



# Garden Reach Shipbuilders & Engineers Limited

(A Govt. of India Undertaking, Under Ministry of Defence)

61, Garden Reach Road, Kolkata – 700 024

Phone :: (033) 2469 8100-8113

Fax No. :: (033) 2469 2020

Home Page :: www.grse.in

CIN No. :: L35111WB1934GOI007891

GST Registration No. 19AAACG9371K1Z4

## **:: NOTICE INVITING TENDER ::** **(LIMITED TENDER - REVERSE AUCTION)**

### **ITEM : SUPPLY OF “LOG BOOKS” FOR GRSE SVL PROJECT, YARD NO. 3025**

#### **E-TENDER NO.: PUR/AS/SVL/LT/LOGBOOKS/RA-2034**

<b>Indent No.</b>	<b>1000049619 &amp; 1000049924</b>
<b>Yard No.</b>	<b>3025</b>

<b>SL.</b>	<b>DESCRIPTION</b>	<b>BOOK SIZE</b>	<b>QTY</b>	<b>UNIT</b>
1.	EXPLOSIVE LOG BOOK-200 PAGES	A4	1	EA
2.	MAGAZINE KEY REGISTER-200 PAGES	A4	2	EA
3.	SMALL ARMS AMMUNTN EXPENDITURE BOOK-200 PAGES	A4	1	EA
4.	AMMUNITION EXPENSE BOOK-200 PAGES	A4	1	EA
5.	DEPT. KEY REGISTER-200 PAGES	A4	2	EA
6.	GUNNERY LOG & PROGRESS BOOK-200 PAGES	A4	2	EA
7.	TY LOAN BOOK-200 PAGES	A4	1	EA
8.	RECORD OF DAILY MUSTER_SMALL ARMS-200PGS	A4	2	EA
9.	PRIVATE ARMS REGISTER-200 PAGES	A4	1	EA
10.	RECORD_SMALL ARMS ISSUE REGISTER-200PGS	A4	1	EA
11.	RECORD_GUNNERY NOS,CNOS,BRS,INBRS-200 PGS	A4	1	EA
12.	MASTER RECORD_GUNNERY EQUIPMENT-200PGS	A4	1	EA
13.	QA WORK BOOK-200 PAGES	A4	1	EA
14.	DEFECT BOOK-200 PAGES	A4	1	EA
15.	SMALL ARMS GRADING REGISTER-200 PAGES	A4	2	EA
16.	RECORD OF COMPETENCY CERTIFICATE-200 PGS A4	A4	2	EA
17.	KEY ISSUE REGISTER-200 PAGES	A4	2	EA
18.	SMALL ARMS/AMMUNITN HO TO REGISTR-200 PGS	A5	5	EA
19.	PISTOL HO TO REGISTR_SECURITY CHIEFS -200 PGS	A5	5	EA
20.	COMPETENCY CERTIFICATE-1 PAGE CARD	CARD	200	EA
21.	BLANK FOLDER FOR GUNNERY STANDING ORDER		1	EA
22.	RECORDS_DEFECTS DEVELOPED&MADE GOOD-200 PGS	A4	2	EA
23.	ASW NOISE MONITORING LOG BOOK-200 PAGES	A4	2	EA
24.	ASW XBT EXPENSE BOOK-200 PAGES	A4	2	EA
25.	ASW TRAINING LOG BOOK-200 PAGESN	A4	2	EA
26.	ASW SHOPS REGISTER-200 PAGES	A4	2	EA
27.	AIRCRAFT RECOGNITION BOOK-200 PAGES	A4	2	EA



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SL.	DESCRIPTION	BOOK SIZE	QTY	UNIT
28.	SMALL ARMS TRAINING BOOK-200 PAGES	A4	2	EA
29.	ASW DEFECT BOOK-200 PAGES	A4	2	EA
30.	ROUGH DEFECT BOOK-200 PAGES	A4	1	EA
31.	HULL POTENTIAL LOG BOOK (ICCP)-200 PAGES	A4	1	EA
32.	DAILY WORK BOOK-200 PAGES	A4	1	EA
33.	HULL SURVEY REGISTER-200 PAGES	A4	1	EA
34.	HMPs & VMPS ATTENDANCE BOOK-200 PAGES	A4	1	EA
35.	HMPs & VMPS WORKBOOK-200 PAGES	A4	1	EA
36.	NEW HZS SENSOR CALIBRATION RECORD BOOK-200	A4	1	EA
37.	MAIL OUT-200 PAGES	A4	1	EA
38.	MAIL IN-200 PAGES	A4	1	EA
39.	DOP REGISTER-200 PAGES	A4	1	EA
40.	DIVISIONAL OFFICER INTERVIEW REGISTR-200	A4	1	EA
41.	DIVISIONAL REQUEST BOOK-200 PAGES	A4	1	EA
42.	DART BOOK-200 PAGES	A4	1	EA
43.	SURVEY & DEMAND REGISTER-200 PAGES	A4	1	EA
44.	TY LOAN BOOK-200 PAGES	A4	1	EA
45.	APT LOG BOOK-200 PAGES	A4	1	EA
46.	DRAUGHT RECORD BOOK-200 PAGES	A4	1	EA
47.	RECORD OF ALTERATIONS & ADDITIONS-200PGS	A4	1	EA
48.	DEPT. KEY BOOK-200 PAGES	A4	1	EA
49.	EMAPS-300 PAGES A3 SIZE	A3	1	EA
50.	SHIP HUSBANDRY TOOLS BOOK-200 PAGES	A4	1	EA
51.	RECORD OF OPDEF & CANCELLATIONS-200 PGS	A4	1	EA
52.	CHALK TEST RECORD BOOK-200 PAGES	A4	1	EA
53.	TRAINING RECORD BOOK-200 PAGES	A4	1	EA
54.	HVAC LOG BOOK-200 PAGES FS	FS	1	EA
55.	STP DEFECT BOOK-200 PAGES FS	FS	1	EA
56.	STP LOG BOOK-200 PAGES	A4	1	EA
57.	WEIGHT MANAGEMENT BOOK-200 PAGES FS	FS	1	EA
58.	COUNSELLING BOOK-200 PAGES	A4	1	EA
59.	HULL DEFECT BOOK-200 PAGES	A4	1	EA
60.	DECK MACHINERY LOG BOOK-200 PAGES	A4	1	EA
61.	SPM / OBS RECORD BOOK-200 PAGES	A4	1	EA
62.	ASE / GSE MAINTENANCE REGISTER-100PAGES	A4	1	EA
63.	AP AMENDMENTS REGISTER-100PAGES	A4	1	EA
64.	RED BOX CHARGING REGISTER-100PAGES	A4	1	EA
65.	FOD PARADE BOOK-100PAGES	A4	1	EA
66.	IMPORTANT DEFECT REGISTER-100PAGES	A4	1	EA
67.	EIGHT MONTHLY ROUTINE-100PAGES	A4	1	EA
68.	MONTHLY ROUTINE REGISTER-100PAGES	A4	1	EA
69.	WEEKLY ROUTINE REGISTER-100PAGES	A4	1	EA
70.	FLIGHT SAFETY REGISTER-100PAGES	A4	1	EA



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71.	STRUCTURAL SOUNDNESS OF HANGAR-100PAGES	A4	1	EA
72.	NEAR MISS REGISTER-100PAGES	A4	1	EA
73.	HELO DECK MAINTENANCE REGISTER-100PAGES	A4	1	EA
74.	RED BOOK-100PAGES	A4	1	EA
75.	AUTHORIZATION BOOK-100PAGES	A4	1	EA
76.	HELO DK FIRE FIGHTNG EXERCISE LOG BK-100	A4	2	EA
77.	PASSENGER MANIFEST BOOK-100PAGES	A4	2	EA
78.	LSO LOG BOOK-100PAGES	A4	2	EA
79.	MARSHALLER LOG BOOK-100PAGES	A4	2	EA
80.	TRAINING REGISTER-100PAGES	A4	2	EA
81.	SEAMANSHIP TRAINING LOG BOOK-100 PAGES	A4	2	EA
82.	JACKSTAY HISTORY BOOK-100 PAGES	A4	1	EA
83.	PAINT ISSUE REGISTER-100 PAGES	A4	2	EA
84.	BOATSWAIN STR DAILY ITEM ISSUE RGSTR-100 PAGES	A4	2	EA
85.	SURVIVAL & SAFETY BOOK-200 PAGES	A4	1	EA
86.	NO'S NOTE BOOK-200 PAGES A5 SIZE	A5	2	EA
87.	NAVYEO NOTE BOOK-200 PAGES A5 SIZE	A5	2	EA
88.	OOW NOTE BOOK-200 PAGES A5 SIZE	A5	4	EA
89.	PUNISHMENT BOOK-150 PAGES	A4	1	EA
90.	SAILING ORDER BOOK-150 PAGES	A4	1	EA
91.	DAT TAPE RECORDING LOG-150 PAGES	A4	1	EA
92.	HELO LOG BOOK-150 PAGES	A4	1	EA
93.	SENSOR PERFORMANCE LOG-150 PAGES	A4	1	EA
94.	LIBERTY BOOK-150 PAGES	A4	12	EA
95.	OPS ROOM NARRATIVE-150 PAGES	A4	1	EA
96.	NAVAREA IN FORCE FILE-150 PAGES	A4	1	EA
97.	OUTGOING BOOK-150 PAGES	A4	2	EA
98.	INCOMING BOOK-150 PAGES	A4	2	EA
99.	ECDIS CORRECTION LOG-150 PAGES	A4	1	EA
100.	SURVEY & DEMAND BOOK-150 PAGES	A4	1	EA
101.	RECORD OF MET INSTRUMENTS-150 PAGES	A4	1	EA
102.	ND DEPT. TRAINING LOG-150 PAGES	A4	1	EA
103.	GANGWAY OUT BOOK-150 PAGES	A4	2	EA
104.	GANGWAY IN BOOK-150 PAGES	A4	2	EA
105.	IN 83 REGISTER_HYDROGRAPHIC DOCU-150PGS	A4	1	EA
106.	DUTY ASHORE BOOK-150 PAGES	A4	1	EA
107.	MET OBSERVATION LOG-150 PAGES	A4	1	EA
108.	COMPASS COMPARISON LOG-150 PAGES	A4	1	EA
109.	REGISTER FOR HYDROGRAPHIC PUBLICATIONS-1	A4	1	EA
110.	ND DEPT. DEFECT BOOK-150 PAGES	A4	1	EA
111.	CHART CORRECTION LOG-150 PAGES	A4	4	EA
112.	NIGHT ORDER BOOK-150 PAGES	A4	1	EA
113.	RADAR RUNNING LOG-150 PAGES	A4	2	EA



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114.	CONFIDENTIAL CHART REGISTER-150 PAGES	A4	1	EA
115.	QUARTER MASTER LOG BOOK-150 PAGES	A4	2	EA
116.	KEY REGISTER-150 PAGES	A4	1	EA
117.	SEA & ACTION DEFECT BOOK-200 PAGES	A4	1	EA
118.	SHAKE UP ROUTINE BOOK-100 PAGES	A4	1	EA
119.	VISITORS BOOK-100 PAGES	A4	1	EA
120.	DOCKYARD WORKERS BOOK-100 PAGES	A4	1	EA
121.	NIGHT ROUND BOOK-100 PAGES	A5	2	EA
122.	SHIP'S LOG BOOK	A4	12	EA
123.	PTS APPROVAL REGISTER-NAVAL STORS-200PGS	A4	1	EA
124.	AUDIT OBJECTION REGISTER-200 PAGES	A4	2	EA
125.	SNAP CHECK REGISTER-200 PAGES	A4	2	EA
126.	ESL REGISTER-200 PAGES	A4	1	EA
127.	DEMAND REGISTER – DRY RATION-200 PAGES	A4	1	EA
128.	MONTHLY STOCK MUSTERING REGISTER-200 PGS	A4	1	EA
129.	GALLEY ISSUE REGISTER – FRESH-200 PAGES	A4	2	EA
130.	GALLEY ISSUE REGISTER – DRY-200 PAGES	A4	2	EA
131.	VARIETY REGISTER-200 PAGES	A4	1	EA
132.	PROPOSAL REGISTER-200 PAGES	A4	2	EA
133.	CONTINGENT BILL REGISTER-200 PAGES	A4	2	EA
134.	SANCTION REGISTER-200 PAGES	A4	2	EA
135.	WARDROOM ISSUE REGISTER – FRESH-200PAGES	A4	1	EA
136.	WARDROOM ISSUE REGISTER – DRY-200 PAGES	A4	1	EA
137.	OFFICER'S NOK REGISTER-200 PAGES	A4	1	EA
138.	I-CARD OFFICERS-200 PAGES	A4	1	EA
139.	BRING UP DIARY-200 PAGES	A4	1	EA
140.	INWARD MAIL REGISTER-200 PAGES	A4	2	EA
141.	OUTWARD MAIL REGISTER-200 PAGES	A4	2	EA
142.	DEPT. KEY REGISTER-100 PAGES	A4	2	EA
143.	SERVICE DOCUMENTS REGISTER-200 PAGES	A4	1	EA
144.	NAVAL STORES SURVEY REGISTER-200 PAGES	A4	2	EA
145.	NAVAL STORES DEMAND REGISTER-200 PAGES	A4	2	EA
146.	RIK REGISTER-200 PAGES	A4	2	EA
147.	EXTRA ISSUE REGISTER-200 PAGES	A4	2	EA
148.	SHIP'S GALLEY FOOD TASTING BOOK-300PAGES	A4	2	EA
149.	RATION RECEIPT REGISTER – DRY-200 PAGES	A4	1	EA
150.	RATION RECEIPT REGISTER – FRESH-200PAGES	A4	1	EA
151.	LP REGISTER GREEN MASALA-200 PAGES	A4	1	EA
152.	GALLEY EQUIPMENT INSTALLED REGISTR-100PGS	A4	2	EA
153.	WARDROOM-SUGGESTN&COMPLAINT BOOK-200PGS	A4	1	EA
154.	WARDROOM MESS GUEST REGISTER-200 PAGES	A4	1	EA
155.	WARDROOM MESS MEAL REGISTER-200 PAGES	FS	1	EA
156.	RECORD OF AUDIT OF SERVICE DOCU-200PAGES	A4	2	EA



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SL.	DESCRIPTION	BOOK SIZE	QTY	UNIT
157.	OFFICER'S GENFORM REGISTER-200 PAGES	A4	1	EA
158.	OFFICER'S LEAVE RECORDS-200 PAGES	A4	1	EA
159.	FORM 'D' REGISTER-200 PAGES	A4	1	EA
160.	MOVEMENT ORDER REGISTER-200 PAGES	A4	2	EA
161.	TRAVEL FORM REGISTER-200 PAGES	A4	2	EA
162.	RECORDS OF NOS/NIS/CNOS-200 PAGES	A4	2	EA
163.	REGISTER FOR RELEASE (SAILORS)-200 PAGES	A4	1	EA
164.	GCBS AWARD,RESTORATION&DEPRIVATN-200PGS	FS	2	EA
165.	WARRANT TICKET CANCELLATN REGISTR-200PGS	A4	2	EA
166.	DETAILS_DEATH IN HARNSS CASES_SAILRS-100	A4	1	EA
167.	EXTRA ORDER BOOK-200 PAGES	A4	1	EA
168.	WARDROOM MESS STOCK BOOK-200 PAGES	A4	2	EA
169.	WARDROOM WINE STOCK BOOK-200 PAGES	A4	2	EA
170.	PLL REGISTER-100 PAGES	A4	1	EA
171.	CONSUMABLE STORES LEDGER SHEET	A5	1,000	EA
172.	PERMANENT LOAN LEDGER SHEET	A5	2,000	EA
173.	DEMND ON THE SUPPLY OFFICR_NAVL STRS-100	A4	2	EA
174.	MESS A/C PAYMENTS RECEIPTS-200 PAGES	A4	2	EA
175.	WINE CASH A/C BOOK-200 PAGES	A4	1	EA
176.	WINE BILL-200 PAGES	A4	1	EA
177.	WINE BOOK-200 PAGES	A4	1	EA
178.	DAILY BAZAAR BOOK-200 PAGES	A4	2	EA
179.	CRV REGISTER-500 PAGES	A4	1	EA
180.	ARS REGISTER-200 PAGES	A4	1	EA
181.	TY LOAN BOOK-200 PAGES	A4	2	EA
182.	REPORT OF STOCK TAKING-200 PAGES	FS	2	EA
183.	DIVISIONAL RECORD SHEET	FS	200	EA
184.	TRANSFER VOUCHER REGISTER-200 PAGES	A4	2	EA
185.	LOSSES STATEMENT REGISTER-200 PAGES	A4	2	EA
186.	LEDGER BINDERS (RING FILE)		10	EA
187.	PLL BINDER COVERS (RING FILE)	A4	10	EA
188.	CASH A/C BOOK-300 PAGES	A4	5	EA
189.	SCRIBBLING PAD		50	EA
190.	TR VOUCHER REGISTER (IN)-400 PAGES	A4	1	EA
191.	TR. VOUCHER REGISTER (OUT)-400 PAGES	A4	1	EA
192.	CANTEEN STOCK BOOK-300 PAGES	A4	2	EA
193.	CANTEEN CASH DEPT. BOOK-300 PAGES	A4	2	EA
194.	CANTEEN DEMAND REGISTER-300 PAGES	A4	2	EA
195.	CANTEEN MUSTER REGISTER-300 PAGES	A4	2	EA
196.	NBCD DEFECT RECORD-200 PAGES	A4	2	EA
197.	SHIP'S DUPLICATE KEY REGISTER-200 PAGES	A4	2	EA
198.	EXERCISE / TRAINING LOG-200 PAGES	A4	2	EA
199.	NBCD FIXD/MAJR EQPT. INFRMTN&MAINTNC-200	A4	2	EA





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SL.	DESCRIPTION	BOOK SIZE	QTY	UNIT
200.	INCIDENT RECORD-200 PAGES	A4	2	EA
201.	NBCD PRTBLE EQPT INFORMATN&MAINTENCE-200	A4	2	EA
202.	PQS TEST RECORD-200 PAGES	A4	2	EA
203.	PORTABLE PUMP RUNNING LOG-200 PAGES	A4	2	EA
204.	SECURING STATION-200 PAGES	A4	2	EA
205.	WATER TIGHT INTEGRITY LOG-200 PAGES	A4	2	EA
206.	WELDING BURNING LOG-200 PAGES	A4	2	EA
207.	NBCD SHOP'S REGISTER-200 PAGES	A4	2	EA
208.	SAFETY INFRINGEMENT BOOK-200 PAGES	A4	2	EA
209.	SAFETY PQS TEST RECORD-200 PAGES	A4	2	EA
210.	SAFETY ITEMS ISSUE REGISTER-200 PAGES	A4	2	EA
211.	NBCD TY LOAN BOOK-200 PAGES	A4	2	EA
212.	NBCD KEY REGISTER-200 PAGES	A4	2	EA
213.	NBCD DEMAND & SURVEY REGISTER-200 PAGES	A4	2	EA
214.	DIVISIONAL REQUEST BOOK-200 PAGES	A4	2	EA
215.	RECORD OF OBM / GPIC MAINTENANCE-100 PGS	A4	1	EA
216.	OBM RUNNING HOUR LOG BOOK-100 PAGES	A4	1	EA
217.	SURVEY & DEMAND REGISTER-100 PAGES	A4	1	EA
218.	RECORD_CONSUMABLE&PERMANT DIVING-100PGS	A4	1	EA
219.	STORE PERIODC PRESSUR TESTNG&INTERNL-100	A4	1	EA
220.	INSPECTN RECORD_ALL HP DIVING CYLNDR-100	A4	1	EA
221.	AIR ANALYSIS BOOK-100 PAGES	A4	1	EA
222.	COMPRESSOR RUNNING HOUR LOG-100 PAGES	A4	1	EA
223.	COMPRESSOR MAINTENANCE REGISTER-100PAGES	A4	1	EA
224.	DIVING SAFETY CERTIFICATE-100 PAGES	A4	1	EA
225.	RECORD OF UNDERWATER INSPECTION-100PAGES	A4	1	EA
226.	RECORD OF UNQUALIFIED ATTENDANT-100PAGES	A4	1	EA
227.	DIVING TY LOAN BOOK-100 PAGES	A4	1	EA
228.	POL & PETROL CONSUMPTION LOG-100 PAGES	A4	1	EA
229.	RECORD_MAINTENANCE_BREATHNG APPARATS-100	A4	1	EA
230.	PRACTICAL DIVING (S-288)-100 PAGES	A4	1	EA
231.	DIVING MASTER LOG BOOK-100 PAGES	A4	1	EA
232.	DIVER'S ATTENDANCE BOOK-100 PAGES	A4	1	EA
233.	NON-SWIMMER'S BOOK-100 PAGES	A4	1	EA
234.	ANNUAL/SPECIAL MEDICL EXMTN:OFFICERS-200	A4	1	EA
235.	ANNUAL/SPECIAL MEDICAL EXMTN:SAILORS-200	A4	2	EA
236.	INJURY REPORT-200 PAGES	A4	1	EA
237.	LOW MEDICAL CATEGORY-200 PAGES	A4	1	EA
238.	OBESITY / OVERWEIGHT REGISTER-200 PAGES	A4	1	EA
239.	PRE FLIGHT MEDICAL EXAMINATION-200 PAGES	A4	1	EA
240.	BLOOD GROUP REGISTER-200 PAGES	A4	1	EA
241.	STD/HIV REGISTER-200 PAGES	A4	1	EA
242.	HOSPITAL ADMISSION REGISTER-200 PAGES	A4	1	EA



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SL.	DESCRIPTION	BOOK SIZE	QTY	UNIT
243.	ELIGIBLE COUPLE REGISTER-200 PAGES	A4	1	EA
244.	IN MAIL / OUT MAIL-200 PAGES	A4	1	EA
245.	MMF-200 PAGES	A4	2	EA
246.	FOOD HANDLRS MONTHLY MEDCL EXAMNTN-200PG	A4	1	EA
247.	DAILY WATER TESTING-200 PAGES	A4	1	EA
248.	HOSPITAL VISIT-200 PAGES	A4	1	EA
249.	RECORD OF HEALTH LECTURES-200 PAGES	A4	1	EA
250.	ISSUE VOUCHER/RECEIPT VOUCHER-200 PAGE	A4	1	EA
251.	SICK PARADE REGISTER-200 PAGES	A4	2	EA
252.	ATT'C REGISTER-200 PAGES	A4	1	EA
253.	MALARIA / FILARIAL REGISTER-200 PAGES	A4	1	EA
254.	MILK TESTING REGISTER-200 PAGES	A4	1	EA
255.	INOCULATION VACCINATION REGISTER-200 PGS	A4	1	EA
256.	MEDICO LEGAL REGISTER-200 PAGES	A4	1	EA
257.	SANITARY DIARY-200 PAGES	A4	1	EA
258.	MO'S STANDING ORDER-200 PAGES	A4	1	EA
259.	DANGEROUS DRUG REGISTER-200 PAGES	A4	1	EA
260.	TOXIC DRUG LEDGER-200 PAGES	A4	1	EA
261.	PERMANENT STORE LEDGER-200 PAGES	A4	1	EA
262.	LOCAL PURCHASE MEDICAL STORE LEDGR-200PG	A4	1	EA
263.	EXPENDABLE STORES LEDGER-100 PAGES	A4	1	EA
264.	LOG AND SERVICE BOOK-200 PAGES	A4	2	EA
265.	AUDIT OBJECTION REGISTER-200 PAGES	A4	1	EA
266.	VICTUALING REGISTER -200 PAGES	A4	1	EA
267.	PERMANENT MEDICAL STORES LEDGER-200PAGES	A4	2	EA
268.	REFERRAL (WITH DUPLICATE)-200 PAGES	A4	1	EA
269.	AFMSF- 9-1 PAGES	A4	200	EA
270.	AFMSF " 38-1 PAGES	A4	200	EA
271.	SICK PARADE (WITH DUPLICATE)-200 PAGES	A4	2	EA
272.	CAPTAIN/EXO'S REQUEST&ALTERATN BOOK-150	A4	2	EA
273.	EXO' REQUEST&ALTERATION BOOK-150 PAGES	A4	2	EA
274.	DAILY RECORD OFFENCES&PUNISHMENTS-150PGS	A4	2	EA
275.	MASTER-AT-ARMS ROUGH REPORT BOOK-150 PGS	A4	2	EA
276.	MINOR PUNISHMENT BOOK-150 PAGES	A4	2	EA
277.	GANGWAY WINE & CIGARETTE BOOK-150 PAGES	A4	2	EA
278.	RECORDS OF SAILORS MARK RUN-150 PAGE	A4	1	EA
279.	PMT ID CARD ISSUE REGISTER-150 PAGES	A4	1	EA
280.	NOK REGISTER- SAILORS-150 PAGES	A4	2	EA
281.	LOSS OF PMT/TY ID CARD BOOK-150 PAGES	A4	1	EA
282.	GOVT.STORE GP(NSO-103)/O(RETURNBLE)-150	A4	1	EA
283.	GOVT.STRE GP(NSO-103)/O(NON-RTRNBL)-150	A4	1	EA
284.	HEAD COUNT REGISTER-150PGS	A4	1	EA
285.	TY ID CARD RENEWAL REGISTER-150 PAGES	A4	1	EA



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SL.	DESCRIPTION	BOOK SIZE	QTY	UNIT
286.	TY ID CARD ISSUE REGISTER-150 PAGES	A4	1	EA
287.	ROUGH VICTUALLING BOOK-150 PAGES	A4	1	EA
288.	SNLR WARNING / REVIEW REGISTER-150 PAGES	A4	1	EA
289.	EXO'S LEAVE REQUEST BOOK-150 PAGES	A4	1	EA
290.	BLOCK TRANSFER IN/OUT REGISTER-150 PAGES	A4	1	EA
291.	ARC'S FORM-1 PAGES	A4	200	EA
292.	INCOMING OUTGOING FORM-150 PAGES	A4	1	EA
293.	GENFORM TRANSFER-150 PAGES	A4	1	EA
294.	GENFORM LEAVE-150 PAGES	A4	1	EA
295.	MLR REQUEST FORM-150 PAGES	A4	1	EA
296.	MOVEMENT ORDER TRANSFER-150 PAGES	A4	1	EA
297.	MOVEMENT ORDER LEAVE-150 PAGES	A4	1	EA
298.	VISITORS' BOOK-100 PAGES	A4	1	EA
299.	BLANK FOLDER FOR STANDING ORDERS	-	20	EA
300.	LOG & PROGRESS BOOK-200 PAGES	A4	2	EA
301.	SWITCH BOARD LOG BOOK-200 PAGES	FS	2	EA
302.	DEFECT BOOK (IN-455)-200 PAGES	FS	2	EA
303.	BATTERY LOG BOOK (IN-384)-200 PAGES	A4	1	EA
304.	BATTERY LOG BOOK – MAINTNANCE FREE-200PG	A4	5	EA
305.	ELECTRICAL TRAINING BOOK-200 PAGES	A4	1	EA
306.	SPM BOOK (ERM-R)-200 PAGES	FS	2	EA
307.	ANTENNA INSULATION BOOK-200 PAGES	A4	2	EA
308.	CRETE BOOK-200 PAGES	A4	1	EA
309.	ELECTRICAL SURVEY & DEMAND BOOK-200 PAGES	FS	1	EA
310.	PTS REGISTER (ELECTRICAL)-200 PAGES	FS	1	EA
311.	TY LOAN BOOK (INTERNAL)-200 PAGES	A4	1	EA
312.	TY LOAN BOOK (EXTERNAL)-200 PAGES	A4	1	EA
313.	CABLE REGISTER-200 PAGES	A4	1	EA
314.	EMI/EMC LOG BOOK-200 PAGES	A4	1	EA
315.	DOP REGISTER-200 PAGES	A4	1	EA
316.	OPDEF/CANDEF/STORDEM/OPDEM/CANDEM-200PGS	FS	1	EA
317.	ELECTRICAL PLL (FORM S 1099)-200 PAGES	A5	2	EA
318.	DIVISIONAL RECORD BOOK-200 PAGES	A4	1	EA
319.	SAILING ORDER BOOK (IN-499)-200 PAGES	A4	1	EA
320.	SWITCH BOARD W/K H/O & T/O-200 PAGES	A4	2	EA
321.	GYRO LOG BOOK-200 PAGES	A4	3	EA
322.	EMAPS-300 PAGES	A3	2	EA
323.	ELECTRICAL TRAINING LOG-200 PAGES	FS	2	EA
324.	DEMAND & SURVEY-200 PAGES	FS	1	EA
325.	A'S & A'S-200 PAGES	FS	1	EA
326.	PTS REGISTER-200 PAGES	FS	1	EA
327.	STORDEM / OPDEM-200 PAGES	FS	1	EA
328.	DEFECTS DEVELOPED & MADE GOOD-200 PAGES	FS	2	EA
329.	TY LOAN BOOK-200 PAGES	A4	1	EA
330.	ISSUE / CONSUMPTION REGISTER-200 PAGES	FS	2	EA





# Garden Reach Shipbuilders & Engineers Limited

(A Govt. of India Undertaking, Under Ministry of Defence)

61, Garden Reach Road, Kolkata – 700 024

Phone :: (033) 2469 8100-8113

Fax No. :: (033) 2469 2020

Home Page :: [www.grse.in](http://www.grse.in)

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SL.	DESCRIPTION	BOOK SIZE	QTY	UNIT
331.	REF PLANT-200 PAGES	FS	3	EA
332.	AC PLANT-200 PAGES	FS	3	EA
333.	POL ACCOUNTING RECORD-200 PAGES	A4	1	EA
334.	PTS REGISTER-200 PAGES	FS	1	EA
335.	LAB TEST RESULTS-200 PAGES	A4	1	EA
336.	CBPM READING BOOK-200 PAGES	FS	2	EA
337.	RIB RUNNING LOG-200 PAGES	FS	2	EA
338.	SMB LOG BOOK (RUNNING)-200 PAGES	FS	4	EA
339.	ME LOCAL LOG BOOK-200 PAGES	A4	2	EA
340.	MACHINERY TURNING LOG BOOK-200 PAGES	FS	1	EA
341.	MCR RUNNING LOG BOOK-200 PAGES	FS	2	EA
342.	ENGINE ORDER BOOK-200 PAGES	A4	2	EA
343.	ENGINEERING TRAINING RECORD BOOK-200 PGS	FS	1	EA
344.	ERA'S / ME'S WORK BOOK-200 PAGES	A4	2	EA
345.	HP AIR COMPRESSOR BOOK-200 PAGES	A4	2	EA
346.	DD COMPRESSOR BOOK-200 PAGES	A4	1	EA
347.	RUNNING LOG BOOK RO PLANT-200 PAGES	FS	2	EA
348.	DA RUNNING LOG BOOK-200 PAGES	FS	4	EA
349.	EDA RUNNING LOG BOOK-200 PAGES	A4	1	EA
350.	SAILING ORDER-200 PAGES	A4	2	EA
351.	ENGINEERING MASTER LOG BOOK-200 PAGES	FS	2	EA
352.	TAG IN/OUT-200 PAGES	FS	1	EA
353.	COW H/O T/O BOOK-200 PAGES	A4	2	EA
354.	KILOMETER CARD-200 PAGES	A4	2	EA
355.	WORKSHEET FOR EMPTY VEHICLE-100 PAGES	A4	2	EA
356.	DRIVER'S CAR DIARY-16 PAGES	A4	2	EA
357.	VEHICLE LOG BOOK-160 PAGES	A4	2	EA
358.	OWN USE AVCAT CIRCULATION BOOK-200 PAGES	A4	1	EA
359.	NAC REGISTER-200 PAGES	A3	1	EA
360.	E MAPS-300 PAGES	A3	1	EA
361.	ME SERVICE LOG BOOK-200 PAGES	A4	2	EA
362.	DA SERVICE LOG BOOK-200 PAGES	A4	4	EA
363.	EDA SERVICE LOG BOOK-200 PAGES	A4	1	EA
364.	SMB SERVICE LOG BOOK-200 PAGES	A4	1	EA
365.	RHIB SERVICE LOG BOOK-200 PAGES	A4	1	EA
366.	AC SERVICE LOG BOOK-200 PAGES	A4	3	EA
367.	REF LOG BOOK-200 PAGES	A4	3	EA
368.	DART BOOK-200 PAGES	A3	1	EA
369.	NIGHT ORDER BOOK-200 PAGES	A4	1	EA
370.	OPDEF-200 PAGES	A3	1	EA
371.	MAIN IN-200 PAGES	A3	1	EA
372.	MAIL OUT-200 PAGES	A3	1	EA
373.	NC1-200 PAGES	A4	20	EA
374.	RECORD_DESTRUCTN OF CAT-B SIGNALS-200PGS	A4	2	EA
375.	RECORD_CLASSIFIED WASTE DESTRUCTN-200PGS	A4	2	EA
376.	OUT MAIL REGISTER-200 PAGES	A4	2	EA
377.	IN MAIL REGISTER-200 PAGES	A4	2	EA
378.	OUT FAX-200 PAGES	A4	2	EA



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379.	IN FAX-200 PAGES	A4	2	EA
380.	MOTOROLA ISSUE REGISTER-200 PAGES	A4	2	EA
381.	SHOPS COMMUNICATION-200 PAGES	A4	2	EA
382.	WEEKLY PAGE MUSTER-200 PAGES	A4	4	EA
383.	RECORD OF MESSAGE IN/OUT (NC-16)-200PGS	A4	2	EA
384.	GENERAL MESSAGE REGISTER-200 PAGES	A4	2	EA
385.	WEEKLY TRAINING PROGRAMME(OFFICR'S)-200PGS	A4	2	EA
386.	EQUIPMENT RUNNING HOUR LOG-100 PAGES	A5	10	EA
387.	GENERAL REQUEST BOOK-200 PAGES	A4	2	EA
388.	DIVISIONAL PERIOD REGISTER-200 PAGES	A4	2	EA
389.	INMARSAT LOG-200 PAGES	A4	2	EA
390.	RECORD OF DEFECTS-200 PAGES	A4	2	EA
391.	TEMPERATURE LOG-200 PAGES	A5	2	EA
392.	NC-11-100 PAGES	A4	5	EA
393.	BROADCAST PRINTABILITY BOOK-200 PAGES	A4	2	EA
394.	NC-2-100 PAGES	A4	5	EA
395.	CRYPTO TRAINING PROGRAM(OFFICR'S)-200PGS	A4	2	EA
396.	SURVEY & DEMAND BOOK-200 PAGES	A4	2	EA
397.	S DRIVE ISSUE REGISTER-200 PAGES	A4	1	EA
398.	CB TY LOAN ISSUE REGISTER-200 PAGES	A4	1	EA
399.	WEEKLY TRAINING PROGRAM(SAILOR'S)-200P	A4	2	EA
400.	RECORD_INSTRTN TO PERSNL_CRYPTOGPHY-200	A4	2	EA
401.	FBB 500 VOICE LOG BOOK-100 PAGES	A4	2	EA
402.	FBB 500 DATA LOG BOOK-100 PAGES	A4	2	EA
403.	CAPTAIN'S SURVEY ORDER-200 PAGES	A4	1	EA
404.	DIGITAL DATA PROCESSING BOOK-200 PAGES	A4	1	EA
405.	TRAINING RECORD-OFFICER'S&SAILOR'S-200PG	A4	1	EA
406.	BATTERY CHARGING LOG BOOK-200 PAGES	A4	1	EA
407.	INSTRUMENT DEFECT BOOK-200 PAGES	A4	1	EA
408.	CAMC LOG BOOK-200 PAGES	A4	4	EA
409.	RECORD OF EQUIPMENT CALIBRATION-150 PGS	A4	1	EA
410.	EQUIPMENT MAINTENANCE BOOK-200 PAGES	A4	1	EA
411.	INSTRUMENT TY LOAN BOOK-150 PAGES	A4	1	EA
412.	AUV SHAFT TRAINING LOG BOOK-100 PAGES	A4	1	EA
413.	DIARY OF EVENTS-200 PAGES	A4	2	EA
414.	BOAT DEFECT BOOK-200 PAGES	A4	1	EA
415.	RECORD OF SURVEY STORE-200 PAGES	A4	1	EA
416.	SURVEY CHART ROOM TY LOAN BOOK-150 PAGES	A4	1	EA
417.	RECORD SOFTWARE & CDS-200 PAGES	A4	1	EA
418.	ROV RUNNING LOG BOOK-200 PAGES	A4	1	EA
419.	RECORD OF ORIGINAL DOCUMENT-150 PAGES	A4	1	EA
420.	MULTI-BEAM RUNNING LOG BOOK-200 PAGES	A4	1	EA

**For GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED**

**(A. SELVAKUMAR)**

**MANAGER (PURCHASE)**

Commercial Dept., 61 Park Unit

61, Garden Reach Road, Kolkata - 700 024 E-mail:

Selvakumar.A@grse.co.in



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## **-: TERMS & CONDITIONS :-**

Garden Reach Shipbuilders & Engineers Ltd. (GRSE Ltd.), hereinafter referred to as Purchaser, intends to procure items as per specifications given below and invites E-tender from registered / new vendors with the following terms & conditions :-

Techno-commercial bid shall be submitted in e-tendering data sheet provided by system with complete tender reference, due date etc. and the same shall comply with full technical specification, scope of supply and point-wise commercial terms and conditions as stated below. Drawings / sketches must be returned with acceptance with your techno-commercial offer.

### 1. **PRICE DISCOVERY & PRICE BASIS :-**

- a) Price shall be discovered through **ONLINE REVERSE AUCTION**, to be conducted by M/s National Informatics Centre (NIC), service provider to GRSE. **ONLY THE TECHNO-COMMERCIALY VALID VENDORS SHALL BE ALLOWED TO PARTICIPATE IN THE ONLINE REVERSE AUCTION EVENT, THE DATE & TIME OF WHICH SHALL BE INTIMATED TO ALL THE ELIGIBLE VENDORS BY THE SERVICE PROVIDER IN DUE COURSE.**
- b) Start bid price which shall be promulgated prior to commencement of reverse action, which shall be on F.O.R. GRSE basis i.e. inclusive of basic price, packing & forwarding charge, freight and transit insurance.
- c) Prices should remain valid for **120 days** from the date of Reverse Auction and shall remain firm & fixed till complete execution of the order & shall not attract any escalation whatsoever.

2. Tender must be submitted in system generated data sheet format which is provided through E-Procurement. The mentioned information should be clearly filled up in E-Procurement and upload the same.
3. Techno-commercial bid must be submitted within due date through e-tendering system procedure.
4. Price shall be discovered through online bidding process to be conducted by the service provider. The start bid price shall be on F.O.R. GRSE basis inclusive of proper packing to withstand heavy / Sea / Air / Inland Transit and tropical storage during transit clearing, forwarding, freight & insurance as the case may be & to be kept firm till execution of order in full.



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## **- TECHNICAL TERMS -**

1. **TECHNICAL SPECIFICATION / SCOPE OF SUPPLY :-**  
As per specified above.

2. For any clarification please contact -

<b>Sl.</b>		<b>Contact Details</b>
1	For any kind of technical specification related queries	Mr. Mridul Biswas, Deputy General Manager(D)(HO) Email: Biswas.Mridul@grse.co.in Mob: 91633 61865
2.	For any kind of commercial related queries	Mr. A. Selvakumar, Manager (Purchase) Email: Selvakumar.A@grse.co.in Mob: 91630 50333
		Mr. Sujit Kumar Naskar, Deputy General Manager (Purchase) Email: Naskar.SujitKumar@grse.co.in Mob: 76030 56564
3.	For any kind of tender uploading / registration / view problem / queries	GRSE eProcurement Cell Email: mtl.eproc@grse.co.in Contact No.: (033) 2489 3902 (Monday to Friday 8:30 AM to 5:00 PM, Saturday 8:30 AM to 12:30 PM)



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## **- COMMERCIAL TERMS -**

1. Tender must be submitted in system generated data sheet format which is provided through eProcurement. The mentioned information should be clearly filled up in eProcurement and upload the same.
2. Bidders are required to be registered in the following facilities / portals as per directives of the Government of India -
  - a. GeM (Government eMarketplace) <https://gem.gov.in>
  - b. TReDS (Trades Receivables e-Discounting System) [www.invoicemart.com](http://www.invoicemart.com)

The bidders are to indicate the 'Unique Seller ID' allotted by GeM and the registration number allotted by TReDS in their bids.

In the event of any bidder not registered in the above two or not indicating the registration details in their bids, GRSE reserves the right to disqualify their bids without assigning any reason whatsoever.

3. MSE/NSIC Registered firms for supplying above mentioned item may be exempted from submitting Tender Fee & EMD against formal approach in techno-commercial bid along with a valid relevant MSE/NSIC Registration Certificate up to its monetary limit.
4. **PUBLIC PROCUREMENT POLICY FOR MICRO & SMALL ENTERPRISES (MSEs) ORDER :-**
  - 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.

5. **VALIDITY :-**  
All Tenders must remain firm and open for acceptance **for 120 days** from the due date. As a general rule, price negotiation with L-1 vendor(s) will not be entered into as far as possible, unless warranted by unreasonable price quoted in the opinion of GRSE.

6. **PART ORDER :-**  
Part order is not applicable against this tender enquiry.

7. **L-1 DETERMINATION :-**  
L-1 bidder shall be decided on TOTALITY basis (excluding GST). Vendors are requested to quote all the items, otherwise your offer will be rejected outright.

8. **CONDITIONAL OFFER :-**  
No conditional offer and hard copy of offer will be accepted.

9. **TERMS OF PRICE :-**  
The quoted rate must be legible and to be kept firm & fixed till execution of order in full on F.O.R. GRSE, Kolkata (Door Delivery) basis. Packing, Forwarding, Freight, Insurance and all other Taxes & Duties (if any) are to be borne by the supplier.





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10. **TAX :-**

Bidders to indicate GST rate & HSN/SAC Code with proper document (scanned copy).

11. **INSPECTION :-**

Receipt inspection will be done by GRSE(RIC) on the basis of Supplier's Guarantee Certificates.

12. **GUARANTEE / WARRANTY :-**

The supplied materials are to be guaranteed for satisfactory performance for a period of 12 months from the date of commissioning / using OR 18 months from the date of receipt of material whichever is earlier, against improper design, defective materials and faulty workmanship and firm has to submit a certificate to this effect at the time of delivery.

Any defect of the supplied material if found during the guarantee period, the vendor should attend to any defect within 48 hours of reporting and should replace the defective part, free of cost, to make the equipment functional or the whole equipment is to be replaced free of cost, if required, within 15 days of reporting.

13. **DOCUMENTATION :-**

- Supplier's Guarantee Certificates and other certificates (*if any*) are to be provided along with delivery of material failing which materials are liable to be rejected.
- Scanned copies of the above certificates are to be emailed to the ordering authority for records.

14. **PAYMENT TERMS :-**

**(A) FOR VALUE OF ORDER GREATER THAN RS. 2 LAKH –**

100% payment will be made through ECS/NEFT mode within 30 days against clear bill supported with ICGRN, GRSE Gate Receipted Challan and against submission of Performance Bank Guarantee for 10% of order value in GRSE format valid till expiry of guarantee period. ICGRN will be issued only after receipt and acceptance of the item.

OR

90% payment will be made through ECS/NEFT mode within 30 days against clear bill supported with ICGRN, GRSE Gate Receipted Challan and balance 10% will be paid after expiry of guarantee period. ICGRN will be issued only after receipt and acceptance of the item.

**(B) FOR VALUE OF ORDER LESS THAN RS. 2 LAKH –**

100% payment will be made through ECS/NEFT mode within 30 days against clear bill supported with ICGRN and GRSE Gate Receipted Challan. ICGRN will be issued only after receipt and acceptance of the item.

**Note :-**

*Soft copy of all relevant documents e.g. Inspection Certificate, Guarantee Certificate and Packing List which may require for receipt & acceptance of material GRSE Store to be forwarded to concern dealing officer of Purchase dept. prior to despatch of material. Non-submission of above documents (hand & soft copy) will liable to delay in process for payment.*

*Transaction fee of Rs.500.00 for first return & Rs.1,000.00 for subsequent return of bill with inappropriate documents will be charged.*

15. **PERFORMANCE BANK GUARANTEE(PBG) :-**

The supplied materials are to be guaranteed for satisfactory performance for a period of 12 months from the date of commissioning / using OR 18 months from the date of receipt of material whichever is earlier, against improper design, defective materials and faulty workmanship and firm has to submit a certificate to this effect at the time of delivery. Any defect of the supplied material if found during the guarantee period, the vendor should attend to any defect within 48 hours of reporting and should replace the



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defective part, free of cost, to make the equipment functional or the whole equipment is to be replaced free of cost, if required, within 15 days of reporting.

A Bank Guarantee covering 10% value of the contract is to be furnished before claim of payment. Keeping the same valid for the three months beyond guarantee period from the date of despatch / supply of last consignment. GRSE reserves the right to invoke the above Bank Guarantee at any time during its validity period in the event of any breach of terms stipulated in the order.

In case PBG is not submitted, 90% payment will be released & balance 10% after completion of Guarantee Period.

16. **PROCEDURE FOR SUBMISSION OF BANK GUARANTEE :-**

Bank Guarantee should be executed on the non-judicial stamp paper of Rs.100/- which should be obtained in the name of the executing Banker. In case a single stamp paper of Rs.100/- is not available, stamp paper of multiple denomination is acceptable provided serial no. of such stamp paper are consecutive and are purchased on the same date. Bank Guarantee should be executed strictly as per GRSE's format. Any alteration in the writing is required to be authenticated by the signatory executing the Bank Guarantee under official seal. B.G. must be submitted in banker's sealed envelope directly to our Corporate Finance Dept.

Bank guarantee to be sent directly by your banker in a bank-sealed envelope to the following address :- General Manager (Finance), Garden Reach Shipbuilders & Engineers Ltd., 61 Park Unit, 61 Garden Reach Road, Kolkata - 700 024.

17. **RIGHT OF INVOCATION OF BANK GUARANTEE :-**

GRSE reserves the right to invoke the Bank Guarantee at any time during its validity period in the event of failure / delay in supply / breakage any sorts of operational complication of ordered materials / breach of any terms of this contract.

18. **EXECUTION OF ORDER :-**

Order once placed must be executed in full within the stipulated delivery period, unless otherwise specially agreed by the buyer in writing.

19. **SUBMISSION OF DOCUMENTS :-**

For late submission of original despatch documents / wrong documentation, demurrage / wharfage charges if incurred, shall be recovered from the supplier.

20. **DELIVERY SCHEDULE :-**  
**WITHIN 30 DAYS FROM THE DATE OF PO/LOA.**

**NOTE:**

- *Delivery time line for each ship is to be complied by the firm. GRSE store will not accept the material before the schedule delivery date mentioned against each part supply/or any request for early delivery will not be accepted, if not consented by GRSE.*
- *Before supply of materials, firm to approach GRSE with consignment details (like weight, volume, no. of packing etc.) 03 days prior to delivery plan.*

21. **DELIVERY POINT :-**

- a) Materials to be delivered to FAC Stores, GRSE – Main Unit at Garden Reach Shipbuilders & Engineers Limited, 43/46, Garden Reach Road, Kolkata – 700 024.
- b) Ordered Materials, if delivered at GRSE, must be supplied between 09:00 AM to 12:00 Noon and 01:30 PM to 04:00 PM only on full working days and between 09:00 AM to 11:00 AM on half working days. Late supply will not generally be accepted.
- c) The items are to be delivered against proper delivery challan / consignment note (in quadruplicate) indicating purchase order details, material code nos., yard nos. GRSE material code nos. & yard nos. are also to be marked/tagged on the items.



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22. **MODE OF DESPATCH :-**

a) **For local supplier :**

To be delivered to GRSE at your cost.

b) **For outside supplier :**

The items to be dispatched preferably through GRSE nominated transporter on freight paid & door delivery basis. The materials are to be suitably packed to avoid transit damage / pilferage.

**Way Bill / Road Permit :** As per notification of GST Council, online Way Bill has to be generated through GST Way Bill portal. Supplier / authorized transporter can generate online Way Bill.

23. **TRANSIT INSURANCE :-**

Transit Insurance will be arranged by the firm at your (vendors) cost.

24. **FORCE MAJEURE :-**

Standard Force Majeure Condition at the supplier's own works / establishment shall only be accepted. The failure of the sub-contractors of the suppliers shall not be accepted as a Force Majeure Condition. Vendor is to submit relevant proof / document well in time to buyer to inform F.M. condition.

25. **REJECTION OF MATERIALS :-**

Rejection of materials and also the late delivery will affect further business with GRSE. No claim of payment will be entertained (for rejected material) in case rejected items are not lifted back within 14 days from the date of rejection. Replacement against rejection is to be made by vendor Free of Cost within 14 days of Store's intimation.

26. **INDIVIDUALITY OF CONTRACT :-**

This order shall be treated as an individual contract, shall not allow any general lien to the portions and shall not get any prejudice in execution due to situation arising out of some other contract that you may have with GRSE.

27. **CANCELLATION OF ORDER :-**

In the event of progress being poor, GRSE reserve the right to cancel the order & no cancellation charges will be paid to the firm on this account.

28. **ACCEPTANCE :-**

It is not binding on the purchaser to accept the lowest or any tender. The purchaser reserves the right to accept any of the tender or part of a tender without assigning any reason. The purchaser reserves the right to split up the tender and place order for individual item with different suppliers. The purchaser also reserves the right to order 25% more / less of the total tendered quantity.

29. **SECRECY CLAUSE :-**

All information given to the supplier for the execution of the order is to be treated as SECRET / CONFIDENTIAL. The technical information, drawings, specification and other related documents forming part of this Enquiry / order are the property of Purchaser and shall not be used for any other purpose except for the execution of Order. Any information / drawing etc. shall not be copied, transcribed, traced or reproduced in any other form or otherwise in whole / part or duplicated, modified, divulged and / or disclosed, to a third party not misused, used in any other form whatsoever without purchaser's prior consent in writing except to the extent required for the execution of this order. At the time of tendering the purchaser has to give an undertaking in favour of GRSE that in the event of any breach of the above provisions, he would make good of any loss / cost / damage / any other claim whatsoever preferred by anybody to GRSE in this respect.



# Garden Reach Shipbuilders & Engineers Limited

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61, Garden Reach Road, Kolkata – 700 024

Phone :: (033) 2469 8100-8113

Fax No. :: (033) 2469 2020

Home Page :: [www.grse.in](http://www.grse.in)

CIN No. :: L35111WB1934GOI007891

GST Registration No. 19AAACG9371K1Z4

30. **PATENT RIGHT :-**

GRSE shall be completely absolved of any responsibility towards any infringement of Patent Right etc. i.e. a clear and quite possession of goods should take place with the passing of title on execution of the order.

31. **LIQUIDATED DAMAGE :-**

In the event the supplier fails to complete the delivery of the ordered goods within the given schedule stipulated in the order, the purchaser is entitled to have recourse to impose Liquidated Damages viz. The supplier / vendor will be liable to pay the minimum liquidated damages @ ½% per week or part thereof on the undelivered material subject to a maximum of 5% of the value of the order for delayed part.

32. **RISK PURCHASE :-**

If the materials are not supplied within the stipulated delivery period GRSE reserves the right to procure the same or equivalent material from alternative source at your risk, responsibility & cost.

33. **ARBITRATION :-**

i) If at any time, before during or after the contract period, any unsettled claim, question, dispute or difference arises between the parties, upon or in relation to or in connection with or in any way touching or concerning this order, the same shall be settled/adjudicated through Arbitration to be conducted by a Sole Arbitrator, to be appointed by the parties on mutual consent, in accordance with the provisions of the Arbitration and Conciliation Act, 1996.

ii) In the event the parties fail to mutually appoint a Sole Arbitrator within 30 days from the receipt of a request by one party from the other, then either of the parties may approach the Hon'ble High Court at Calcutta under the provisions of the Arbitration and Conciliation Act, 1996 for appointment of a Sole Arbitrator by the Hon'ble Court.

iii) Such arbitration shall, in all respects, be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the rules framed there under or any statutory modification or re-enactment thereof for the time being in force.

iv) The Award of the Sole Arbitrator shall be final, conclusive and binding upon the parties.

v) In the event of the death or resignation or incapacity or whatsoever of the said Sole Arbitrator if appointed by the parties mutually the said parties may again appoint a suitable Substitute Arbitrator in place of the erstwhile Sole Arbitrator to continue with the proceedings. In the event of appointment of the Sole Arbitrator by the Hon'ble High Court at Calcutta on death or resignation or incapacity or whatsoever of the said Sole Arbitrator, either of the parties in this behalf, may make an application to the Hon'ble High Court at Calcutta for appointment of a Substitute Arbitrator and the Hon'ble Court may pass such orders as it deems fit and proper.

vi) Also in the event an Arbitration award is set aside by a competent court the parties may appoint a Sole Arbitrator mutually or on failing to appoint a Sole Arbitrator mutually within the statutory period then either of the parties may file an application before the Hon'ble High Court at Calcutta under the provisions of the Arbitration and Conciliation Act, 1996 for appointment of a Sole Arbitrator by the Hon'ble Court in accordance with the provisions of the Arbitration & Conciliation Act.

vii) The cost of the arbitration, fees of the arbitrator, remuneration of the stenographer and clerk, stamp paper etc. shall be shared equally by the parties, unless otherwise directed by the Sole Arbitrator. The venue of arbitration shall be at Kolkata and unless otherwise decided by the parties or by the Sole Arbitrator himself, the venue shall be the premises of Garden Reach Shipbuilders & Engineers Ltd. located at 43/46, Garden Reach Road, Kolkata - 700 024.

viii) The language of the proceeding shall be in English.

34. **JURISDICTION :-**

All disputes arising out of the contract if required to be referred to a court of law, the jurisdiction of the case would be under Kolkata court irrespective of the location of the vendor.



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35. **COMPLIANCE WITH LAWS :-**

Vendor is warranted that all goods purchased against the enquiry shall conform to all applicable city, States and Central Laws, Ordinances and Regulations. Further, Vendor shall indemnify / defend / relieve GRSE harmless from loss, cost of damage, by reason or any actual or alleged violation thereof.

36. The Company shall not be liable under the Workmen's Compensation Act of 1923, in case any employee or workmen of any Contractor receives injury while actually serving his employer in connection with the latter's work inside the compound of GRSE Ltd.

37. **You will have to submit bid in Two Part (Techno-Commercial Bid & Price Bid) in eProcurement mode where all data sheet will be available for download, need to fill up the required field and upload the file. Price Bid need to be filled up in given Price Bid Data Sheet only, no other attachment regarding price will be allowed if so then offer will be treated as cancelled.**

38. In case of single part offer, GRSE reserves the right to reject the technical offer of the bidder not confirming to the tendered requirement.

39. GRSE reserves the right to accept any tender or part of a tender or reject any / all tenders without assigning any reason whatsoever.

40. GRSE also reserves the right to split up the tendered quantity and place order on more than one supplier.

41. All other terms & conditions as per GRSE STACS.

**IMPORTANT NOTE :-**

1) TECHNO-COMMERCIAL BID WILL BE OPENED ON THE DUE DATE AND TIME OF TENDER YOU MAY SEE THE STATUS ONLINE.

2) 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 "STACS", UNTIL & UNLESS DEVIATION IS SPECIFICALLY MENTIONED IN OFFER.

3) GRSE SHALL RESERVE THE RIGHT TO REJECT THE TECHNICAL & COMMERCIAL OFFERS OF THE BIDDERS NOT CONFIRMING TO THE TENDERED REQUIREMENT.

**For GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED**

**(A. SELVAKUMAR)**

**MANAGER (PURCHASE)**

Commercial Dept., 61 Park Unit

61, Garden Reach Road, Kolkata - 700 024

E-mail: [Selvakumar.A@grse.co.in](mailto:Selvakumar.A@grse.co.in)





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## General Rules and Regulations governing conduct of On-line Reverse Auctions

### 1. Service Provider :

For conducting the Reverse Auction, Garden Reach Shipbuilders & Engineers Ltd. (GRSE) has engaged the services of **National Informatics Centre (hereinafter referred to as Service Provider or SP)** for conducting the Reverse Auctions. SP is fully authorized to give clarifications / coordinate with the tenderer/supplier on behalf of GRSE w.r.t. conduct of Reverse Auction. Their address and contact details are as given alongside.

#### **National Informatics Centre**

A-Block, CGO Complex, Lodhi Road,

New Delhi – 110003, India

Web site: <https://www.nic.in>

E-mail : [support-eproc@nic.in](mailto:support-eproc@nic.in)

Tel : 0120-4200462, 0120-4001002

### 2. Introduction to General Rules & Regulations :

The General Rules and Regulations provided herein govern the conduct of On-line Reverse Auctions operated by NIC. These rules cover the roles and responsibilities of the parties in the On-line Reverse Auctions on the NIC platform. **Acceptance in-Toto to these General Rules and Regulations is a prerequisite for securing participation in the On-line Reverse Auctions on the NIC platform** (<http://eprocuregrse.co.in/nicgep/app>).

### 3. Role of Service Provider :

NIC is the agency (operator) primarily providing the platform for conducting the Reverse Auction. As the agency providing the auction engine, the role of NIC would include:

- Setup the auction based on item details and bidding rules as mentioned in tender document.
- Providing access through user-id protected by password to the approved bidders to participate in the auction.
- **Enhancing bidder awareness by providing them the details / steps of auction process to enable them participate in Reverse Auction and comfort with the auction mechanism and bidding rules.**
- Summarizing auction proceedings and communicating of the outcome to GRSE.

### 4. Role of the Bidder / Tenderer :

The role of the bidders/vendors is outlined below:

- Give written consent to General Rules and Regulations. Access to auction mechanism shall be provided only after such consent.
- Ensure that user-id and password to access the auction is not revealed to unauthorized persons.
- Participate in the Reverse Auction with the aim of bidding to secure the auctioned item in the auction (being selected for supplying GRSE's requirement in a Reverse Auction).
- Convey/confirm last quoted price in writing to SP, immediately after close of Reverse Auction.
- Provide breakup of last quoted price (if required) within stipulated time as mentioned in tender document or otherwise communicated.
- In the event of winning an allotment, fulfill all obligations under the contract.

### 5. Bidding Rules :

The Bidding Rules refer to the information and terms defined specifically for a particular Reverse Auction. The purpose of the Bidding rules is to provide approved bidder with the information and terms specific to the auction in which they are bidding. This would include:

- Start Time and duration of the Reverse Auction.
- Any extension of the duration of the auction in the event of bids being received towards the end of the pre-specified duration.
- Start Bid Price (if specified).
- Minimum & Maximum Bidding Quantity (if specified).
- Price Decrements and any reduction in the price decrements in the auction in the event of inactivity.
- Other attributes (informational/non-negotiable in nature).



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Participation in the auction process presumes complete awareness and understanding of the bidding rules.

## **6. Conduct of the Reverse Auction :**

The Reverse Auction shall be conducted on pre-specified date & time.

NIC retains the right to cancel or reschedule the Reverse Auction on any of the followings reasons:

- Some of the confirmed bidders are unable to access the module due to infrastructure problems such as sustained power failure or telecommunication breakdown.
- Bids are received but above the Start Bid Price.  
The duration of the Reverse Auction may also vary from the pre-specified period of time on account of termination of the auction by NIC :
- On the advice of the GRSE, or,
- On its own accord in case of situations where it is felt that continuance of the auction proceedings is prejudicial to the smooth conduct and / or integrity of the auction process.

## **7. Problems during the conduct of the Reverse Auction :**

In the event of any problems being faced in the smooth conduct of the auction, NIC shall have the right to undertake one or more of the following steps:

- Cancellation of a bid.
- Locking of bidders account (suspension of operations in the account) etc. Such intervention may even happen without seeking prior concurrence of GRSE.

Thereafter, NIC shall inform GRSE, clearly stating reasons, of such cancellation / suspension.

## **8. Ensuring Participation & Loss of connectivity :**

The bidders has to participate in the Reverse Auction(RA) from their own office/ own arrangement. The bidder has to make arrangement for ensuring Internet connectivity throughout the RA event. For this, the bidder shall be solely and exclusively responsible for ensuring continuance of connectivity. GRSE & NIC shall in no way be responsible for the consequences arising out of disruption of Internet connectivity. In case the bidder desires, efforts will be made to provide assistance during the Reverse Auction phase by deploying skilled persons from Service provider/authorized representative at the participating vendor locations. However, GRSE or Service provider shall in no way be responsible ensuring Internet connectivity.

## **9. Liability of Service Provider :**

NIC shall not be liable to the GRSE / bidders in the auction or any other person(s) for:

- Any breach of contract by any party in the fulfillment of the underlying contract.
- Any delays in initiating the online auction or postponement / cancellation of the online auction proceedings due to any problem with the hardware / software / infra structural facilities or any other shortcomings at the vendors' end.

## **10. Confidentiality Clause :**

NIC undertakes to handle any sensitive information provided by GRSE or confirmed bidders for the Reverse Auctions conducted on the NIC platform with utmost trust and confidentiality.

## **11. Jurisdiction :**

Any disputes relating to the online Reverse Auction module shall be subject to the sole jurisdiction of the district court of the GRSE.

## **12. Right of GRSE :**

GRSE reserves the right to fully / partly accept or reject any or all bids placed in the online Reverse Auction without assigning any reason whatsoever. GRSE also reserves the right to allot the tendered quantity to one or more bidders.



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## Definition of Key Terms for Reverse Auction

1. **Reverse Auction** : Reverse Auction refers to a forum where the requirement for one/more Lots of an item is stated and the participants are required to bid down the price to be selected to supply the requirement.
2. **On-line Reverse Auction** : On-line Reverse Auctions refer to those Reverse Auctions conducted through the Internet with simultaneous bidding (from one or more locations). In other words, the venue for the auction is on an Internet website / platform. The NIC website (<http://eprocuregrse.co.in/nicgep/app>) or any other URL assigned by NIC would constitute the venue for the purpose of the On-line auction.
3. **Award at the Reverse Auction** : The bidder quoting the lowest price is normally allotted the item unless otherwise specified by GRSE.
4. **Buyer i.e. GRSE** : GRSE is the individual/business entity who has contracted NIC to conduct such Reverse Auction. In case of Reverse Auction, the purpose would be to meet their requirement for item/s from among the sellers desiring to sell the items to GRSE.
5. **Bidder** : Bidder is the individual/business entity participating in the Reverse Auction, intending to supply the item/s to GRSE. To become a Bidder in the auction, a business entity has to secure GRSE's approval for participation and also provide written consent to the General Rules and Regulations for RA.
6. **Auction Engine** : Auction Engine refers to the software that encapsulates the entire auction environment, processing logic and information flows. NIC is the sole owner of the auction engine and retains exclusive right over the utilization of the same.
7. **Commencement of bidding**. This is to facilitate approved participants to view the auction details such as item specifications, bidding details and bidding rules. The purpose is also to familiarize participants with the functionalities and screens of the auction mechanism. It is not mandatory for NIC to provide Preview Time.
8. **Start Time** : Start time refers to the time of commencement of the conduct of the On-line auction. It signals the commencement of the Price Discovery process through competitive bidding.
9. **Duration of the Reverse Auction** : It refers to the length of time the price discovery process is allowed to continue by accepting bids from competing bidders. The duration of the auction would normally be for a pre-specified period of time. However, the bidding rules may state the conditions when the pre-specified duration may be extended/ curtailed. The conditions include:
  - Curtailment of auction duration in the event of no bids for a specified period of time (Inactivity Time)
  - Automatic extension in the event of bids being entered towards the end of the scheduled duration to facilitate the other bidders to view and react to the bid.
10. **Auto Extension of the Auction Timings** : In the event of bids in the last few minutes of the scheduled bid time, the Bid Timings are automatically extended for a specified period from each such bid. Such Auto Extension shall continue until no bids are placed for the specified period (Engine remains inactive for the specified period). The Inactivity Time for Auto Extension purpose is normally 5 minutes. NIC however retains the right to change the same. The Inactivity time applicable for the particular On-line Bid shall be communicated to the bidder if it will be set to a value less than 5 minutes.
11. **End of the Reverse Auction** : End of the Auction refers to the termination of the auction proceedings signaling an end to the price discovery process.
12. **ID and Password** : Password and ID shall be given to all the eligible Vendors by the Service Provider for enabling them to participate in the Reverse Auction.
13. **Start Bid Price** : Wherever indicated, Start Bid Price is the Maximum Price, which will be accepted by the Reverse Auction engine. Supplier will have to quote a price lesser than the Start Bid Price for participating in the Reverse Auction. The computer shall not accept Price higher than start Bid Price for a lot. Bidding will start at start Bid Price to be intimated in advance to the vendors eligible for bidding. This will be put up on the site.
14. **Minimum Decrement** : Minimum decrement is the minimum amount by which, a supplier has to reduce his bid value in order to beat the latest lowest bid. For example if a bidder bids Rs 10,00,000/- for a Lot, others, in order to beat this bid, have to quote a lower price with a minimum decrement say of Rs.2,500/- i.e. in order to be eligible they have to quote Rs.9,97,500/- (or lower) for the same Lot. This minimum decrement shall be pre-decided by GRSE / NIC and will be in-built into the RA event.
15. **Proxy Bid** is a bidding option through which, the system places bids on bidder's behalf. Bidder need to check (click) the proxy bid box on the screen and place the lowest value to which they can bid and then place



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submit button and confirm. Once the proxy is activated the bids are placed automatically as per the minimum decrements. The lowest value of the proxy bid amount is not visible by any other bidder.

When a bidder exercises the proxy option, the proxy bid remains L1 till the lower bid value fed in the auction machine is exhausted i.e. a lower bid, less than the lower bid value offered by the bidder exercising the proxy, is offered by another bidder. If a bidder bids a price equal to the lower limit of the proxy bid, the proxy bidder gets precedence over him at that price.

Example: Suppose, the current bid in the market is Rs.10,000 and the min. decrement is Rs.100 and a bidder have activated proxy till Rs.9500. Now say a bidder places a bid of Rs.9,800, the system automatically bids Rs.9,700 on the proxy bidder's behalf at the same time and keeps the proxy bidder as a leading bidder.

In the following circumstances, a bidder may opt for proxy bidding.

1. Where the bidder is not confident of a reliable Internet Connectivity.
2. Where the speed of Internet Connection is slow and unable to catch-up with the speed of competitor's bids.
3. To remain a leading bidder till the lowest bid value fed in the auction machine.
4. Where the bidder is required to put bids in more than one Market/Lot at a time.
5. Bidder is pre-occupied and not in a position to put bids live as the auction is going on.

**For GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED**

**(A. SELVAKUMAR)  
MANAGER (PURCHASE)**

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