



**Bharat Coking Coal Limited**  
(A Subsidiary of Coal India Limited)  
**Office of The General Manager, Barora Area**  
**Nawagarh:Dhanbad**

**NOTICE INVITING TENDER**

**Ref.No. – GM/AR-1/ Civil/NIT/10 /508/5157**

**Date: 21/23.12.2010**

Sealed tenders in two parts ( Part I & II ) on **overall percentage rate above/ Below** basis are invited from the Experienced & Eligible contractors for the work detailed herein.

Name of work	Estimated cost (Rs.)	Earnest Money (Rs.)	Cost of tender Document (Rs.)	Completion period
<b>1. Repair / Renovation of Septic Tank 10 Nos. and W.C. Room with Sanitary fitting in workers qtrs. At Budora Colony of Phularitand Colliery.</b>	<b>77,634.68</b>	<b>780.00</b>	<b>100.00</b>	<b>1 Months</b>

**1. Availability of Tender Document- From 29/12/2010 to 03/01/2011**

The tender Documents will be issued on deposition of cost of Tender document in cash with the Sr. Cashier, Barora area/ D D in favour of Bharat Coking Coal Limited payable at Dhanbad from any nationalized / scheduled bank acceptable to the company on all working days during working office hours Except on Sundays/ Holidays from the office of Dy.G M ( CIVIL ), Civil Engineering Department, Barora Area during the period mentioned above.Tender can also be downloaded from the web site ( refer notice clause No. 7, 8 &9 ).

**2. a. Completed sealed tender document ( Part-I & II ) should be submitted at the same time.**

Part-I shall consist of terms & conditions of the tender, tender document as sold to the tenderers and credentials.

Part –II Shall consist of price bid duly filled in for rates, amounts etc.

The bid shall be submitted in three separate envelopes.

**Envelope –I** Should contain EMD and the cost of Tender document if downloaded from the web site.

**Envelope-II** should contain Part -I of the tender

**Envelope-III** should contain Part –II ie Price Bid

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

**2.b. Time and Date of receipt/ Opening of Tender-**

The Tender will be received on- **05/01/2011 from 10.00 AM to 3.00 PM**

**b) The tender received will be opened on – 07/01/2011 at 4.00 PM onwards.**

**The tender will be received as shown above at the office of Dy G M ( Civil ) / Barora Area, Nawagarh, Dhanbad OR at CISF post near Koyla Bhawan Gate, Koyala Nagar, BCCL, Dhanbad**

In the event of the specified date for submission / Opening of bids being declared a Holiday, the bids will be received/ Opened on the appointed time on the next working day.

The Part I of the tender will be opened in presence of tenderers or their authorized representatives. However, Part II may be opened on same day (Of those tenderers only who qualify for opening of their rate part as per eligibility criteria) / any other day with intimation to the qualified bidders.

### **3. Eligibility criteria**

- 3.1 a) The intending tenderer must have in its name as a prime contractor experience of having successfully completed similar works during last 7 (seven) years ending last day of month previous to the one in which bid applications are invited (i.e. eligibility period) should be either of the following :-  
Three similar completed works each costing not less than the amount equal to 40% of the estimated cost. or  
Two similar completed works each costing not less than the amount equal to 50% of the estimated cost. or  
One similar completed work costing not less than the amount equal to 80% of the estimated cost.

**Similar work means: “ R&M of building/ Civil work ”**

- 3.1. b) Average annual financial turnover of civil works during the last 3 (three) years, ending 31<sup>st</sup> March of the previous financial year ( ie for 2007-08, 2008-09, 2009-10 ) should be at least 30% of the estimated cost. The intending tenderer must submit documentary evidence in support of above 3.1.a & 3.1.b in the form of certified copy of work order, completion certificate, payment certificates/ vouchers etc. indicating the period of work for which the payment has been made, duly signed by him/them.

- 3.2. Earnest money can be deposited in the form of Cash or BC / DD in favour of Bharat Coking Coal Limited payable at Dhanbad from any nationalized / scheduled bank acceptable to the company. Tenders not accompanied with earnest money are liable for outright rejection.

- 3.3. Copy of PAN. (Permanent Income Tax Account number).

- 3.4. Sale Tax Clearance certificate copy attested by a Gazetted Officer of the Govt. (Central or State) & TIN No. is to be furnished.

- 3.5. Status of firm- Partnership deed / proprietorship details.

- 3.6.a) Declaration regarding genuineness of the documents submitted & non-relationship in BCCL in original as per format given in the form of affidavit on non judicial stamp paper.

- b) Declaration that they have not been banned or de-listed by any Govt. or Quasi- Govt. Agencies or PSU's as per format given

### **3.7. The proforma duly filled in for collecting payment through electronic mode including electronic fund transfer and authenticated by concerned Bank officials .**

4. Conditional / Incomplete tenders will not be accepted and shall be outright rejected.

5. The validity of the tender will be 120 days from the date of opening price bid or revised price bid if any.

6. Other terms & conditions shall be available in detailed tender document.

7. Details may also be obtained from detailed tender notice/tender documents from website

<http://bccl.cmpdi.co.in>.

**SPECIAL CONDITIONS FOR TENDERERS, DOWNLOADING THE TENDER DOCUMENT FROM BCCL WEB-SITE**

8. Tenderers are required to deposit along with their tender, a Bank Draft of any Nationalized / Schedule Commercial Bank payable at Dhanbad exclusively towards the cost of Tender Document for the amount indicated as above, in a separate envelope. Any Bank Draft, prepared after the scheduled closure of sale of Tender Documents i.e. **03/01/11** may be liable for rejection.
9. The contents of the Tender Documents available for sale in our offices, shall be deemed as authentic. The bidder will be required to submit an undertaking that they will accept the tender document as available in the web-site and their tender shall be rejected if any tampering is there in the tender document thus submitted.
10. The management of BCCL reserves right to reject any or all tender or split the work among two or more tenderers without assigning any reasons whatsoever.

**Suptd. Engineer (Civil )  
Barora Area**

**Distribution-**

1. GM, Barora Area
2. All area CGM/GMs- for display in notice boards
3. G M ( Systems )/ Koyla Bhawan- With a request to display NIT/ Tender document on web site.
4. AGM/ Barora
5. **Dy G M ( Civil )/ Barora**
6. Project Officer, MOCP/SOCP/DMD/PHU- for unit Notice Board
7. AFM / Sr.Cashier, Barora Area
8. Area Notice Board- Through CISF/ Barora



**BHARAT COKING COAL LIMITED**  
(A Subsidiary of Coal India Ltd.)  
**Office of the General Manager , Barora Area**  
**P.O.- Nawagarh, Dhanbad**

**Civil Engineering Department**

## **TENDER DOCUMENT**

### **PART - 1**

**Name of work** “Repair / Renovation of Septic Tank 10 Nos. and W.C. Room with Sanitary fitting in workers qtrs. At Budora Colony of Phularitand Colliery”

**Quotation Notice No** :GM/Ar-I/Civil/NIT/10/508/5157 Dated 21/23.12.2010

# **BHARAT COKING COAL LIMITED ,BARORA AREA**

## **DETAILED TENDER NOTICE**

1. Sealed tenders in two parts ( Part I & II ) on **overall percentage rate above/ Below** basis are invited from the Experienced & Eligible contractors for the work detailed herein.

**“Repair / Renovation of Septic Tank 10 Nos. and W.C. Room with Sanitary fitting in workers qtrs. At Budora Colony of Phularitand Colliery”**

*Tender Notice No GM/Ar-I/Civil/NIT/10/508/5157 Dated 21/23.12.2010*

- 2 (a) The tender document including specifications and tender drawings (if available ) may be obtained from the office of Area Civil Engineer, Barora Area. during normal working hours on payment of *Rs 100.00 i.e. Cost of document* (non-refundable) as Application Fee for each set. The payment may be made either in Cash or by Bank Draft drawn in favour of BHARAT CKING COAL LIMITED on any Nationalised / scheduled Bank acceptable to the company.

- 2 (b) Completed sealed tender document ( Part-I & II ) should be submitted at the same time.  
Part-I shall consist of terms & conditions of the tender, tender document as sold to the tenderers and credentials.

Part –II Shall consist of price bid duly filled in for rates, amonts etc.

The bid shall be submitted in three separate envelopes.

**Envelope –I** Should contain EMD and the cost of Tender document if downloaded from the web site.

**Envelope-II** should contain Part -I of the tender

**Envelope-III** should contain Part –II ie Price Bid

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

- 2 (c) ***Any Bids received after the deadline prescribed at Clause 1 above due to any reasons whatsoever will not be accepted. In the event of the specified date for the submission of bids being declared a holiday by the employer, the bids will be received up to the appointed time on the next working day.***

- 2 (d) **Tenders thus submitted shall consist of the following:**

- i) Complete set of tender documents as sold, duly filled in and signed on all pages and at different places as required of the tender documents including Part I & Part II of the tenders as per the tender notice as applicable with related documents in support of experience.
- ii) Sales-tax Registration certificate/ copy of TIN, With its latest validity duly attested by a Gazetted officer of the Govt.( state or Central) on the date of receipt of Tender.
- iii).Copy of PAN (Permanent Income Tax Account Number)
- iii) Earnest money deposit (as specified in the NIT)
- iv) Declaration regarding genuineness of the documents submitted & non-relationship in BCCL in original as per format given in the form of affidavit on non judicial stamp paper.
- v) Declaration that they have not been banned or de-listed by any Govt. or Quasi-Govt.Agencies or PSU's as per format given.
- vi) The Performa duly filled in for collecting payment through electronic mode including electronic fund transfer and authenticated by concerned Bank officials is to be submitted

- 2 (e)** The tender document in which the tender is submitted by the tenderer shall become the property of the Company and the Company shall have no obligation to return the same to the tenderer.
- 2 (f)** The date of opening of the Second Envelope or Part II of the tenders shall be communicated in due course after consideration of First Envelope or Part-I, if rate part not opened on the day of receipt of tender.
- 3.)** Each bidder shall submit only one bid for one package. A bidder who submits or participates in more than one bid (other than as sub-contractor or in case of alternatives that have been permitted or requested) will cause all the proposals with the bidders' participation to be disqualified.
- 4.** No tender shall be considered unless accompanied by the said Earnest Money.
- 5.** The earnest money will be retained in the case of successful tenderer and refunded to the unsuccessful tenderer in due course and will not carry any interest. The earnest money deposited by the successful tenderer will be dealt with as provided elsewhere in the tender documents.
- 6 (a)** Site Investigation Report: The contractor, in preparing the bid, shall rely on the site investigation report referred to in the bid document, supplemented by any information available to the bidder.
- 6 (b).** Every tenderer is expected, before quoting his rates, to go through the requirements of materials/workmanship under specification/requirements and conditions of contract and to inspect the site/area of the proposed work.
- The rates shall be written both in words and figures and the unit in the words and the amount against each item totaled. The rates for the work should be inclusive of all incidentals, overheads, all taxes, Octroi's, duties, leads, lifts, carriage, tools & plant etc. as required for execution and completion of the work.
- It shall be deemed that the tenderer has visited the site/area and got fully acquainted with the working conditions and other prevalent conditions and fluctuations thereto whether they actually visited the site/area or not and have taken all the above factors into account while quoting his rates.
- 7 (a)** Corrections where unavoidable, shall be made by crossing out and rewriting duly authenticated with full signature and date by the tenderer. Erasing or over-writing in the tender documents may disqualify the tender.
- 7 (b)** The tender shall be submitted either in English or in Hindi.
- 7 (c)** Cost of Bidding: The bidder shall bear all costs associated with the preparation and submission of his bid and the Employer will in no case be responsible and liable for those cost
- 8.** The tenderer shall closely study all specification in detail, which governs the rates for which he is tendering.
- 9.** The work should be completed within **1 months** from expiry of ten (10) Days from the issue of letter of acceptance of tender/work order or handing over the site or handing over reasonable number of working drawings to the contractor or the period of mobilization allowed in the work order for starting the work in special circumstances, whichever is latest.
- 10.** On completion of the work all rubbish, debris, brick bats etc. shall be removed by the contractor(s) at his/their own expense and the site cleaned and handed over to the company and he/they shall intimate officially of having completed the work as per contract.

11. The Company does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders without assigning any reasons whatsoever and to split up the work between two or more tenderers or accept the tender in part and not in its entirety.
12. Full information should be given by the tenderer in respect of following:
- i) If an individual: Full name. --  
Postal Address. –  
  
Contact No -  
Place of Business-
  - ii) If proprietary firm: Name of the Proprietor. -  
Full postal address of  
Firm/Proprietors.-  
  
Contact No-
  - iii) If partnership firm: Full name of partners.  
Full postal addresses of the registered office of firm & the partners.  
Registered partnership Deed.  
Contact No-
13. **Change in Constitution of the Contracting Agency:**  
Prior approval in writing of the company shall be obtained before any change is made in the constitution of the contracting agency, otherwise it will be treated as a breach of Contract.
14. Canvassing in connection with the tenders in any shape or form is strictly prohibited and tenders submitted by such tenderers who resort to canvassing shall be liable for rejection.
- 15 (a) Every Tenderer will have to submit a declaration in support of the authenticity of the credentials submitted by him along with the Tender in the form of an AFFIDAVIT as per the format given.
- (b) If a Tenderer deliberately provides wrong information or submits false credentials in support of his qualifications, the Company reserves the right to terminate/rescind the contract, forfeit the EMD and other dues of the contractor and to take any other action as may be deemed fit.\*
  - (c) An intending tenderer, after obtaining tender documents on payment of Application Fee, having doubts as to the meaning of any part of the tender documents may submit to the official inviting tender a written request for interpretation or clarification thereof. Any interpretation or clarification of the tender documents by formal addendum if issued by the official inviting tender, shall be final and valid and binding on the company and the tenderers.
16. On receipt of letter for acceptance of the tender issued by the Company, the successful tenderer shall execute/accept contract agreement/work order in the company's prescribed form for the due fulfillment of the contract. Failure to enter into the required contract/accept the work order issued by the company within the specified period in the work order shall entail cancellation of letter of acceptance of tender/work order and forfeiture of the earnest money. The written contract/ work order to be entered into between the contractor and the company shall be the foundation of the rights of both the parties and the contract shall not be deemed to be executed until the contract/ work order is signed/ accepted by both the parties i.e. Contractor and the Company.
- 17 (a) The validity period of the tenders shall be 4 (four) months from the date of opening of price bid or revised price bid, if any. The tenderer shall not, during the said period or within the period extended by mutual consent, revoke or cancel his tender or alter the tender or any terms/conditions thereof without consent in writing of the company. In case the tenderer violates

to abide by this, the Company will be entitled to forfeit the Earnest Money and reject the tender with other actions as deemed fit.

- (b) The Company reserves the right to postpone the date of receipt and opening of tenders or to cancel the tenders without assigning any reason whatsoever.

18. This detailed Tender Notice shall be deemed to be part of the Contract Agreement/Work Order.

19. The work shall be executed as per General terms & Conditions of the contract prevailing in BCCL, the description of items in the BOQ and as per the instruction of the EIC.

20. No subletting of work as a whole by the contractor is permissible. Subletting of work in piece rated jobs is permissible with the prior approval of the department.

21. In case the contractor enters into any litigation, such action should have to be taken in a court of law with jurisdiction over the place where the subject work is to be executed.

## **22. Earnest Money:**

- i) The earnest money for tenders should be 1% (one percent) of estimated value of work
- ii) For work valued up to Rs.5 Lakhs the earnest Money may be deposited in cash or in the form of Certified Cheques / Demand Draft .  
The earnest Money / bid Security shall bear no interest.

## **23. Forfeiture of Earnest Money.**

According to prevalent standard practice Earnest Money is paid by each tenderers to enable the company to ensure that a tenderer does not refuse to execute the work after it has been awarded to him. In cases where the tenderer fails to commence the work latest within one month of award of the work or within one month of handing over site, whichever is earlier, the Earnest Money shall be absolutely forfeited to the company.

In case where decision has been taken to forfeit earnest money of the tenderer for valid reasons, it is necessary to issue request notice to defaulting contractor.

## **24. Refund of Earnest Money**

The Earnest Money of the successful bidders will be retained by the department as part of the security deposit for due fulfillment of the contract and will not carry any Interest and refunded to the Unsuccessful tenderer as promptly as possible on rejection of his bid / after opening of price bid and finalization of the tender and will not carry any interest. The earnest money shall be refunded without waiting for any application or request from unsuccessful bidders.

## **25. Security Deposit:**

The first part of security deposit including Earnest Money already deposited shall be 5% (Five percent) of the contract value or the revised contract value, if any.

The contractor shall deposit, immediately but within 28 days after receipt of letter of Acceptance of Tender, the balance of 4 % (Four percent) of awarded value after adjustment of the earnest money already paid as Initial Security deposit. Failure to do so shall entail cancellation of the letter of acceptance of tender / award of work & forfeiture of Earnest money deposit. The above security deposit shall remain at the disposal of the company as security for the satisfactory execution and completion of the work in accordance with the provision of the contract / work order. The security deposit amount shall not carry any interest.



All running on account bills of the contractor shall be paid at 95% (ninety five percent) of work value. This 5% (five percent) deduction will be the second part of security deposit.

## **26 Refund of Security Deposit:**

The refund of security deposit shall be subject to company's right to deduct/ appropriate its due Against the contractor under this contract or under any other contract.

On completion of the entire work and certified as such by the Engineer-in-charge and on passing of the final bill by the Department, one half of the security deposit lying with the company shall be refunded to the contractor. The other half shall be refunded to the contractor on the expiry of six months from the date of completion as certified by the Engineer-in-charge subject to the following conditions:

- a) Any defect/ defects in the work, if detected after issue of completion certificate is / are rectified to the satisfaction of the Engineer-in-charge within the said period of six months.
- b) In the case of building work/other work of similar nature, the refund shall be made on the expiry of the said six months period or at the end of one full monsoon period i.e. June to October, whichever is later in point of time and any defects such as leakage in roof, efflorescence in walls, dampness, defects in drainage etc. should be rectified to the satisfaction of the Engineer In Charge.

## **27. Execution of Agreement / Work order:**

As soon as possible after the acceptance of a tender and award of work the successful tenderer is called upon to furnish the required initial security deposit and to execute a formal work order . Only work order is issued to the contractor for works valued upto Rs 5 lakhs and it is not necessary to execute agreement in such cases. Standard documents only form part of the contract agreement. Important points of the correspondences with the contractor should be reflected in the work order / contract agreement.

28. **Banned or delisted Contractors:** The bidders would give a declaration that they have not been banned or delisted by any Govt or Quasi-Govt. Agencies or PSU's. **(As per format)**

If a bidder has been banned or delisted by any Govt. or Quasi Govt. agencies or PSU's this fact must be clearly stated and it may not necessarily be a cause for disqualification. If the declaration is not given, the bid will be rejected as non-responsive.

29. In Price Part, the overall lowest tenderer shall be considered for award of the work. being lowest in any part of the tender shall be of no consequence and such tenderers shall not have any claim for award of part work.
30. The credentials/documents submitted by the tenderer should be numbered serially and properly tagged.

## **31. EVALUATION OF TENDERS (WEIGHTAGE)**

Financial turn over and cost of completed works of previous works shall be given a weightage of 5% per year (average annual rate of inflation) to bring them at current price level, while evaluating the qualification requirement and bid assessment of the bidders.

The Price Bids of the tenderers will have no condition. The Price Bids which are incomplete & not submitted as per instructions given in the Tender Document will be rejected.

If the bid of the successful bidder is seriously unbalanced in relation to the estimate of the cost of work to be performed under the contract, the company may require the bidder to produce detailed price analysis for any or all items of the Bill of quantities to demonstrate the internal consistency of these prices

with the construction method and the schedule proposed. After evaluation of the price analysis, the company may require that the amount of the performance security/security deposit is increased at the expense of the successful bidder to a level sufficient to protect the company against financial loss in the event of default on the part of the successful bidder under the contract.

Letter of Acceptance is an acceptance of offer by the company and it need not be accepted by the tenderer. But the tenderer should acknowledge the receipt of the order within 15 days of mailing of work order and any delay in acknowledging the receipt will be treated as a breach of contract and compensation for the loss caused by such breach will be declared by the company by forfeiting EMD.

### **32. Discrepancies in contract documents & Adjustments thereof**

The documents forming part of the contract are to be treated as mutually explanatory of one another and in case of discrepancy between schedule of quantity, the specifications and /or drawing, the following order of preference shall be observed;

- a) Description in Bill of Quantities of work.
- b) Particular specification and special conditions, if any
- c) Drawings.
- d) General specifications.

Any error in description, quantity or rate in Bill of Quantities or any omission there from, shall not vitiate the contract or release the contractor from discharging his obligations under the contract including execution of work according to the Drawings and Specifications forming part of the particular contract document.

### **33. Any difference detected in the tender/ tenders submitted resulting from :**

- a) Discrepancy between description in words and figures, the rate which corresponds to the amount worked out by the contractor shall be taken as correct.
- b) Discrepancy in the amount quoted by the contractor due to calculation mistake of the unit rate and quantity, the unit rate shall be regarded as firm and amount corrected.
- c) Discrepancy in totaling or carry forward in the amount quoted by the contractor shall be corrected.
- d) When the amount of an item is not worked out by the contractor or it does not correspond with the rates written either in figures or words, then the rates quoted by the Contractor in words shall be taken as correct.

The tendered sum so corrected and altered shall be substituted for the sum originally tendered and considered for acceptance instead of the original sum quoted by the tenderer alongwith other tender/tenders. Rounding off to the nearest rupee should be done in the final summary of the amount instead of in totals of various sections of the offer.

Time is the essence of the contract and as such all works shall be completed within the time stipulated in the contract/ work order.

34. If the contractor, without reasonable cause or valid reasons, commits default in commencing the work within the aforesaid time limit, the company shall without prejudice to any other right or remedy, be at liberty, by giving 15 days notice in writing to the contractor to commence the work, to forfeit the Earnest Money deposited by him and to rescind the Letter of Acceptance of Tender/Work Order.

### **35. COMPENSATION FOR DELAY'**

*If the contractor fails to maintain the required progress in terms of the agreed time and progress chart or to complete the work and clear the site on or before the contract or extended date of completion, he shall without prejudice to any other right or remedy available under the law to the company on account of such*

*breach, pay as compensation (Liquidated Damages) @ half percent (1/2 %) of the contract price per week of delay. The aggregate of such compensation/compensations shall not exceed 10% (ten percent) of the total value as shown in the contract.*

*This will also apply to items or group of items for which separate period of completion has been specified. The amount of compensation may be adjusted or setoff against any sum payable to the contractor under this or any other contract with the company.*

**36** *The company, if satisfied, that the works can be completed by the contractor within a reasonable time after the specified time of completion, may allow further extension of time at its discretion with or without the levy of L.D. In the event of extension granted being with L.D., the company will be entitled without prejudice to any other right or remedy available in that behalf, to recover from the contractor as agreed damages equivalent to half percent (1/2%) of the contract value of the works for each week or part of the week subject to a ceiling of 10% of the contract price.*

**37.** *The company, if not satisfied with the progress of the contract and in the event of failure of the contractor to recoup the delays in the mutually agreed time frame, shall be entitled to terminate the contract.*

**38** **A HINDRANCE REGISTER** shall be maintained by both department and the contractor at site to record the various hindrances, as stated above, encountered during the course of execution.

Hindrance register will be signed by both the parties. The contractor may also record his observations in the Hindrance Register. In case the contractor has a different opinion for hindrance and a dispute arises then the matter would be referred to the EIC and or the next higher authority whose decision would be final & binding on the contractor & the decision to be communicated within 15 days.

The contractor shall request the company in writing for extension of time within 15 days of happening of such event causing delay stating also, the period for which extension is required. The company may, considering the genuinity of the request, give a reasonable extension of time for completion of the work. Such extension shall be communicated to the contractor in writing by the company through the Engineer In Charge within 1(one) month of the date of receipt of such request.

**39. Provisional extension of time** may also be granted by the Engineer In Charge during the course of execution, on written request for extension of time within 15(fifteen) days of happening of such events as stated above, reserving the company's right to impose/ waive penalty at the time of granting final extension of time as per contract agreement.

In case the contractor does not apply for grant of extension of time within 15(fifteen) days of the hindrance occurring in execution of the work and the department wants to continue with the work beyond the stipulated date of completion for reason of the work having been unavoidably hindered, the Engineer-in-charge can grant extension of time even in the absence of application from the contractor. Such extension of time granted by the Engineer In Charge is valid provided the contractor accepts the same either expressly or implied by his actions before and subsequent to the date of completion. Such extension of time shall be without prejudice to Company's right to levy compensation under the relevant clause of the contract.

**40.** The contractor shall bear the cost of loading, transportation to site, unloading, storing under cover as required etc. as may be necessary for the use and keeping the materials in good condition.

**41.** The contractor shall arrange necessary water for the work and his own establishment. However, if available and feasible the company may arrange water at one point near the work site for which recovery @ 1% of the contract value of work done will be made from the contractor's bills.

**42.** The company, through the Engineer In Charge, shall have full powers to reject any materials or work due to a defect therein for not conforming to the required specification, or for materials not being of the required quality and standard or for reasons of poor workmanship or for not being in accordance with the sample approved by him. The contractor shall forthwith remedy the defect/replace the materials at his expense and no further work shall be done pending such rectification/replacement of materials, if so instructed by the Engineer In Charge.

**43.** The Engineer In Charge shall be entitled to have tests carried out for any materials, according to the standard practice followed for such tests, other than those for which satisfactory proof has already been furnished by the contractor who shall provide at his expense all facilities which the Engineer In Charge may require for the purpose.

**44** The cost of any other tests, if so required by the Engineer In Charge, shall be borne by the contractor only, if the test shows the workmanship or materials not to be in accordance with the provision of the contract or the instruction of Engineer In Charge, but otherwise by the company.

Extra items of work executed will be paid on specific written authorisation of CGM (Civil)/ GM(C)/ CE(C) of the company or Staff Officer (Civil) of the Area provided that the value of such extra items of work when added together is not more than 10% of the contract value and the total gross payment including excess quantity does not exceed the contract value.

**45** Balance amount on account of excess quantity and extra items of work executed shall be paid after the deviation estimate / revised estimate regularizing the extra items and excess quantities of work is sanctioned by the competent authority of the company with the concurrence of the Finance Department of the company.

The contractors are required to execute all works satisfactorily and according to the specifications laid down in the contract/ work order. If certain items of work, executed by the contractor, are below specifications, the contractor should re-do them according to the specifications and instructions of EIC and if the contractor fails to rectify the defect within the time and in the manner specified by the EIC, the work shall be got re-done or rectified by the department at the risk and cost of the contractor. Engineer In Charge may accept such work of below specifications provided the department is satisfied with the quality of such works and the strength/ structural safety of such works. In that case Engineer In Charge shall make such deductions for the difference in value, as in his opinion is reasonable and is approved by the accepting authority of the company i.e. CGM(C)/ GM(C)/ CE(C) of the company in this case or any other officer nominated by CGM(C)/ GM(C)/ CE(C) for the purpose.

#### **46. Termination, Cancellation, Suspension and Foreclosure of Contract**

The company shall, in addition to other remedial steps to be taken as provided in the conditions of contract be entitled to cancel the contract in full or in part, if the contractor :-

a) makes default in proceeding with the works with due diligence and continues to do so even after a notice in writing from the Engineer In Charge, then on the expiry of the period as specified in the notice

**Or**

b) commits default/breach in complying with any of the terms and conditions of the contract and does not remedy it or fails to take effective steps for the remedy to the satisfaction of the Engineer In Charge, then on the expiry of the period as may be specified by the Engineer In Charge in a notice in writing.

**Or**

c) obtains a contract with the company as a result of ring tendering or other non-bonafide methods of competitive tendering

**Or**

d) shall offer or give or agree to give any person in the service of the company or to any other person on his behalf any gift or consideration of any kind as an inducement or reward for act/acts of favour in relation to the obtaining or execution of this or any other contract for his company.

**Or**

e) fails to complete the work or items of work with individual dates of completion, on or before the date/dates of completion or as extended by the company, then on the expiry of the period as may be specified by the Engineer In Charge in a notice in writing.

**Or**

f) transfers, sublets, assigns the entire work or any portion thereof without the prior approval in writing from the Engineer In Charge. The Engineer In Charge may by giving a written notice, cancel the whole contract or portion of it in default.

#### **47. Additional Responsibilities of the Contractor(s)**

The contractor / contractors shall employ only competent, skillful and orderly men to do the work. The Engineer In Charge shall have the right to ask the contractor/ contractors to remove from the work site any men of the contractor/contractors who in his opinion is undesirable and the contractor/contractors will have to remove him within 3 (three) hours of such orders.

The contractor shall maintain all records as per the provision made in the various statutes including Contract Labour (Regulation & Abolition) Act, 1970 and the Contract Labour (Regulation & Abolition) Central Rules, 1971, Minimum Wages Act, Workmen Compensation Act etc. and latest amendment thereof. Such records maintained by the contractor shall be opened for inspection by the Engineer In Charge or by the nominated representative of the Principal Employer.

The contractor/ contractors shall provide facilities for the sanitary necessities of all persons employed on the work shall be constructed and maintained in the number, manner and place approved or ordered by the Engineer In Charge. The contractor/contractors shall vigorously prohibit committing of nuisance at any other place. Cost of all works under this item shall be covered by the contractor/contractor's tendered rates.

The contractor/contractors shall furnish to the Engineer In Charge or his authorised representative with work reports from time to time regarding the contractor / contractors organisation and the progress made by him / them in the execution of the work as per the contract.

**48.** All taxes, whether Local, Municipal, Provincial or Central etc. and cess, royalties etc. are payable or may become payable during the entire periods of contract, shall be to the contractor/contractors account and shall be deemed to have been included in the tender for the work to be executed by him/them.

The contractor / contractors shall make his / their own arrangement for all materials, tools, staff and labourer required for the contract, which shall include cost of lead, lift, loading, unloading, railway freight, recruiting expenses and any other charges for the completion of the work to entire satisfaction of the company. The contractor / contractors shall make their own arrangement for carriage of all materials to the work site at his/their own cost.

**49.** The work shall not be sublet to any other party, unless approved by Engineer In Charge, in writing.

**50.** The contractor / contractors shall not pay less than the minimum wages to the labourers engaged by him/them as per Minimum Wages Act or such other legislation or award of the minimum wage fixed by the respective State Govt. or Central Govt. as may be in force.

The contractor shall at all times during the tenure of the contract indemnify the company against all claims, damages or compensation under the provision of the Workmen's Compensation Act and shall take insurance policy covering all risk, claims, damages, or compensation payable under the Workmen's Compensation Act or under any other law relating thereto.

**51.** On receipt of Letter of Acceptance of Tender / Work Order the contractor shall forthwith Register and obtain License from the competent authority under the Contract Labour (Regulation & Abolition) Act 1970, the Contract Labour (Regulation & Abolition) Central Rules, 1971 and submit certified copies of the same to the Engineer In Charge and the Principal Employer.

**52.** The contractor shall be registered with the concerned State Govt. and the Central Govt. in respect of Sales Tax Act and the certificate having details of Registration No., period of validity etc. should be submitted to the Engineer In Charge.

### **53. Defects Liability Period:**

In addition to the defect/s to be rectified by the contractor as per terms of the contract/ work order, the contractor shall be responsible to make good and remedy at his own expense the defect/s mentioned hereunder within such period as may be stipulated by the Engineer In Charge in writing :

a) Any defect/defects in the work detected by the Engineer In Charge within a period of 6 (six) months from the date of issue of completion certificate.

b) In the case of building works or other works of similar nature any defect in the work detected by the Engineer In Charge within a period of 6 (six) months from the date of issue of completion certificate or before the expiry of one full monsoon period i.e. June to October whichever is later in point of time.

**54.** A programme shall be drawn by the contractor and the Engineer In Charge for carrying out the defects by the contractor detected within the defect liability period and if the contractor fails to adhere to this programme, the Engineer In Charge shall be at liberty to procure proper materials and carry out the rectifications in any manner considered advisable under the circumstances and the cost of such procurement of materials and rectification work shall be chargeable to the contractor and recoverable from any of the pending dues of the contractors.

The defect liability period can be extended by the company on getting request from the contractor only for valid reasons.

There will be no defect liability period for works like Grass Cutting, Jungle Cutting, Surface Dressing & any other work of similar nature to be decided by the Engineer in Charge.

**55.** *It is incumbent upon the contractor to avoid litigation and disputes during the course of execution. However, if such disputes take place between the contractor and the department, effort shall be made first to settle the disputes at the company level.*

*The contractor should make request in writing to the Engineer-in-charge for settlement of such disputes/claims within 30 (thirty) days of arising of the cause of dispute/claim failing which no disputes/claims of the contractor shall be entertained by the company.*

**56.** *If differences still persist, the settlement of the dispute with Govt. Agencies shall be dealt with as per the guidelines issued by the Ministry of Finance, Govt. of India in this regard. In case of parties other than Govt. Agencies, the redressal of the dispute may be sought in the court of Law.*

57. SAFETY MEASURE- The contractor shall make all adequate arrangements for the safety of the workmen at his own cost during execution of work.

58 COMPLIANCE OF LABOUR LAWS

The contractor / contractors shall not pay less than the minimum wages to the labourers engaged by him/them as per Minimum Wages Act or such other legislation or award of the minimum wage fixed by the respective State Govt. or Central Govt. as may be in force.

The contractor shall at all times during the tenure of the contract indemnify the company against all claims, damages or compensation under the provision of the Workmen's Compensation Act and shall take insurance policy covering all risk, claims, damages, or compensation payable under the Workmen's Compensation Act or under any other law relating thereto.

59. We have read the tender document and understood all provisions and specifications in totality. All terms and conditions are acceptable to us. We do not have any terms and conditions of our own.

60. The terms and conditions as mentioned in the tender document are only indicative. For any other matter not mentioned in this tender/ Quotation document the guidelines of CIVIL ENGINEERING MANUAL of `COAL INDIA LIMITED` shall be referred.

Signature of the tenderer as  
Token of acceptance

Seal :

Date :

## **INSTRUCTION TO THE BIDDERS**

1. The Bidders are supposed to visit and examine the site of work, at their own cost and risk, and obtain all information that may be necessary for participating in the tender and entering into contract.
2. The Bidders are advised to study this document in detail and understand all provisions.
19. **Place of deposit of Tender Document :**
  - a) **At Office of Area Civil Engineer , Barora area, P.O.- Nawagarh, Dhanbad** or
  - b) **At CISF post near Koyla Bhawan Gate, Koyala Nagar, BCCL, Dhanbad**
4. **On opening of Part-I of the tenders, the following shall only be checked for deciding eligibility for opening of Price Bids (Part-II)**

### **Works value upto Rs 5.00 lakhs**

- (i) Earnest Money Deposit in the form of Demand Draft on nationalised bank/ scheduled Bank acceptable to the company in favour of Bharat Coking Coal Limited.
- (ii) **Photo** copy of Permanent Income Tax Account Number (PAN).
- (iii) Particulars of Registration with appropriate Sales Taxes Authorities with its validity on the date of receipt of tender duly attested by a Gazetted officer of Govt. ( state / Central)
- (iv) Affidavit regarding genuineness of the papers submitted and information furnished duly Authenticated on stamp paper by Notary ( as per format given.)
- (v) Only the proprietor or attorney holder/ Authorised signatory in case of partnership firm should sign the tender document.
- (vi) The bidders would give a declaration that they have not been banned or delisted by any Govt or Quasi-Govt. Agencies or PSU's.
- (vii) Proof of experience as per NIT- Completion certificate/ Copy of final bill etc.

--XXXXXXXXXXXX--



## **Process For Evaluation of Tenders**

- (i) Tender Document shall be issued to intending bidder on request and production of cost of Tender document as stipulated in NIT.
- (ii) Tenders shall be submitted either in single Part or in two Parts as stipulated in NIT in the tender box placed in the office of the Area Civil Engineer/ Barora or as specified in NIT within the scheduled date and time.
- (iii) Part-I of the tenders will be opened in Presence of attending bidders by duly constituted committee. The Part-II (Price bid) of all the bidders shall be sealed in a separate cover which would be kept in safe custody
- (iv) Part-I of the tenders shall be evaluated on scrutiny of Papers/Documents submitted by the tenderers along with the tenders in terms of eligibility criteria as mentioned in the NIT/ Tender document/ instruction of bidders of NIT. The bidders who fail to fulfill eligibility criteria shall not be entitled for opening of their price bid.  
Bidders should also note that documents submitted along with the tender shall be final. No further correspondence with regard to completeness of documents submitted shall be made; supplementary documents shall not be accepted unless they are asked for by the company.
- (v) Part-II (Price bid) of those bidders who fulfills the eligibility criteria shall be opened only, on scheduled date and time with intimation to the eligible bidders. Tenders submitted shall be the property of the company; Un-opened Price bids of the Company shall have no obligation to return the same to the tenderer.
- (vi) The overall lowest tenderer shall be considered for award of the work. Being lowest in any Part of the tender shall be of no consequence and such tenders shall not have any claim for award of Part work.
- (vii) After observing the above formalities TCR would be processed as the case may be as per the guide line of CIVIL ENGINEERING MANUAL.

XXXXXXXXXXXXXX

**NON JUDICIAL STAMP PAPER OF RS.5/-**

**AFFIDAVIT**

1. I, ..... Partner/Legal  
Attorney/Proprietor/Accredited Representative of M/S .....  
..... solemnly declare that :
  
2. I/We are submitting tender for the work . `` .....  
..... ``  
.....  
against Tender Notice No. ....  
Dtd. ....
  
3. My self or Our partners do not have any relative working in BCCL.  
I / We do have any relative working in BCCL- .....  
**(Please strike off which is not applicable.)**
  
4. All information furnished by me/us in respect of fulfillment of eligibility criteria and information given in this tender is complete, correct and true.
  
5. All documents / credentials submitted along with this tender are genuine, authentic, true and valid.
  
6. If any information or document submitted is found to be false/incorrect, department may cancel my/our Tender and action as deemed fit may be taken against me/us including termination of the contract, forfeiture of all dues including Earnest Money and blacklisting of our firm and all Partners of the firm etc.
  
7. None of the partners of the firm has either individually or collectively been involved in criminal offences.

Seal of Notary

Signature of the Tenderer

**Date -**

**DECLARATION**

I / We .....hereby declare that our firm (Name of the Firm & Address)

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.....

have not been banned or delisted by any State Government or Central Government or Quasi Government  
Agencies or Public Sector Undertakings.

Signature of the Bidder  
& Seal of firm

XXXX XXXXXX

## E-PAYMENT TO SUPPLIERS / CONTRACTORS

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

### 1.VENDOR / SUPPLIER/CONTRACTOR --

#### CUSTOMER'S NAME & ADDRESS

(with Telephone No. & Fax No.)

### 2. PARTICULAR OF BANK ACCONT

A. BANK NAME --

B. BRANCH NAME --

(Including RTGS CODE)

ADRESS

TELEPHONE NO AND FAX NO

C. 9-DIGIT CODE NUMBER OF THE --

BANK & BRANCH

(Appearing on the MICR cheque issued on the bank ) of 5 digit code No. of SBI

D. ACCOUNT TYPE --

(S.B.Account/Current Account OR Cash  
Credit with code 10/11/13)

E. LEDGER NO/LEDGER FOLIO NO. --

F. ACCOUNT NUMBER (CORE BANKING) ---

& STYLE OF ACCOUNT

(As appearing on the Cheque Book)

### 3. DATE OF EFFECT

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

Date:-

(-----)  
Signature of the Customer /Vendor/  
Supplier/Contractor

Certified the particulars furnished above are correct as per our records

(-----)  
Signature of the Authorized Officer  
From the bank



## **TENDER DOCUMENT**

### **PART – II (PRICE-BID)**

**Name of work :** “Repair / Renovation of Septic Tank 10 Nos. and W.C. Room with Sanitary fitting in workers qtrs. At Budora Colony of Phularitand Colliery”

**Quotation/ NIT No :** *GM/Ar-I/Civil/NIT/10/508/5157 Dated 21/23.12.2010*

**Civil Engineering Department  
Barora Area**

**Bill of Quantity for the work of “Repair / Renovation of Septic Tank 10 Nos. and W.C. Room with Sanitary fitting in workers qtrs. At Budora Colony of Phularitand Colliery”**

SN	Description of items	Units	Quantity	Rate(Rs.)	Amount(Rs.)
1	Earth work in excavation by mechanical means (Hydraulic excavator) / manual means foundation trenches, drain not exceeding 1.5 m in width as well as 10 sqm on plan including dressing of sides and ramming of bottom, lift up to 1.5 m including getting out the excavated soil and disposal of surplus excavated soil as directed within a lead of 50 m. (All kinds of soils).	cum	41.28	103.40	4268.35
2	Brick work in C.M. in 1:6 in F/P		10.25	2007	20571.75
3	Brick work in C.M. in 1:6 in S/S		1.5	2314.54	3471.81
4	Providing hoisting and fixing up to floor five level pre-cast reinforced cement concrete work in string courses, bands, copings, bed plates, anchor blocks, plain window sills and the likes including the cost of required centering and shuttering finishing smooth with 6mm thick cement plaster 1:3 (1cement: 3fine sand) on exposed surfaces but excluding the cost of reinforcement with 1:2:4 (1cement : 2coarse sand : 4graded stone aggregates 20mm nominal size).	cum	1.72	4880.15	8393.86
5	Reinforcement for RCC work including straightening, cutting, bending, binding and placing in position complete: Mild steel and medium tensile steel bars.	kg	103.20	41.50	4282.80
6	12mm cement plaster of mix: 1:6 (1cement : 6fine sand).	sqm	65.00	67.65	4397.25
7	12mm cement plaster finished with a floating coat of neat cement of mix: 1:4 (1cement : 4fine sand).	sqm	75.00	97.90	7342.50
8	6mm cement plaster of mix 1:3 (1cement : 3 fine sand).	sqm	6.00	62.15	372.90
9	Cement concrete flooring 1:2:4 (1cement : 2coarse sand : 4graded stone aggregates) finished with a floating coat of neat cement including cement slurry but excluding the cost of nosing of steps etc. complete: 40 mm thick with 20 mm nominal size stone aggregates.	sqm	20.00	192.95	3859.00
10	P/F AC Sheet complete	sqm	8	273.63	2189.04

11	White washing with lime to give an even shade: old work (One coat).	sqm	300.00	2.55	765.00
12	Providing and fixing white vitreous china water closet squatting pan (Indian type): Long pan pattern W.C. pan of size 580mm.	each	10.00	534.60	5346.00
13	Providing and fixing a pair of white vitreous china foot rests of standard pattern for squatting pan water closet: 250x130x30mm.	pair	10.00	111.70	1117.00
14	Providing and fixing plain bend of required degree: 100 mm Sand cast iron S&S as per IS:1729.	each	10.00	222.45	2224.50
15	Providing and fixing soil, waste and vent pipes: 100 mm dia Sand cast iron S&S as per IS:1729.	metre	6.00	451.00	2706.00
16	Providing and fixing soil, waste and vent pipes: 75 mm dia Sand cast iron S&S as per IS:1729.	metre	16.00	395.45	6327.20
	<b>Total Rs.</b>				<b>77634.68</b>

I/We hereby quote .....% above/below of estimated coat

In word .....

Name & Address of Tenderer:-

Signature of Tenderer

Supdt. Engineer Civil / Barora Area

