1. Name of work: Stationary Purchase for Civil Engineering Dept., Koyla Nagar, BCCL.

2. Name of contractor: 

Address (with Pin Code): 


4. Date of Receipt of Quotation: from 10.00 AM to 3.00 P.M. on 11.07.2011

5. Date of open of Quotation: AT 04.00 P.M. on 11.07.2011

6. Documents Issued
   i) Quotation Notice: 2 (two) pages
   ii) Bill of Quantity: 1 (one) page

7. Details of E.M.D.: 

SIGNATURE OF ISSUING OFFICER
QUOTATION NOTICE

Sealed Quotation on overall Percentage Rate basis are invited from the reputed contractors for the following work and the same will be received from 10.00 AM to 3.00 P.M. on 11.07.2011 at Tender Box No. 20, C.I.S.F. Post, near Koyla Bhawan Gate, Koyla Nagar, BCCL, Dhanbad and opened at 04.00 P.M. on the same day in the Office of GM (Civil), Civil Engineering Department, BCCL, Koyla Nagar, Dhanbad in the presence of intending tenderers or their authorized representatives. B.O.Q. for the job can be obtained from the office of the GM (Civil), CED, Koyla Nagar during working hours from 04.07.2011 to 08.07.2011. The Quotation is also available on Website http://bccl.cmpdi.co.in and can be downloaded. The other documents such as General terms & conditions and responsibility of the contractors, additional safety measures etc. also can be seen in the office of GM (Civil), Civil Engineering Department, Koyla Nagar on any working day which will be applicable to the contract. The details of works are given below:-

<table>
<thead>
<tr>
<th>Name of work</th>
<th>Estimated cost</th>
<th>Earnest money</th>
<th>Time of completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stationary purchase for Civil Engineering Dept., Koyla Nagar, BCCL.</td>
<td>₹ 43,057.35</td>
<td>₹ 450.00</td>
<td>10 (ten) days</td>
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</tbody>
</table>

No materials will be issued by the department for this work. The Quotation to be submitted in single Part. No tender without Earnest Money will be acceptable.

The tenderers have to submit Permanent Account Number of Income Tax (PAN No.) & TIN No.

Distribution:-
1) CGM/GMs of all Areas of BCCL – for display in Notice Board.
2) G.M.(Civil), CED, Koyla Nagar.
3) Chief Manager (Civil) W/S, CED
4) Chief Manager (Civil) EC, CED
5) Chief Manager (Personnel), CED, Koyla Nagar.
6) Sr. Manager (Finance), CED, Koyla Nagar.
7) Manager (Civil) TC, CED
8) Dy Manager (Finance), CED
9) Inspector I/c, CISF, Koyla Bhawan.
10) O.S. to GM (Civil), CED
11) Notice Board.
12) Concerned File
13) Tender Cell, CED

sd/-
Chief Manager (Civil) TC
4.1.1 Security Deposit shall consist of two parts;
   a) Performance Security to be submitted at award of work and
   b) Retention Money to be recovered from running bills.
   The security deposit shall bear no interest.

4.1.2 Performance Security should be 5% of contract amount and should be submitted within 28 days of receipt of
   LOA by the successful bidders in any of the form given below
   • a Bank Guarantee in the form given in the bid document
   • Govt. Securities, FDR or any other form of deposit stipulated by the owner
   • Demand Draft drawn in favour of Bharat Coking Coal Limited on any Scheduled Bank payable at its
     Branch at Dhanbad.

   The Earnest Money/ Bid Security deposited in the form of Bank Guarantee shall be discharged when the Bidder has
   signed the Agreement and furnished the required Performance Security/ Security Deposit. The bid security deposited in the
   form of Demand draft/ cash shall be adjusted against the security deposit.

   If performance security is provided by the successful bidders in the form of bank guarantee it shall be
   issued either -
   (a) at Bidder’s option by a nationalized/ Scheduled Indian Bank or
   (b) by a foreign bank located in India and acceptable to the employer.
   (c) the validity of the Bank Guarantee shall be for a period of one year or ninety days beyond the period of
       contract, whichever is more.

   Failure of the successful bidder to comply with the requirement as above shall constitute sufficient ground
   for cancellation of the award of work and forfeiture of the bid security.

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

4.2.2 5% Performance Security should be refunded within 14 days of the issue of defect liability certificate (taking over
   certificate with a list of defects). Retention Money should be refunded after issue of No Defect Certificate. Retention Money
   should be deducted at 5% from running bills.

4.3 The Bank Guarantee towards security deposit shall be acceptable only for values above Rs.50, 000/- and the Bank
   Guarantee shall also be valid for a minimum period of one year or ninety days beyond the period of contract, whichever is
   more. Bank Guarantee is to be submitted in the format prescribed by the company. Bank Guarantee shall be irrevocable and
   will be from amongst the list of Banks (Scheduled Banks) provided in the bid document.

4.4 The Company shall be at liberty to deduct/appropriate from the security deposit such sums as are due and payable
   by the contractor to the company as may be determined in terms of the contract, and the amount appropriated from the
   security deposit shall have to be restored by further deduction from the contractors subsequent on account running bills, if
   any.

   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.

4.5 On completion of the entire work and issue of defect liability certificate (taking over certificate with a list of defects) by
   the Engineer-in-charge, one half of the security deposit remaining with the company shall be refunded. The other half shall be
   refunded to the contractor after issue of No Defect Certificate by the Engineer-in-Charge. on the expiry of Defect Liability
   Period of six months, subject to the following conditions:

   a) Any defect/defects in the work, if detected after issue of defect liability certificate is/are rectified to the satisfaction
      of the Engineer-in-Charge within the said period.

   b) In the case of building work or 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 September, whichever is later in point of time and
      any defects such as leakages in roof, effloresces in walls, dampness, defects in drainage etc. should be rectified to
      the satisfaction of Engineer-in-Charge.
BILL OF QUANTITY FOR “STATIONARY PURCHASE FOR CIVIL ENGINEERING DEPT., KOYLA NAGAR, BCCL.”

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of the Item</th>
<th>Quantity</th>
<th>Unit</th>
<th>Rate (₹)</th>
<th>Amount (₹)</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Rim</td>
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<td>7</td>
<td>Ruled Paper</td>
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<tr>
<td>8</td>
<td>White Paper</td>
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<td>Rim</td>
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<tr>
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<tr>
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<td>Pkt</td>
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<td>2576.00</td>
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</tbody>
</table>

**Total (₹)** 43,057.35

**Synopsis:-**

I/ We Quote ................................... % (..........................................................) Above/ Below the Estimated Cost amounting to ₹ ..........................................................

(Rupees ..........................................................)

Signature of Contractor

Name of Contractor
Seal & Date