



**DREDGING CORPORATION OF INDIA LIMITED
CORPORATE OFFICE::VISAKHAPATNAM**

DCI/OPS/NMPT/Taxi/2020/

Date: 24-08-2020

Name of the work: Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis” at NMPT, Mangalore.

Period of Contract: Three years i.e. 2020-21, 2021-22, & 2022-23

Each year required 5 (Five) months from the date of issue of commencement order and extendable for another 2 more months on ‘month to month’ basis as per requirement /performance

Received By,

Important Dates:

1. Issue of Tenders : 24-08-2020 to 02-09-2020 upto 18:00 Hrs.
2. Last date of submission : 03-09-2020 @ 15:00 Hrs.
3. Opening of tenders : 03-09-2020 @15:30 Hrs.

Tender Submission Address:

Joint General Manger (Operations)
M/s. Dredging Corporation of India Ltd.
Operations Dept., 3rd Floor,
“Dredge House”, Main Road, HB Colony,
Seethammadhara,
Visakhapatnam-530022
E-mail ID: tvskumar@dcil.co.in,
kpramod@dcil.co.in
Mob: 9949825234/8978709004

Signature of the Tenderer with seal

DREDGING CORPORATION OF INDIA LIMITED
CORPORATE OFFICE::VISAKHAPATNAM

DCI/OPS/NMPT/Taxi/2020/

Date: 24-08-2020

Sealed Tenders are invited in **single cover two bid system** by Dredging Corporation of India Limited, Visakhapatnam from competent and experienced firms for rendering the following service:

1.	Name of Work	: Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis" at NMPT, Mangalore.
2	Period of Contract	: Period of Contract: Three years i.e. 2020-21, 2021-22, & 2022-23 Each year required 5 (Five) months from the date of issue of commencement order and extendable for another 2 more months on 'month to month' basis as per requirement /performance
3.	Estimated Cost: for 3 years including extra hours and extra kms & including GST	: Rs.13,33,800/- Excluding GST and Rs.14,00490/- including GST of 5% for 3 years
4	Cost of Tender	: Rs.295/- (Rupees Two Hundred and Ninety Five Only) inclusive of GST@18% (Non-Refundable) through RTGS/NEFT only.
5	Earnest Money Deposit	: Rs.20,000/- (Rupees Twenty Thousand Only) through RTGS/NEFT/Bank Guarantee as per Annexure-I
6	Validity of the Tender	: (90) Ninety days from the date of opening of Financial Bid.

Bidders can also pay :	Details of Bank account :
1. Cost of Tender documents	(a) Name of the Company: Dredging Corporation of India Ltd.,
2. EMD	(b) Name of the Bank : Syndicate Bank
3. Performance security	(c) Branch Name : DCI Ltd. Branch, Port Area,
4. Or for any other payments due to be paid to DCIL.	Visakhapatnam-530001
<i>E-Receipt in respect of Cost of tender document and EMD in this regard is a must and to be attached to the tender document in Cover -A.</i>	(d) IFSC code : SYNB0003583
	(e) Swift code : SYNBINBB032
	(f) Account type: : Current account
	(g) Account No. : 35833070000014
	(h) GST No. : 37AAACD6021B1ZB

Note: Tenderers shall send mail to treasury@dcil.co.in for obtaining confirmation for the receipt of Tender documents fees and EMD by furnishing details of firm/party, bank and UTR number etc. DCI will acknowledge the receipt of the above after due verification. The receipt to be enclosed along with the tender.

Signature of the Tenderer with seal

PRE QUALIFICATION CRITERIA:

Technical:

Should own or have hire agreement with owner of minimum one no. diesel driven AC taxi (Swift Desire or Tata Indigo or any other equivalent) of 2017 model or later model on hire for project use at Mangalore.

Financial:

1. Experience of having successfully completed supply of Swift Desire or Tata Indigo or any other equivalent services during last seven years ending July, 2020 should be any of the following:-
 - a. Three similar completed works costing not less than Rs.5.37 Lakhs. (Excl.GST & Taxes)
or
 - b. Two similar completed works costing not less than Rs.6.67 Lakhs. (Excl.GST & Taxes)
or
 - c. One similar completed work costing not less than Rs.10.67 Lakhs. (Excl.GST & Taxes)
2. Average Annual Financial Turnover of the company for the last three years ending 2020 (FY:2019-20, FY:2018-19 & FY:2017-18 shall be at least 4.00 Lakhs.

The Detailed NIT and Complete Tender Document are hosted in web site www.tenders.gov.in and www.dcitendersonline.com, parties shall visit the same. The document shall be downloaded from our Website. Downloaded document shall be signed and shall accompanied with all specified documents mentioned in tender along with confirmed E receipts of Tender fee and EMD and shall reach to the following address before the closing date and time through authorized person/agent/registered post/speed post /courier.

To,
Joint General Manger (Operations)
M/s. Dredging Corporation of India Ltd.
Operations Dept., 3rd Floor,
"Dredge House", Main Road, HB Colony,
Seethammadhara, Visakhapatnam-530022
E-mail ID: tvskumar@dcil.co.in, kpramod@dcil.co.in
Mobile no 9949825234 and 8978709004

The downloading of document shall be carried out strictly as provided on the website. No editing, addition, deletion of matter shall be permitted. If such action is observed at any stage, such proposals are liable for outright rejection.

Dredging Corporation of India Ltd. reserves the right to:

1. Accept or reject any or all Tenders without assigning any reason whatsoever.
2. Cancel the tender enquiry at any stage without assigning any reason.
3. Accept the tender in whole or part.
4. Reject the tender received with counter conditions.

Joint General Manager (Ops)
Dredging Corporation of India Limited
Visakhapatnam.
Signature of the Tenderer with seal

SCOPE OF WORK

Name of the work: Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis" at NMPT, Mangalore.

Period of Contract: Three years i.e. 2020-21, 2021-22, & 2022-23

Each year required 5 (Five) months from the date of issue of commencement order and extendable for another 2 more months on 'month to month' basis as per requirement /performance

Dredging Corporation of India Ltd., (DCI) having its Corporate Office at Visakhapatnam shall be taking up Maintenance dredging work for the years 2020-21, 2021-22 and 2022-23 at New Mangalore Port trust Mangalore. In this regard, DCI required "*Supply, manning and running of one No. diesel driven AC Taxi (Tata Indigo or Swift Desire or equivalent) of 2017 model or later model on hire on as and when required for project use at "NMPT Mangalore"* from the competent bidders.

The period of contract is for three years, i.e. 2020-21, 2021-22 and 2022-23. Each year required for 5 months from the date of issue of commencement order and extendable for another 2 months on month to month basis and in the same manner required for total 3 years, i.e. 2020-21, 2021-22 and for 2022-23.

The AC Taxi (Indigo/ Swift Desire or equivalent) shall be engaged on 12 Hrs basis with an average run of 120 Kms per day. The services of the Taxi are required for Project Manager and staff in and out dropping from project office to site and other project works. The Taxi should have good engine condition, proper lighting, good condition AC and seating arrangements etc. The Tenderer should invariably make such arrangement at his cost before commencement of the work.

The Tata Indigo/ Swift desire or equivalent AC Taxi driver should hold valid driving license and should be well experienced and well behaved. The valid "C" book, Insurance and other documents as per requirement of relevant authorities shall always be available in the vehicle.

Signature of the Tenderer with seal

GENERAL CONDITIONS

1. The sealed tender is invited in **single cover two bid system** i.e. (1) Technical bid/Qualifying bid and (2) Financial bid.
2. The technical bid should be kept in a separate sealed cover (Cover A) super scribed "Technical bid for *Supply, manning and running of one No. diesel driven AC Taxi (Tata Indigo or Swift Desire or equivalent) of 2017 model or later model on hire on as and when required basis at NMPT, Mangalore*".
3. The financial bid document should be kept in another separate cover (Cover B) super scribing "Supply, manning and running of one No. diesel driven AC Taxi (Tata Indigo or Swift Desire or equivalent) of 2017 model or later model on hire on as and when required basis at NMPT, Mangalore".
4. The two bids covers (technical and financial) together should be kept in a single cover and must be submitted to "**The Joint General Manager (Ops), M/s. Dredging Corporation of India Limited, Corporate Office, Dredge House, HB Colony, Visakhapatnam-530022**" by 15:00 Hrs on or before 03-09-2020 in an envelope super scribed "TENDER FOR SUPPLY, MANNING AND RUNNING OF ONE NO. DIESEL DRIVEN AC TAXI (TATA INDIGO OR SWIFT DESIRE OR EQUIVALENT) OF 2017 MODEL OR LATER MODEL ON HIRE ON AS AND WHEN REQUIRED BASIS AT NMPT, MANGALORE".
5. Unsealed covers or tenders received beyond stipulated time and date are liable for rejection.
6. The bids will be opened on 03-09-2020 at 15:30 Hrs in the chamber of Joint General Manager (Ops), Visakhapatnam in presence of bidders who may wish to be present.
7. The tender shall remain open and valid for acceptance for a period of 90 days from the date of opening of tender and on request of the Corporation the validity shall be extended further.
8. The financial bids of only those bidders would be opened whose Technical bids are found in order and accepted. The date and time of opening of the financial bids shall be intimated to the technically qualified bidders only.
9. The tenderer should study the tender documents carefully; understand the General and Special conditions of contract before submission of tender. The prospective bidder may get himself acquainted with the nature and scope of work and local conditions before quoting the rates.
10. The tenderer shall sign on all pages of the tender documents before submitting his tender.
11. The tenderer shall quote the rates in figures as well as in words in the schedule.
12. Rates quoted by the tenderer in Item-Rate in figures and words shall be carefully filled in, so that there is no discrepancy in the rates written in figures and words. However, if any discrepancy is found, the rates written in words shall be taken as correct.
13. The EMD will be submitted by the parties in the form of NEFT/RTGS/Bank Guarantee as per proforma in Annexure-I. The Bank Guarantee for EMD shall be valid for a period of 120 days from date of opening of tender. **Cheques and Demand Drafts shall not be accepted.** Tenders received without E.M.D or with lesser amount and which do not fulfill all or any of the above conditions or incomplete in any respect are liable for summarily rejection.
14. Canvassing in connection with the tenders is strictly prohibited and the tenders submitted by the Tenderers, who resort to canvassing, will be liable for rejection.
15. **(a)Performance security:** Successful tenderer shall be required to furnish an amount equivalent to **5% of the value of the contract for three years** towards performance security by way of NEFT/RTGS/Bank Guarantee as per proforma in **Annexure-II** in favor of Dredging Corporation of India Limited payable at Visakhapatnam within 7 (seven) days from

Signature of the Tenderer with seal

the date of issue of Work Order. The Bank Guarantee shall be extended in case of extension of work and shall be valid till completion of the work, for each year. BG will be continued for 2nd and for 3rd year also and will be returned to the contractor after successful completion of the entire contract period including extension if any and however, bears no interest. Failure to furnish Performance Security by the successful Bidder within the specified period shall constitute sufficient ground for the annulment of the award of contract and forfeiture of the EMD. Upon receipt of the specified amount towards Performance Security, the EMD shall be refunded to the tenderer.

(b) Alternatively, the contractor may opt for conversion of EMD amount into Performance Security and the balance amount shall be deposited to the corporation as Performance Security within 7 (Seven) days from the date of issue of the Work Order.

(c) Security Deposit: Security deposit of 5% of billed value shall be deducted from each running account bill in addition to clause No.15 (a) of GCC till total value of Security Deposit 5% of executed contract value.

(d) Security Deposit will not carry any interest. On successful completion of yearly contract, the Security Deposit will be refunded to the contractor upon submission of “**No dues and No claims**” certificate for that particular year.

(e) The performance security will be refunded after completion of 3 years contract upon submission of “**No dues and No claims**” certificate.

16. The tender containing uncalled for remarks or any additional conditions are liable for summary rejection.
17. The tenders will be opened in presence of the tenderers or their authorized representatives at Dredging Corporation of India Limited, Visakhapatnam at the time and date specified in tender or in case notified subsequently.
18. After receipt of work order and within 7 (Seven) days, the Contractor shall, at his own expense, enter into and execute a Contract Agreement on Rs.100/- Non-Judicial Stamp to be prepared by him in the form annexed hereto (**Annexure-III**). Until such Contract Agreement is executed, the other documents referred to in the definition of the term “Contract” here in before, shall collectively be the Contract and along with mails/letters exchanged. Failure to execute contract agreement within specified time may result in forfeiture of EMD.
19. The Tenderer shall furnish a certificate that he **is not related to any Officer of DCI**. The Tenderer should give a declaration along with his tender about the names of the relatives, if any, who are employed in the Dredging Corporation of India Ltd. (**Annexure-IV**)
20. The Tenderer shall furnish an undertaking that they have **not made any payment** or illegal gratification to any person/authority connected with the bid process so as to influence the bid process and have not committed any offence under the PC Act in connection with the bid. (**Annexure-V**)
21. The Tenderer shall disclose any information regarding any **current litigation** in which the tenderer is involved. (**Annexure-VI**)
22. In the event of cancellation of the contract due to delay in commencing the work by the successful tenderer, the E.M.D. will be forfeited.
23. The Tenderer shall not sub-let the work or any part of the work without prior permission of the Corporation.
24. In the matter of interpretation of various rules, clauses, specifications, general/special conditions the decision of Joint General Manager (Ops) DCI Visakhapatnam shall be the final and binding on the tenderer

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25. Settlement of Disputes/Arbitration clause

- a) The decision of the Chief General Manager (CGM) shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs, drawings and instructions and as to the quality of workmanship, or materials used on the work or any matter arising out or relating to the specifications and instructions concerning the works or the execution or failure to execute the same arising during the course of work. The above shall not be subjected to arbitration and in no case shall the works be stopped consequent on such a dispute arising and the work shall also be carried out by the contractor strictly in accordance with the instructions of the CGM.
 - b) Any dispute or difference arises between the DCI and the contractor in connection with the contract or as to the rights and liabilities of the parties hereto, other than those referred to in above or on matters which are stated to be final and binding on the contractor shall be referred to arbitration by a sole Arbitrator, a person to be nominated and appointed by the Managing Director, DCI, Visakhapatnam and the award of the sole Arbitrator shall be final and binding upon the parties hereto, subject to the provisions of the Arbitration & Conciliation Act, 1996.
 - c) The Arbitrator shall give a reasoned Award and it shall be in accordance with the provisions of Arbitration & Conciliation Act, 1996 or any statutory modifications or re-enactment thereof. The venue for the Arbitration shall be Visakhapatnam and the Court at Visakhapatnam shall have exclusive jurisdiction on all matters with reference to this contract.
26. DCI reserves the right to authorise any of its Officers/ Staff to supervise the type of services rendered by the Contractor and if it is found that the conduct, behavior and performance of the person employed by the Contractor is unsatisfactory, it may require the Contractor to immediately recall the particular person and substitute the person by another and the Contractor shall immediately comply with such requirements made by the DCI forthwith.
 27. The Contractor shall also abide by the terms and conditions, subsequently arising out, as mutually agreed between the DCI and the Contractor, from time to time. The Contractor, if any deficiencies pointed out by the representatives of the Corporation, should rectify forthwith.
 28. The DCI is in no way liable or responsible regarding injury while on duty to the Drivers of the Contractor, etc., or any other claims arising out of employment of Drivers etc., or the deployment of the Tata Indigo/Swift desire or equivalent AC Car.
 29. The contractor will be responsible for loss/damage of property or life because of negligence of driver or poor maintenance of vehicle or due to an accident. The corporation would not be responsible for loss/damage to property or life in account of such incidents.
 30. **Blacklisting:** In the event of failure or breach of the contractual obligations, the contractor/firm may be blacklisted and prevented from participating in the future tenders of the corporation for a specified period. The period of blacklisting and manner of blacklisting shall be decided by the competent authority.
 31. **Liquidated Damages:** In case of any delay in commencement/non-supply of Taxi/Car in specified time, liquidated damages @ 1% per week or part thereof of total billed value for that year, up to a maximum of 10% of the billed value shall be levied on contractor by DCI.
 32. The Contractor shall indemnify and keep indemnified DCI against all or any claims, notices, cases, proceedings of any nature whatsoever arising out of or in relation to their contract. This clause shall also be deemed to include claim from third parties, Drivers etc., and all types and/or nature of claims. Valid and subsisting insurance covering all types of claims should be maintained/continued during the entire contract period or extended period.

Signature of the Tenderer with seal

- 33. The Tenderers should submit the tender along with following documents and details superscribing the name of work and date of opening etc., addressed to the Joint General Manager (Ops), DCIL, Visakhapatnam.**
- i. Proof of Cost of Tender Documents should be submitted by way of NEFT/RTGS in favour of M/s. Dredging Corporation of India Limited.
 - ii. Proof of EMD should be submitted by way of NEFT/RTGS/Bank Guarantee as per proforma in Annexure-I in favour of M/s. Dredging Corporation of India Limited.
 - iii. Duly signed and filled bid form.
 - iv. Copy of Original Registration Certificates (RC) etc., of the Tata Indigo/Swift desire or equivalent AC Car offered to DCI.
 - v. Copy of valid comprehensive Insurance Policy covering the/Swift desire/Tata Indigo or equivalent AC Car.
 - vi. Proof of experience in similar job(s) having executed such job(s) satisfactorily during last seven years.
 - vii. Copy of clear title of owner of Swift Desire/Tata Indigo or equivalent AC Car shall be enclosed. If the Tenderer is not the owner of the car, specify the name of owner of the car and enclose necessary documents in support of authorization given by the owner to the Tenderer to offer and operate the Tata Indigo or equivalent AC Car by the Tenderer, in original duly executed on a Stamp Paper and Notarized.
 - viii. Audited balance sheet and profit/loss statements for the last three years ending 31st March'2020.
 - ix. Duly signed Tender Documents.
 - x. Company's profile with copy of Permanent Account Number (PAN) in the Firm's name.
 - xi. Copy of Provident Fund Registration Number.
 - xii. Copy of GST Number.
 - xiii. Other Relevant certificates (Annexure-IV, V & VI) are to be enclosed with the bid.
 - xiv. Vendor Form as per Annexure-VII.
34. Tenderer shall ensure that his tendered amount as per Cover B shall not mention in any other document directly or indirectly.
35. In case, tenderer backs out after opening the tender or after issue of work order or modify his tender after opening, EMD of such tenderer shall be forfeited in favor of the corporation.
36. Upon opening technical bid, in case the tenderer not submitted their credentials and necessary required documents, specified time will be given for submission of documents. In case parties are failed to submit within the above specified time, their bid shall be summarily rejected.

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SPECIAL CONDITIONS AND SPECIFICATIONS

1. The rates quoted shall be valid for the total contract period of three years and any extension period. As per the work requirement, each year Taxi services are required for 5 months (150 days) and extendable for another 2 more months on month to month basis as per project requirement/performance.
2. With regard to extended period, a work extension order will be issued with a notice period of (07) seven days.
3. The original contract/extended contract can be curtailed at any stage as per the discretion of DCI and in this regard a notice period 7 days will be given.
4. After completion of first year contract period i.e. 2020-21, contractor will be informed formally to stop the taxi services and kept in abeyance till issuance of 2nd year Work order for commencement of taxi services and the same for 3rd year.
5. Rates quoted by the tenderer shall include “Motor Insurance Policy” and no claim on this account shall be entertained. The Tenderer shall produce a copy of valid comprehensive Insurance Policy and Premium receipts as stated above whenever required.
6. The cost of diesel/Lube oils, etc. required for running the vehicle should be borne by the Tenderer and the rates quoted should be inclusive of diesel/lube oil, material, etc. excluding GST. Deployed vehicle should not be stopped for want of diesel/lube oil or any other requirement during journeys. As such, the Swift Desire or Tata Indigo or equivalent AC Car should report on duty with enough quantity of diesel/lubes etc. No escalation shall be payable due to hike in fuel, engine oil, labour, material etc. **The rates quoted /agreed shall be firm throughout the contract period including extension period and no enhancement in rates shall be entertained due to any reason.**
7. The vehicle and Driver supplied to DCI shall possess valid Road Tax License, Comprehensive Motor Insurance coverage, Pollution Control Certificate and other relevant statutory documents etc., as prescribed by the concerned Authorities from time to time and shall be kept in the vehicle at all times.
8. The quoted rates would be inclusive of all taxes, fuel/other oils, repairs, driver’s beta, charges for gate passes and vehicle passes, Port Exit/Entry permissions, toll gate fees, parking fees and all other charges excluding GST.
9. All statutory Taxes (Central/State) except GST in respect of this contract will be deemed to be inclusive in the quoted rate and the same will be payable by the contractor and DCI will not entertain any claim whatsoever in this respect. GST as applicable on actual shall be reimbursed by DCI on production of proof for payment to the authority.
10. The vehicle will be used including Sundays and Holidays as per the requirement of work and payment will be made for actual number of days the vehicle is engaged in a month.
11. All required running expenses including both major and minor repairs, servicing, maintenance, changing of engine/ lube oil, etc., shall be to borne by the Contractor.
12. The Tenderer should preferably provide a cell phone with incoming facility to his driver for smooth functioning of works.
13. The wages, overtime, bonus, BETA, etc., for the drivers shall be paid by the Contractor and the rates quoted are deemed to have included the same.
14. The contractor and his employees should strictly follow precautionary measures for “COVID-19” and shall comply central/state rules & regulations pertaining to “COVID-19”.
15. If the performance of the vehicle is not satisfactory, the Contractor will be notified in writing of the poor performance of the vehicle to correct it or to change the vehicle and in case the Contractor fails to improve the performance of the vehicle or to supply suitable substitute

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vehicle in good working conditions to the satisfaction of the Project Manager within reasonable time notified in the same notice, the DCI reserves the right to cancel the contract immediately after expiry of notice period and the Performance Security & Security Deposit may be forfeited.

16. In case of breakdown of the Taxi, the Contractor shall arrange a suitable substitute Taxi of equivalent capacity/specifications or more to ensure that the day to day works are not hampered within reasonable time. Failing which, the Corporation, without prejudice to rights and other remedies available under the contract, reserves the right to get the Taxi supplied through other Agencies at the risk and cost of the contractor and to deduct the additional cost, if any from the contractor from his bills or from any amounts due to the contractor.
17. In the event of early completion, temporary suspension of dredging/Project works/or closure of Mangalore Project Office, the hiring of Swift Desire/Tata Indigo or equivalent AC Car shall be suspended/ re-commenced by giving 3 (three) days notice to the Contractor.
18. **Payment:** The Contractor shall submit Running Account Bills *monthly* addressed to the Project Manager, Mangalore in duplicate along with logbook (Swift Desire/Tata Indigo or equivalent diary) in original duly signed by DCI representatives. The bills shall be settled by Project Office, Mangalore basing on the logbook entries within 30 days from the date of submission of bill complete in all respects after deducting the Security Deposit, Income Tax etc. as applicable according to Government rules. The Performance Security and the security deposit shall be refunded after the payment of the final bill on successful completion of the contract including extension period.
19. The payment shall be made per day of 12 hrs and 120 kms running or pro-rata thereof in case of less than 12 hours running.
20. Extra kms is payable as per schedule only when the total km run in a month
21. The vehicle will have to run within Mangalore city limits including port limits and through kutcha roads for dredging/disposal areas. The Tenderer should keep this in mind and see the site (s) before quoting the rates. Any damage caused to the vehicle(s) due to running on such roads/area should be to the Contractor's account and no claim on this account will be entertained by DCI at any stage.
22. The Project Manager or his representatives shall have the option to utilize the vehicle(s) beyond the city limit of Mangalore, when the vehicle is engaged on 12-hrs or more than 12 hrs basis as per requirement.
23. Driver's wages, bonus, beta etc., are to be borne by the Tenderer, and necessary P.F contributions have to be remitted by the Tenderer to P.F. Authority every month, and the details to be submitted along with the monthly bill, failing which DCI shall recover an amount equal to 25.16% of the employees wages, i.e. 12% worker contribution + 12% employer contribution + 1.16% towards inspection charges or as amended from time to time by P.F. Authorities. DCI Ltd., will directly deposit such recovered amount to RPFC while settling the bills. The contractor shall furnish driver/employee Aadhar Card having date of birth DD/MM/YYYY format and front page of Bank pass book shall be submitted in advance to generate UAN (Universal Account Number) in EPF Portal.
24. The Driver shall maintain proper discipline and behavior and he shall not in any manner cause any interference, annoyance, nuisance to the management of the DCI or its business or work or its Officers/ Employees/Other Official Guests.
25. The vehicle driver(s) shall maintain Trip sheets/Logbook and get it signed by the users of DCI representatives for all trips on the same day. Logbook should be produced to the office, whenever required. If the logbook is incomplete/not certified, payment shall not be made for the trip/Day.

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26. The Contractor shall also supply additional vehicle (Swift desire/Tata Indigo or equivalent) on the same rate, terms and conditions as and when required by DCI Ltd.
27. Necessary Port entry passes for the driver(s) and taxies supplied shall be arranged by Contractor. The Contractor shall abide by all rules and regulations in force while plying the Swift Desire/Tata Indigo or equivalent AC Car inside the restricted areas of Port Trust, etc.
28. Wages shall be paid by Contractor to the workmen directly without the intervention of any Jamadar or Thakedar and that the Contractor shall ensure that no amount by way of commission or otherwise deducted or recovered by the Jamadar from the wages of the workmen. The Contractor shall strictly comply with the various provisions of labour welfare statues like:
 - (i) Contract Labour (Regulation & Abolition) Act, 1970.
 - (ii) Inter-state Migrant Workmen (Regulation of employment and conditions of service) Act, 1947.
 - (iii) Industrial Dispute Act, 1947.
 - (iv) Payment of Gratuity Act, 1972.
 - (v) Equal Remuneration Act, 1976.
 - (vi) Employees P.F. & Misc. Provisions Act, 1952.
 - (vii) Minimum Wages Act, 1948.
 - (viii) ESI Act, 1948
 - (ix) Or as per relevant act as amended from time to time.

Signature of the Tenderer with seal

BID FORM

Date: _____

To
The Dredging Corporation of India Limited,
'Dredge House', HB Colony Main Road,
Visakhapatnam – 530 022.

Gentlemen,

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to deliver *as per scope of work* in conformity with the said bidding documents for the sum or such other sums as may be ascertained in accordance with the Schedule of Prices submitted separately as a Price Bid and made part of this Bid.

We undertake, if our Bid is accepted, to provide the services in accordance with the schedule specified in the Schedule of Requirements.

If our bid is accepted, we undertake to provide a performance security in the form, in the amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in the document and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

We certify/confirm that we comply with the eligibility requirements as specified in the bidding documents.

Dated this _____ day of _____ 2020 _____.

[Signature]

[In the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Signature of the Tenderer with seal

PARTICULARS OF VEHICLE PROPOSED TO BE SUPPLIED

1. NAME OF THE TENDERER : _____
2. CONTACT PERSON & FULL ADDRESS : _____
: _____

3. TELEPHONE/CELL NOS. :OFFICE : _____
RESIDENCE : _____
4. TYPE OF TATA INDIGO OR EQUIVALENT AC CAR : _____
5. YEAR OF MANUFACTURE : _____
6. REGISTRATION NO. : _____
7. SEATING CAPACITY : _____
8. NAME & ADDRESS OF OWNER : _____
9. COMPREHENSIVE INSURANCE PARTICULARS & VALIDITY : _____
10. CONDITION OF UPHOLSTERY : _____
11. ANY OTHER PARTICULARS : _____
THE TENDERER WISH TO FURNISH
REGARDING THE TATA SUMO (NON-AC)

NOTE:

- (A) The copies of Registration certificate, comprehensive insurance policy, PF particulars, GST Regn. No., copy of PAN Card, etc should be enclosed with the tender without fail.
- (B) Swift Desire/Tata Indigo or equivalent AC Car shall not be older than 2017 model/ make.
- (C) Tenders received from Firms, without fulfillment of above, will be rejected.

Signature of the Tenderer with seal

DREDGING CORPORATION OF INDIA LIMITED**Dredge House, Visakhapatnam****BILL OF QUANTITIES**

Name of the work: Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis” at NMPT, Mangalore.

Period of Contract: Three years i.e. 2020-21, 2021-22, & 2022-23
Each year required 5 (Five) months from the date of issue of commencement order and extendable for another 2 more months on ‘month to month’ basis as per requirement /performance

Sl. No.	Description of work	Unit	Qty	Rate (in Rs)	Amount (in Rs)
1.	Charges for supply, manning and running of one No. diesel driven AC Taxi (Swift Desire/Tata Indigo/Toyota Etios/Mahindra Veritoor or any other equivalent) of 2017 model or later model on hire per day of 12 Hrs working/120 KMs run per day basis excluding Break down period. The rate inclusive of cost of fuel, driver charges, beta per day and all others etc complete. (Excl GST). <i>Note - (150 days for each year, same for 3 years)</i>	Per day of 12 Hrs/120 Km or prorata	450 days		
2.	Rate for extra hour beyond 12 Hours per day when operated as per Sl.No.1 of above. (Excl. GST) <i>Note - (100 Hrs for each year, same for 3 years)</i>	Per Hour	300 Hrs		
3.	Rate for Extra KM beyond total kms run in a month when operated as per Sl.No.1 of above. (Excl.GST) <i>Note - (1200 kms for each year, same for 3 years)</i>	Per KM	3600 Kms		
4.	<u>Additional vehicle:</u> Hire charges for one No. diesel driven AC Taxi (Swift Desire/Tata Indigo or any other equivalent) of 2017 model or later model for making outside trips per KM, inclusive of cost of fuel, labour, excluding break down and all other taxes. complete (Excl. GST)	Per KM	6000		
	<u>TOTAL Amount without GST</u>				
	<u>TOTAL Amount with GST @ 5%</u>				

Note:

- 1) Above quoted rates are fixed for entire contract period of 3 years, i.e 2020-21,2021-22, & 2022-23 and no escalation will be payable
- 2) Quoted rates shall be inclusive of all charges, taxes, toll/parking charges and other dues excluding GST.

Signature of the Tenderer with seal

FORM OF BANK GUARANTEE
(IN LIEU OF EMD)

Bank Guarantee No.:

Date:

To
The Dredging Corporation of India,
Dredge House, HB Colony Main Road,
Visakhapatnam – 530022.

WHERE AS _____ (hereinafter) called “the Tenderer” has submitted its tender dated _____ for the execution of “**Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis” at NMPT, Mangalore**” (hereinafter called “the Tender”) in favour of DREDGING CORPORATION OF INDIA LIMITED, “Dredge House”, Main Road, HB Colony, Visakhapatnam – 530022 hereinafter called the “CORPORATION”.

KNOW ALL MEN by these presents that we, _____ (Name of the bank with address) (hereinafter called “the Bank” are bound unto the Corporation for the sum of Rs.20,000/- (Rupees Twenty Thousand Only) for which payment will and truly to be made to the said Corporation, the Bank binds itself, its successors and assigns by these presents:

THE CONDITIONS of this obligation are:

1. If the Tenderer withdraws his Tender
 - (a) during the period of Tender validity specified in the Tender,
 - OR
 - (b) having been notified of the acceptance of his Tender by the Corporation during the period of Tender Validity.
2. Fails or refuses to execute the Agreement, if required or
3. Fails to commence the work as per the Letter of Intent or Word Order

We undertake to pay to the Corporation up-to the above amount upon receipt of his first written demand, without the Corporation having to substantiate his demand, provided that in his demand the Corporation will note that the amount claimed by him is due to him owing to the occurrence of one or both of the conditions, specifying the occurred condition or conditions.

Notwithstanding anything herein contained, our liability under this guarantee is limited to Rs.20,000/- (Rupees Twenty Thousand Only) and will remain in force up to 120 days from the date of opening or date fixed for opening of tender, and any demand in respect thereof must reach the Bank not later than the date of expiry of this guarantee failing which all the rights of the Corporation under the guarantee shall be forfeited and the Bank shall be deemed to be relieved or discharged from all liabilities hereunder.

Dated _____ day of _____ 2020

For

(Name of the bank with address)

Signature of the Tenderer with seal

FORM OF BANK GUARANTEE
(IN LIEU OF PERFORMANCE SECURITY)

Bank Guarantee No.:

Date:

To
 The Dredging Corporation of India Limited,
 'Dredge House', HB Colony Main Road,
 Visakhapatnam – 530 022.

In consideration of Dredging Corporation of India Limited, a Company incorporated under the Companies Act, 1956 and having its Registered Office at Core No.-2, First Floor, SCOPE MINAR, Plot No. 2A & 2B, Laxmi Nagar District Center, DELHI – 110 091, India (herein after called the "DCI") having agreed to exempt M/s _____ having its Registered Office at _____ (herein after called the said "CONTRACTOR" from the demand under the terms and conditions of an Agreement/Contract/Work Order dated _____ made between DCI and Contractor for "**Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis" at NMPT, Mangalore**" (herein after called the said "Agreement"), of Security Deposit for the due fulfillment by the said Contractor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. _____ (Rupees _____ Only),

1. We hereinafter referred to as "the Bank" at the request of M/s. _____ (Contractor) do hereby undertake to pay to the DCI an amount not exceeding Rs. _____ (Rupees _____ Only) against any loss or damage caused to or suffered or would be caused to or suffered by the DCI by reason of any breach of the said Contractor of any of the terms and conditions contained in the said Agreement.
2. We do hereby undertake to pay the amounts due and payable under this guarantee without any demur merely on a demand and without reference to the Contractor from the DCI stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the DCI by reason of breach by the said Contractor of any of the terms or conditions contained in the said Agreement or by reason of the Contractor's failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____ (Rupees _____ Only).
3. We undertake to pay to the DCI any money so demanded notwithstanding any dispute or disputes raised by the Contractor in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

Signature of the Tenderer with seal

4. We further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the DCI under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till DCI certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor and accordingly discharge this guarantee. Unless a demand or claim in writing under this guarantee has been received by us, we shall be discharged from all liability under this guarantee thereafter.
5. We further agree that the DCI shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Contractor from time to time or to postpone for any time or from time to time any of the powers exercisable by the DCI against the said Contractor and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor or for any forbearance, act or omission on the part of the DCI or any indulgence by the DCI to the said Contractor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor.
7. We lastly undertake not to revoke this guarantee during its currency except with the previous consent of the DCI in writing.
8. This guarantee will remain in force until_____. All claims under this guarantee must be made in writing and dispatched to us by Registered Post, Hand Delivery or by Courier against acknowledgment. Notwithstanding what is stated above, our liability under this guarantee will be limited to Rs._____ (Rupees_____Only).

Dated _____ day of _____ 2020

For

(Name of the bank with address)

Signature of the Tenderer with seal

FORM OF CONTRACT AGREEMENT

This agreement made on ____ day of _ between **M/s. Dredging Corporation of India Limited**, a body under the Companies Act, 1956, having its registered Head Office at Visakhapatnam (hereinafter called “the EMPLOYER”, which expression shall unless excluded by or repugnant to the context, be deemed to include their successors in office”) of the one part and _____ (Name and address of the CONTRACTOR if any individual and of all partners if a Partnership with all their addresses) (hereinafter called the “CONTRACTOR” which expression shall unless excluded by or repugnant to the context, be deemed to include his/their heirs, executors, administrators, representatives and assigns or successors in office) of the Other Part, whereas the “Employer” is desirous of **“Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis” at NMPT, Mangalore** and the Contractor has offered to **“Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis” at NMPT, Mangalore** and whereas the CONTRACTOR has deposited a sum of Rs. _____ as Performance Security in the form of RTGS/NEFT for the due fulfillment of all the Conditions of the Contract:

Now this agreement witnesseth as follows:

1. That in this agreement words and expression shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. That the following documents shall be deemed to form and be read and construed as part of this agreement viz:
 - The Contract Agreement.
 - The Tender submitted by the Contractor.
 - Instructions to Tenderer.
 - Conditions of Contract.
 - Specification for the Works.
 - Price Bid.
 - Work order.
 - Correspondence exchanged before the issue of letter of acceptance by which the Conditions of Contract are amended, varied or modified in any way by mutual consent (to be enumerated).
3. That the Contractor hereby covenants with the Employer to complete the Contract in conformity, with the provisions of the Contract in all respects.
4. That the Employer hereby covenants to pay the Contractor in consideration of such completion of the Contract, the “Contract Price” of Rs. _____ (Rupees _____) at the times and in the manner prescribed by the Contract.

Signature of the Tenderer with seal

IN WITNESS whereof the parties hereunto have set their hands and seals the day and year first above written.

CONTRACTOR

EMPLOYER

Signature :

Signature :

Name :

Name :

Designation :

Designation :

Seal :

Seal :

In the presence of Witness

Signature :

Signature :

Name & Address :

Name & Address :

Signature of the Tenderer with seal

PROFORMA FOR EMPLOYMENT OF RELATIVES

Date:

To
The Joint General Manger (Operations)
M/s. Dredging Corporation of India Ltd.
Operations Dept., 3rd Floor,
“Dredge House”, Main Road, HB Colony,
Seethammadhara,
Visakhapatnam-530022.

Sir,

Sub: Tender for “Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis” at NMPT, Mangalore”-Reg.

With reference to your Tender No.: DCI/OPS/NMPT/Taxi/2020/ dated 24-08-2020 and as per Cl. No. 19 of GCC, we hereby certify that, we are not related to any Officer of Dredging Corporation of India Ltd., and also certify that we do not have any relatives employed in the Dredging Corporation of India Ltd.

‘OR’

We hereby certified that my relative(s) working as Officer in Dredging Corporation of India Ltd. is given below:

- 1.....
- 2.....
- 3.....
- 4.....

Thanking you,

Yours faithfully,

*Strike out whichever is not applicable.

Signature of the Tenderer with seal

PROFORMA FOR UNDERTAKING

Date:

To
The Joint General Manger (Operations)
M/s. Dredging Corporation of India Ltd.
Operations Dept., 3rd Floor,
“Dredge House”, Main Road, HB Colony,
Seethammadhara,
Visakhapatnam-530022.

Sir,

Sub: Tender for “Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis” at NMPT, Mangalore”-Reg.

With reference to your Tender No.: DCI/OPS/NMPT/Taxi/2020/ dated 24-08-2020 and as per Cl. No. 20 of GCC, we hereby undertake that, we have not made any payment or illegal gratification to any person/authority connected with the bid process so as to influence the bid process and we have not committed any offence under the PC Act in connection with the bid.

and,

As per Cl. No. 20 of GCC, we hereby certified that we have nothing to disclose any payments made or proposed to be made to any intermediate (agents etc.) in connection with the bid.

Thanking you,

Yours faithfully,

Signature of the Tenderer with seal

PROFORMA FOR LITIGATION

Date:

To
The Joint General Manger (Operations)
M/s. Dredging Corporation of India Ltd.
Operations Dept., 3rd Floor,
“Dredge House”, Main Road, HB Colony,
Seethammadhara,
Visakhapatnam-530022.

Sir,

Sub: Tender for “Supply, manning and running of one no. diesel driven AC Taxi (Swift Desire/Toyota Etios/Tata Indigo/Mahindra Veritoor or any other equivalent etc.) of 2017 or later model on hire on as and required basis” at NMPT, Mangalore”–Reg.

With reference to your Tender No.: DCI/OPS/NMPT/Taxi/2020/ dated 24-08-2020 and as per Cl. No. 21 of GCC, we hereby certified that, we do not have any current litigation with any party/ firms.

‘OR’

We hereby certified that presently we are having litigation with the following party/ firms:

- 1.....
- 2.....
- 3.....
- 4.....

Thanking you,

Yours faithfully,

*Strike out whichever is not applicable.

Signature of the Tenderer with seal

VENDOR FORM

1. Vendor Details

- a) Name of the Vendor :
- b) Address :
- c) Place of Registration :
- d) Principal place of business :
- e) Email ID :
- f) Contact No. :

2. Taxation and Other Registration Details (Supporting copies need to be attached)

- a) PAN No. :
- b) GSTIN :
- c) Type of Vendor : Registered / Unregistered / Composite Dealer
(Tick whichever is applicable)

3. Bank Details (Copy of cancelled cheque needs to be attached)

- a) Bank Name, Branch & City :
- b) Bank Account Number :
- c) IFSC :

Signature of the Tenderer with seal