOA whichever is earlier.

**(B) Job Completion date कार्य समाप्ती तिथी** – Entire job must be completed within 45 days from the date of issue of Purchase Order/LOA whichever is earlier.

**(C) Inspection Authority-** In-house inspection for entire work will be carried out by Shop-in-charge of SBS / Shop-in-charge of Mechanical Maintenance dept. / GRSE Main works or any officer nominated by him.

## **ARTICLE 7 अनुच्छेद-7: JOB EXECUTION कार्य निष्पादन:**

Job is to be carried out strictly as per SOTR and in case of doubt, instructions of the shop-in-charge (SBS/ Mechanical Maintenance dept.) to be followed.

## **ARTICLE 8 अनुच्छेद-8: GURANTEE & WARRANTEE गारंटी एवं वारंटी:**

The service provider has to submit valid calibration certificate and warrantee certificate for period of 01 (one) year from the date of successful installation & commissioning of 02 nos. Pressure Control Station along with supply of spares. In case of any defective performance or malfunction will be found within the warrantee period, vendor has to resolve the same in free of cost within 72 hours of reporting, otherwise penalty will be applied as per prevailing rate. The penalty so calculated shall be recovered from the Security deposit or Performance bank guarantee of the vendor.

## **ARTICLE 9 अनुच्छेद-9: PRICE मूल्य:**

Price quoted will be firm and fixed for the entire contract period till completion of the work. Price is to be quoted without taxes & duties. GST is to be indicated separately in the Invoice and will be paid extra. No escalation whatsoever will be considered under any circumstances within the stipulated period of contract.

## **ARTICLE 10 अनुच्छेद-10: ESCALATION मूल्य वृद्धि - Not Applicable**

## **ARTICLE 11 अनुच्छेद-11: UNREASONABLE QUOTES अतर्कसंगत भाव:**

- i. In case the price of L-1 Bidder is found to quote unreasonably low and/or express desires to withdraw from the tender then such bid will be cancelled and EMD will be forfeited and punitive action will be taken in line with the provision as per GRSE Vendor policy.
- ii. However, in case the L1 Bidder agrees to take-up the job with such unreasonable low quote, lower by 30% or more than estimate and also if the difference in price between L1 & L2 is 30% or more, then the quoted price to be analyzed w.r.t. tender requirement and if the L1 bidder fails to justify their quoted rate, the obtained L1 quote will be rejected.
- iii. If justification is acceptable to GRSE, then Bidder have to submit a declaration to execute the job till satisfactory completion of entire contract. In case of breach of contract, GRSE shall reserve the right to impose Tender Holiday for a period of at least 03 years.

**ARTICLE 12 अनुच्छेद-12: OFFER VALIDITY प्रस्ताव की वैधता:**

Offer should be valid for 90 days from the date of opening of Part-I bid i.e. Techno-commercial bid. Under exceptional circumstances GRSE may request for extension of price validity, beyond 120 days against valid reason.

**ARTICLE 13 अनुच्छेद-13: CONDITIONAL OFFER सशर्त प्रस्ताव:**

Conditional offers w.r.t. SOTR will not be accepted. However, in case the bidder wishes to deviate from any/ some commercial Terms & conditions, then separate deviation statement has to be uploaded along with Part-I bid. However, GRSE reserves the right to accept / reject the deviations / bid with deviations after giving reasonable opportunity to the Bidder. If the deviation is acceptable to GRSE, then suitable loading for such deviation on the price quoted by the bidder will be considered (during TNC/CNC proceedings) prior to determine the L1 price.

**ARTICLE 14 अनुच्छेद-14: DETERMINATION OF L1 एल-1 का चयन:**

L1 bidder will be decided on lowest quoted price **in totality basis**. However, in case of loading the price due to any deviation against the tender, GRSE will evaluate L1 bidder offline, considering suitable loading factor for such deviation on the quoted price.

**ARTICLE 15 अनुच्छेद-15: BOQ बी ओ क्यू:**

BOQ as part of SOTR given in the tender is tentative. It may vary according to actual requirement of job during the entire period of contract. The Bidder has to execute the required quantity at same Rate, Terms & Conditions. However the Contractor will be paid based on actual quantity executed as per certification of GRSE.

Quantity may be increased or decreased as per requirement of GRSE Transport Dept.

**ARTICLE 16 अनुच्छेद-16: OPENING OF BIDS निविदा खुलना -**

Part I (techno-commercial) bid will be opened on the date declared in NIT. Part II bid will be opened post techno-commercial evaluation by GRSE. Price bid of only those who qualify techno-commercially will be opened. Opening date of Price Bid will be intimated accordingly to all qualified bidders. Disqualified bidders, either during technical assessment or commercial discussion will also be intimated about their non-consideration for farther processing. If any bidder qualifies for trial order, price bid of such bidder shall not be opened prior to successful completion of trial. Trial order will be awarded at established rate.

**ARTICLE 17 अनुच्छेद-17: MICRO & SMALL ENTERPRISES सूछम एवं छोटे उद्योग -**

- a) The 'Public Procurement Policy for Micro & Small Enterprises (MSEs) Order, 2012' and subsequent amendments / guidelines / press publications / circulars to the Order, as issued by the Ministry of MSME, shall be applicable as on the date of opening of the price bids.
- b) The bidders are advised to check the website of the Ministry of MSME for details of the amendments / circulars issued by the Ministry of MSME.
- c) Class A and B items are to be considered as non-divisible within the same class of ships and tender is to be awarded on a single bidder on totality basis unless there is any specific clause in the tender enquiry to indicate divisibility of the tendered quantity.

**ARTICLE 18 अनुच्छेद-18: AWARDING JOBS TO MULTIPLE BIDDER बहुल बिडर के लिए ठेका कार्य:**  
Not Applicable.

**ARTICLE 19 अनुच्छेद-19: ELIGIBILITY CRITERIA पात्रता के मापदंड -**

**(A) Technical Criteria :- As per SOTR as follows:**

- i. Bidder should depute knowledgeable, trained, experiences and skilled persons along with dedicated supervision at site during the execution of job. (details as per Annexure-3).
- ii. Bidder should have carried out the similar job (As indicated in scope of work of the SOTR) earlier in last five years in any Govt. organization/ PSU/ SEBI listed company and valid credentials for the same has to be submitted with Techno-Commercial bid.
- iii. Supporting documents meeting Technical eligibility criteria as detailed in SOR to be submitted along with the Part-I bid. All documentary evidences such as relevant past performance, job completion certificates, order copies, etc.to be submitted with **Annexure - 3** attached with the NIT.

**(B) Financial Eligibility Criteria:-** Not Applicable

**(C)** The bidder should give self-certification (as per Annexure-4) that they have neither been Blacklisted nor have received any tender holiday from any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations during last 03 (three) years ending on 30.04.2022. The bidder has to submit self-certification for the same along with the techno-commercial offer. GRSE reserves the right to independently verify the same. In case violation of declaration is detected at any stage of tender process and during currency of contract, the order will be terminated.

- Note: a) If any bidder has been black listed by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations, then the bidder is not eligible to participate in this tender. If any discrepancy is detected at any stage of the tender, then the offer submitted by the bidder / contract awarded to the bidder will be cancelled and EMD/SD shall be forfeited and appropriate action will be taken in accordance with the vendor policy of GRSE.
- b) If any bidder has been 'Put on Tender Holiday' by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations, then this fact must be clearly stated and it may not necessarily be a cause for disqualifying them.
- c) In case of non-submission of the self-certification document as per format at Annexure-4, the bidder will be treated as non-responsive and their offer will be rejected.

**Note:** Requisite formats attached with NIT as **Annexure 3 & 5** to be filled up by the bidders in support of above eligibility criteria and submit the same along with the Techno-Commercial bid with documentary evidences.

## **ARTICLE 20 अनुच्छेद-20: INSTRUCTION TO THE BIDDERS बिडर हेतु अनुदेश -**

1. Before submitting a bid, bidders are expected to examine the Bid Documents carefully, if they desire, may visit the work front, fully inform themselves of existing conditions and limitations including all items described in the Bid Documents. NO consideration will be granted for any alleged misunderstanding or the materials to be furnished, work to be performed or actual considerations to complete all work and comply with conditions specified in the Bid Document.
2. Any qualified deficiency, errors, discrepancies, omissions, ambiguities or conflicts in the Bid Documents, or there be any doubts as to the meaning of a provision or requirement, the same shall immediately brought to notice of GRSE Tendering Dept. in writing not less than 07 days prior to bid closing date.
3. It is understood that in receiving this bid, GRSE assumes no obligation to enter into a contract for the WORK covered by this bid request. GRSE reserves the right to reject any and all unqualified proposals or waive irregularities therein. GRSE reserves the right to evaluate each and every proposal and accept the whole or any part of the tender and the Tenderer shall be bound to perform the same at the rates quoted.

GRSE also reserves the right to reject any and all bids and accept the bid, which in its opinion, appears to be most advantageous to GRSE. Receipt and review of this Bid Request constitutes an agreement of confidentiality between GRSE and each of the contracting Firms preparing its Bid. GRSE reserves the right to change the form of this request to Bids, or make clarifications thereto, within a reasonable time before date of submission of Bids.

4. General Contractors assume all safety related responsibilities for the site and will furnish and maintain its own safety program for itself and its subcontractors. Contractor are bound to comply with all applicable Environmental, Health & Safety rules, regulations, policies, procedures and guidelines when performing work in the facility or site.
5. Bidders objecting on any grounds to any bid specification or legal requirements imposed by these bidding documents shall provide written notice to GRSE within 10 calendar day from the day bid document was made available to public. Failure of a bidder to object in the manner set forth in this paragraph shall constitute and irrevocable waiver of any such objection.
6. Job is to be carried out as per SOTR and instruction of the Engineer in-charge.
7. Any Drawings or technical information attached / provided with this NIT is the Intellectual Property of the Company and will be governed by the specific Acts applicable thereto.
8. Post submission of Tender, such drawings and technical information are to be physically returned. Also all soft copies are to be destroyed and a self-certification to be submitted during CNC, failing which the processing of bid will not be taken further.
9. Contractors are responsible to clean up the area of work w.r.t. all sort of debris generated on daily basis. If they fail to do so GRSE reserves the right to perform the cleaning activity and charge the contractor with penalty of up to 25%.

10. Bidder has to declare, in what capacity he is participating in the tender viz PSU, Limited Co, Pvt. Ltd. Co., Sole Proprietorship Organization, Partnership firm, Joint Venture, etc. Supporting documents (scanned copy) confirming such status to be uploaded as attachment to Part I bid.
11. A Bidder is allowed to submit only one Bid under any capacity / status.
12. GRSE will follow the guidelines & directives as promulgated by GOI post COVID 19 pandemic outbreak. All the qualified bidders have to quote considering the same accordingly.
13. Difficulty in submitting the bid:
  - a) Any query/difficulty in understanding of SOTR or other technical terms may be got clarified from **Mr. Nitin Johar, DM (ES-MM)**, e-mail: [Johar.Nitin@grse.co.in](mailto:Johar.Nitin@grse.co.in) prior to submission of offer.
  - b) Any difficulty in submitting / uploading of e-tender or for any system help **Mr. Saraswata Palit, SM** (GRSE E-PROCUREMENT) e-mail/ [Palit.Saraswata@grse.co.in](mailto:Palit.Saraswata@grse.co.in) / GRSE Service Provider M/s. NIC personnel may be contacted [Land line no: 033 24893902]
14. **E-mail Address for communication** संचार हेतू ई. मेल पता: Vendor to provide e-mail address to enable faster communication.

#### **ARTICLE 21 अनुच्छेद-21: e-BID INSTRUCTION ई बिड के अनुदेश -**

- a) To participate in the e-Bid submission for GRSE, it is mandatory for the bidders to get their firms registered with E-Procurement portal <http://www.grse.in/etender> or <https://eprocuregrse.co.in>
- b) It is mandatory for all bidders to have class – III Digital Signature Certificate (DSC) in the name of the person who will digitally sign the bid from any of licensed Certifying Agency (CA). Bidders can see the list of licensed CAs from the link <http://www.cca.gov.in>.
- c) Bidders can view / download Part-1 (Techno-Commercial) bid documents along with all attachments. They need to fill up the downloaded documents as per instruction and upload the same during bid submission. Non-acceptance of any techno-commercial criteria is discouraged. However, if there is any, it is to be commented accordingly and also stated in the separate deviation format.
- d) Bidders need to fill up Part II (Price) bid online in HTML price bid format by inserting unit price only. No other attachment to the price bid will be reckoned.
- e) In case the bidder does not quote his rate for any item(s), it will be presumed that the bidder has included the cost of that/those item(s) in the rates of other items and the rate for such item(s) shall be considered as **Zero** and the tender will be evaluated by the Employer accordingly and the work executed by the successful bidder accordingly.
- f) Bids can be submitted only during validity of registration of bidder with GRSE e-Procurement portal.



- g) The amendments / clarifications to the bid document, if any, will be posted on E-Procurement portal / GRSE web site only.
- h) It will be the bidder's responsibility to check the status of their Bid on-line regularly after the opening of bid till award of work.
- i) **AMENDMENT OF TENDER DOCUMENT**
- i. Before the deadline for submission of tenders, the Tender Document may be modified by GRSE Ltd. by issue of addenda/corrigendum. Issue of addenda / corrigenda will however be stopped 7 days prior to the deadline for submission of tenders as finally stipulated.
  - ii. Addendum/corrigendum, if any, will be hosted on website / e procurement portal and shall become a part of the tender document. All Tenderers are advised to see the website for addendum/ corrigendum to the tender document which may be uploaded up to 7 days prior to the deadline for submission of Tender as finally stipulated.
  - iii. To give prospective Tenderers reasonable time in which to take the addenda/ corrigenda into account in preparing their tenders, extension of the deadline for submission of tenders may be given as considered necessary by GRSE.
- j) GRSE will follow the guidelines & directives as promulgated by GOI post COVID 19 pandemic outbreak. All the qualified bidders have to quote considering the same accordingly.

**ARTICLE 22 अनुच्छेद-22: BID REJECTION CRITERIA बिड अस्वीकृति के मापदंड -**

Following bid rejection criteria may render the bids liable for rejection:

1. Bidder's failure to furnish sufficient or complete details for evaluation of the bids within the given period which may range in between two to three weeks depending on the deficiencies noticed in the drawings / technical data which shall not however conflict with validity period.
2. Incomplete / misleading / ambiguous bid in the considered opinion of the Technical Negotiation Committee (TNC) of GRSE.
3. Bid with technical requirements and/or terms not acceptable to GRSE / Customers / External agency nominated, as applicable.
4. Bid received without qualification documents, where required as per the tender.
5. Bid not meeting the pre-qualification parameters / criteria stipulated in the Tender Enquiry.
6. Bid with validity expiry date shorter than that specified in the Tender Enquiry.
7. EMD validity period is shorter than specified in the tender enquiry.
8. Bidders have indicated / attached / shown any price anywhere else other than as per provision in e-portal [Art.21 (d)], then offer will be treated as cancelled.

9. Bidders who have not agreed for the fixed price till the validity of the tender or have quoted the variable price.
10. Bidder not agreeing for furnishing of the required Security Deposit (SD).
11. Bidders not submitting Original Bid Security Declaration within 7 GRSE working days from the tender closing date.

**ARTICLE 23 अनुच्छेद-23: POST AWARD APLICABLE CLAUSES ठेका जारी करने के पश्चात लागू उपधारा:**

**i. Security Deposit प्रतिभूति जमा :**

Non-interest bearing security deposit of 3% of total order value against each work order is to be deposited in the form of DD / BG within 15 days of receipt of Purchase Order. The clause is elaborated at clause 03 of STAC (Enclosure – 2).

**ii. Work Done Certificate (W.D.C.) कार्य पूर्ति प्रमाण-पत्र (डबल्यू.डी.सी)-**

Work Done Certificate shall be prepared by the Service provider / Contractor as per prescribed format of GRSE after completion of job which shall be certified by Shop-in-charge of SBS & Shop-in-charge of Mechanical Maintenance dept./Main Works on submission of service report along with WDC.

**iii. Bill Submission बिल प्रस्तुति:**

Bills are to be submitted with obtaining WDC, bills to be raised in line order terms. Bills are to be submitted in sealed envelope super-scribing on the envelope the Purchase Order No., Vendor code, Bill / Invoice No., Name of person / employee to whom (here Mechanical Maintenance dept.) bill is addressed, for processing.

**iv. Payment Terms भुगतान की शर्तें:**

Payment will be as follows:-

- (a) 97% payment with full service tax will be released after completion of total work within 30 days of receipt of bill duly certified by GRSE maintenance dept. & User shop/ dept. or nominated representatives, with supported with satisfactory Work Done Certificate duly certified by WDC Certifying Authority.
- (b) Balance 3% payment will be released after completion of guarantee period or on submission of Performance Bank Guarantee of equivalent amount valid till expiry of Guarantee period.

v. **Penalty हर्जाना**

Penalty of 0.5% to maximum up to 5% on bills will be charged, if vendor is unable to deliver the system within given time frame from ES Dept. and same will be deducted from bills at same time.

vi. **Risk Purchase जोखिम खरीद**

In case the progress of work is not satisfactory and the contractor fails to maintain the schedule, GRSE reserves the right to get the work done by alternative source at the risk and cost of sub-contractor.

GRSE shall be at liberty to purchase/obtain the service from the alternative source as it deems fit, to make good such default and or in the event of the contract being terminated, the balance of the remaining service to be delivered there under. Any excess over the job price / service rates, paid and incurred by GRSE, as the case may be, over the contract price shall be recoverable from the firm. To make good the recoverable excess amount paid, GRSE shall be at liberty to invoke Bank Guarantee and/or with other available dues of the firm.

vii. **Time of completion shall always be considered as essence of the contract / PO (कार्य समापन अवधी निविदा का मूलतत्व)** and cannot be extended for any reason whatsoever.

However, in an unlikely situation beyond the control of the contractor, application for extension of due time shall be submitted by the Contractor, 1 Month in advance with proper justification duly endorsed by Engineer In-charge / PL of GRSE. Please note LD will be levied for the unexecuted portion for such time extension.

viii. **Increase in quantity or introduction of items is strictly prohibited under any circumstances** मात्रा में वृद्धि या प्रवेशन किसी भी परिस्थिति में अमान्य -

However, in an unlikely situation for completion of the job in all respect demand a minor increase of quantity or item, the same has to be brought to the notice to the Engineer In-charge/PL, in writing, sufficient time in advance. Only on approval / amendment of PO/ Contract in writing and in advance has to be considered for this additional quantity or item. Contractor should not do any such additional work on verbal clearances of any Authority of GRSE. No post facto approval request for such deviation will be accepted.

**ARTICLE 24 अनुच्छेद 24: SUBMISSION OF BID बिड की पेशी -**

1. Last date of submission of Bid / Date of opening of bid is indicated in Tender Document. Tender is liable to be rejected if all the requisite documents are not enclosed with the Part I, Techno-Commercial offer.
2. Date of opening of Part II offer i.e. Price Bid will be notified to all Techno-Commercially qualified bidders in due course after conclusion of TNC/CNC meetings and acceptance of Techno-Commercial offer. After opening of e-Price bids, the techno-commercially qualified bidders can view the System Generated Price Comparison Sheet from their own portal.

3. GRSE reserves the right to accept / reject any Tender in full or in part without assigning any reason.
4. Acceptance Format Matrix should be filled up and attached with techno-commercial bid as marks of acceptance of NIT/SOTR/STAC. In case of non-receipt of filled in STACs acceptance format matrix, it would be presumed that you have accepted all our terms & conditions as per GRSE tender until & unless deviation is specially mentioned in offer.

**ARTICLE 25 अनुच्छेद 25: PRE BID MEETING बोलीपूर्व बैठक - Not Applicable.**

**A. J. KANDIR**  
**SR. MGR (Contract)**  
**Garden Reach Shipbuilders & Engineers Limited**  
**43/46, Garden Reach Road, Kolkata - 700 024**

<b>GRSE Ltd.</b>	<b>SOTR FOR INSTALLATION &amp; COMMISSIONING OF 02 NOS. PRESSURE CONTROL STATION INCLUDING SUPPLY OF ITEMS INSTALLED AT SBS AT GRSE/ MAIN WORKS</b>	SOTR No. ES/MM/SBS/01 Rev. No. : Nil
Location. : SBS		Date: 21 Jan 2022 Rev Date : NA
Total No. of Pages : 3		Prepared by: DM (ES-MM) Approved by: AGM (ES)

**A) Scope of Work:**

1. Installation & Commissioning of 02 nos. Pressure Reducing cum Controlling Station (PCS) & Renovation of Manifold at Ship Building Shop in Main Works/GRSE along with supply and replacement of following spares/fittings as mentioned below:

- (a) High Pressure flexible hose (SS wire braided), Max pressure: 300 bar (Qty: 05 nos.)
- (b) Stainless Steel Ball valve (Shutoff valve) (Dia 20 NB, threaded end) (Make: Venus/ESAB) (Qty: 08 nos.)
- (c) Pressure Gauge (Stainless Steel body, Acetylene application), Pressure range: 0-10 Kg/cm<sup>2</sup> (Make: Wika/ Stauff) along with valid certification certificate for 01 year (Qty: 03 nos.)
- (d) Stainless Steel Ball Valve (Shutoff valve) (Dia 40 mm threaded end) (Make: Venus/ESAB) (Qty: 03 nos.)
- (e) Stainless Steel pipe, frame & fasteners materials etc. (Qty: 01 LS)

**B) Manpower Requirement:**

1. Sufficient manpower to be deployed for execution of the said job.

**C) Qualification Criteria:**

1. Vendor should depute Knowledgeable, trained, experienced and skilled persons along with dedicated supervisor at site during the execution of job.
2. Vendor should have carried out the similar job earlier in last five years in any Govt. organization/ PSU/ SEBI listed company and valid credentials for the same has to be submitted along with the tender documents.

**D) GRSE Scope of Supply:**

1. Material handling equipment (if required) like forklift, crane, hydra etc. shall be provided by GRSE at free of cost.
2. Electrical connection and water supply as and when required will be provided by GRSE at free of cost as per site requirement.
3. Necessary gate pass arrangement for personnel's shall be arranged by GRSE with prior intimation to HR Dept./Shop In-charge of Mechanical Maintenance dept. vide mail or telephone.
4. 02 nos. new Pressure Controlling Station (PCS) will be supplied by GRSE.

Nitin

5. Welding rod (SS), DA, Oxygen & Argon cylinders will be provided by GRSE.

**E) Quality Control:**

1. Job will be certified by AGM (ES)/Main Works or any officer nominated by him.

**F) Quality Inspection:**

1. In-house inspection for entire scope of work as mentioned in Clause A) will be carried out by Shop In charge of SBS/Shop In charge of Mechanical Maintenance dept./GRSE Main Works or any officer nominated by him.

**G) Vendor Scope of Supply:**

1. Supply of spares as mentioned in para 1 of Clause A) and thus replacement of the same by a new one in appropriate position.
2. Servicing of items as mentioned in para 1 of Clause A).
3. Pre-Maintenance pressure test of DA pipe line with Oxygen/Argon gas. In case of any leakage found in the pipe, same has to be arrested by the vendor.
4. After installation of spares in position as mentioned in para 1 of Clause A) including 02 nos. PCS and servicing of items, Commissioning of whole system including trial & testing is to be done by Oxygen/Argon gas.
5. Design & drawing of entire acetylene system including new PCS, manifold, extension line, and acetylene distribution system at building berth to be submitted to GRSE reps.
6. Dismantling of old PCS (02 nos.) (Donkin Regulator) including pressure control valve (Donkin Regulator), pressure sensing/metering line, pressure gauge line etc. and thus replacement of the same by a new one.
7. Installation & Commissioning of 02 nos. Pressure Reducing cum Controlling Station (PCS) at Ship Building Shop in Main Works/GRSE. The PCS shall be connected with manifold & downstream lines for proper functioning of DA plant.
8. Valid calibration certificate (for one year) and warranty certificate (for one year) for spares as mentioned in para 1 of Clause A) has to be submitted along with the supply of spares.
9. All travelling & other expenses of vendor representative to GRSE site shall be arranged by the vendor at his own cost.
10. All tools & tackles, lubricants, consumables and welding machine required for completion of the job shall be arranged by the vendor at their own cost.
11. Commissioning report to be duly signed by Shop In charge/SBS and thereafter it has to be submitted to Shop In charge/ Mechanical Maintenance dept. after successful trial and commissioning of the whole system.
12. Duly signed & stamped challan copy for materials by CISF & GRSE reps. to be submitted to Shop In charge/ Mechanical Maintenance dept. for further proceedings.
13. Site inspection (if required) can be done by the vendor before delivering of the spares at GRSE/Main works and commencing of the job.

*Nithu*

**H) WDC:**

1. Vendor has to submit Work Done Certificate (WDC) as per the prescribed format of GRSE after completion of job which shall be certified by Shop In charge of SBS & Shop In charge of Mechanical Maintenance dept./Main Works on submission of service report along with WDC.
2. After certification & BTN, bill has to be submitted to Shop In charge of Mechanical Maintenance dept./Main Works for further proceedings.

**I) Delivery Schedule:**

1. Job has to be started after 07 days after issue of LOA/ Purchase Order whichever is earlier.
2. Entire job as mentioned in Clause no. A) has to be completed within 45 days from the issuing of LOA/ PO whichever is earlier.

**J) Special Terms & Conditions:**

1. Single Purchase order should be placed to the vendor for Installation & Commissioning of 02 nos. PCS along with supply & replacement of spares as mentioned in Clause A).
2. Guarantee/Warranty period for materials as mentioned in para 1 of Clause A) for 12 months from the date of commissioning. Valid certificate for the same should be furnished along with supply of items.

Nitin



**FORMAT FOR EXECUTED RELEVANT JOBS DURING LAST 05 YEARS**

1. **Name of the Bidder:**

2. **Job Description:**

3. **Tender Reference:**

**(A) Details of Executed relevant jobs (During last 05 years ending on 31<sup>st</sup> March, 2022):**

Sl. No.	Description of Executed relevant jobs	Order No. & Date (Supporting soft or, hard copy to be submitted)	Start & Completion date as per Order	Actual start date	Actual Completion Date	Order placed by	Scope of work for executed contract (To quantify )	Details of Resources Deployed	Work completion certificate Ref. No. & date (Supporting soft or, hard copy to be submitted)

(Signature of Authorized Representative)

Date:

Name:

Designation:

*Note: Please add additional pages if required*





**FORMAT OF SELF-CERTIFICATION FOR DECLARATION REGARDING BLACKLISTING/  
TENDER HOLIDAY**

*(To be submitted in Company's Letterhead)*

I / We, Proprietor/ Partner(s)/ Director(s) of M/s. ----- hereby declare that our firm/company namely M/s.----- have neither been blacklisted nor have received any tender holiday by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations during last 03 (three) years ending on 30.04.2022 from taking part in Government tenders.

**Or**

I / We Proprietor/ Partner(s)/ Director(s) of M/s. ----- hereby declare that our firm/company namely M/s.----- has received tender holiday from M/s.----- (name of PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations) from taking part in Government tenders for a period of ----- months w.e.f.----- to ----- (date). The period is over on ----- (date) and now our firm/company is entitled to take part in Government tenders. (relevant withdrawal/revocation document is attached).

In case the above information are found inappropriate, I/We are fully aware that the offer submitted by our firm / contract awarded to our firm/company namely M/s ----- will be rejected/cancelled by M/s GRSE, and EMD/SD shall be forfeited and appropriate action will be taken in accordance with the vendor policy of GRSE.

Signature -----

Name -----

Designation: -----

Name & address of the firm: -----

Signature of Bidder with Seal.

<b>CHECK LIST FOR BILL SUBMISSION - for Service Contracts</b>				
<b>A.</b>	<b>GENERAL PARTICULARS: (to be checked and submitted by Contractor/Vendor)</b>			
A.1	BTN (as per BTS System):-			
A.2	Invoice No and date / E-Invoice No. & Date (if applicable for the vendor) (Original & in triplicate)			
A.3	PO Number			
A.4	Name of Vendor			
A.5	Location of work :	MW / RBD/ FOJ/ TU / 61Park/Vendor's premises		
<b>I. For RA Bill (Running/Progressive bill) (Put ✓ Mark)</b>		<b>YES</b>	<b>NO</b>	<b>NA</b>
A.6	PO Number and date verified with Invoice:			
A.7	Vendor Name & Address in Invoice verified with Purchase Order:			
A.8	Vendor Code as in PO verified with Invoice:			
A.9	Original certified WDC enclosed :			
A.10	Whether WDC is Certified by the Authorized Person as per PO / SOTR with Rubber Stamp			
A.12	HSN/SAC code is as per PO			
A.13	GSTIN No. is as per PO			
A.14	GST % is as per PO			
A.15	Security Deposit (SD) submitted as per PO			
A.16	PBG of equivalent amount submitted, as per PO			
A.17	Compliance of Statutory Liabilities of labour as per PO			
<b>II. Applicable for Final/Balance Bill (Put ✓ Mark)</b>				
A.20	Certified Job Completion Certificate (JCC) enclosed			
A.21	MRS as per PO terms enclosed (If applicable)			
A.22	Guarantee Period (GP) expired as per PO term			
A.23	PBG of equivalent amount submitted, if GP is not over (If Yes, copy to enclose with the bill)			

\_\_\_\_\_  
Signature of Vendor's representative  
with Seal/Stamp

**Note:** Transaction fee of Rs. 500.00 for first return & Rs. 1000.00 for subsequent return of bill with inappropriate documents will be charged.

<b>CHECK LIST FOR BILL SUBMISSION - for Service Contracts</b>				
<b>For GRSE Use Only</b>				
<b>B.</b>	<b>To be checked and verified by Bill certifying authority (Put ✓ Mark)</b>	<b>YES</b>	<b>NO</b>	<b>NA</b>
B.1	Whether Bill has been forwarded through BTS			
B.2	Whether WDC is Certified by the Authorized Person as per PO / SOTR with Rubber Stamp			
B.3	Job starting & Completion Date (Schedule & Actual) indicated in WDC			
B.4	Certification of Penalty/ Recovery from bill indicated in WDC, if applicable			
B.5	Whether Bill is Certified by the Authorized Person as per PO / SOTR with Rubber Stamp			
B.6	Certification of Penalty/ Recovery from bill as per WDC, if applicable			
B.7	Service Entry Sheet(SES)/GR in line with WDC, PO & Invoice			
	<b>For Final/Balance Bill (Put ✓ Mark)</b>			
B.8	Certified MRS copy as per PO terms enclosed (If applicable)			
B.9	Guarantee Period (GP) expired as per PO term and JCC			
B.10	PBG copy of equivalent amount till GP validity enclosed(if GP is not over)			

\_\_\_\_\_  
Signature of GRSE Bill Certifying Authority  
with Designation