

DREDGING CORPORATION OF INDIA LIMITED
VISAKHAPATNAM-530 022

Ref: DCI/HR/06/E/10 /2021

Date. 02.08.2021

To,

Dear Sir,

Sub: Quotation enquiry for supply of VIP Odyssey Brief Cases – Reg.

DCI intends to identify suitable parties for supply of VIP Odyssey Brief Cases on as and when required basis and on rate contract basis initially for a period of two years and extendable by another one year, on the same rates, terms and conditions. The terms and conditions of the contract are indicated in the enclosure.

You are requested to offer your most competitive rates in the bill of quantities and submit in a sealed cover on or before 1500 hrs on 12.08.2021. The tenders will be opened on 12.08.2021 at 15.30 hrs. The VIP Odyssey Brief Cases shall be as per the specifications indicated in the bill of Quantities.

Thanking you,

Yours faithfully,
For DREDGING CORP. OF INDIA LTD.,

JM (Elect./GS)

GENERAL & SPECIAL TERMS OF CONTRACT

01. The Tender cover should be sealed and super scribed with supply of VIP Brief Case (Tender No.DCI/HR/06/E/10/2021 dated: 02.08.2021.
02. The sealed tender completed in all respects may either be submitted by post before the stipulated time and date (i.e., on 12.08.2021 at 1500 hrs or the same may be dropped in the tender box placed at Ground Floor, "Dredge House" H.B.Colony, Main Road, Seethammadhara, Visakhapatnam-530 022. In case the tenders are sent by post, DCI will not be responsible for any postal delays. Unsealed tenders will be summarily rejected.
03. The tenders will be opened at 1530 hrs on the due date (i.e 12.08.2021) in presence of such tenders/representatives who are present at the time.
04. Tenders received after specified time and date will not be accepted.
05. All tenders must be absolutely clear, failing which the same will not be considered.
06. All Columns would be properly and legibly filled in. No column would be left blank. Any correction in the rates etc., would be duly attested by the tenderer. Alterations, if any, not authenticated with attestation may result in the rejection of the tender.
07. Rates quoted by the tenderer in item rate tender in figures and words will be accurately filled in so that there is no discrepancy in the rates written in figures and words.
08. Special care shall be taken to write the rates in figures as well as in words and the amounts in figures only, in such a way that the interpolation is not possible. The total amount shall be written both in figures and in words. In case of figures words Rs. Shall be written before the figures of rupees and words paisa after decimal figures viz., Rs.2.15 ps. And in the case of words, the rupees shall precede and the words paisa would be written at the end. Unless when the rate is in whole rupee and followed by the words only, it would be invariably be up to two decimal places.
09. The rate will be quoted in decimal coinage and will be noted in words and figures. The amount for each item would be worked out and the requisite total given.
10. If the amount of an item is not worked out by the tender, it does not correspond with the rate written either in figures or in words, then the rate quoted by the tenderer in words will be taken as correct.
11. Where the rate quoted by the tender in figures and words tallies but the amount is not worked out correctly, the rate quoted by the tenderer will be taken as correct and not the amount.
12. Item rate tender bearing any inscription either to increase or decrease the rate quoted, they will not be considered and such tender will be rejected summarily.
13. The tenderer should sign on all pages of the tender documents including scheduled attached with the tender while tendering for the work.

SIGNATURE OF THE TENDERER WITH SEAL

14. The discount percentage quoted in the tender will remain firm during the currency of contract including the extended period if any. If any special discount is offered by the manufacturer the same has to be passed on to DCI.
15. The rates would be inclusive of all taxes, packing, forwarding and all other charges.
16. When a tenderer signs a tender in an India Language, the rates and the total amount tendered would also be written in the same language. In the case of illiterate tenderers, the rates or the amounts tendered would be attested by witness.
17. The rate should be inclusive of GST and GST amount shall be shown separately with HSN code, etc. Income tax or any other taxes as applicable as per Govt. rules from time to time will be deducted.
18. All rules and regulations governing the Dredging Corporation of India Limited will be applicable.
19. If as a result of any post audit, any amount is found to be recoverable from the tenderer, the same will be recovered first from any sum due to the tenderer against any current bill of the tenderer and/or from their Security Deposit and/or from any other amount due from the Corporation and/or demand.
20. The tenderer shall furnish the "e" Bank Account.No.NEFT/RTGS facility for payment of their bills by electronic transfer, GST No, PAN No, copies of the same to be submitted.
21. The tenderer will furnish a certificate that he is not related to any officer of Dredging Corporation of India Limited or any officer of the rank of Asst.Secretary or above in the Ministry of Ports, Shipping and Water Ways Government of India. The tender should give a declaration along with their tender about the names of the relatives, who are employed in Dredging Corporation of India Limited. Pro-forma of declaration attached. (Pro-forma-I).
22. The tenderer shall give 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 Prevention of Corruption Act in connection with the Bid (Pro-forma-II).
23. In case the tenderer fails to supply the items within the stipulated period, liquidated damages @ 1% per week or part thereof up to a maximum of 10% of the contract value for delay in the completion of supply will be levied on the value of the balance supply to be completed as per purchase order for non-supply of the items.

24. **ARBITRATION:**

In case of dispute between DCI and the contractor for contract up to Rs.10 Crores, the issue will be referred to Chief General Manager (CGM), Dredging Corporation of India Limited and the decision of CGM, shall be final, conclusive and binding on all the parties and the contract upon all question 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 CGM.

SIGNATURE OF THE TENDERER WITH SEAL

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 the arbitration by a sole Arbitrator, as per the provisions of the Arbitration and Conciliation Act 1996 and the award of the sole Arbitrator shall be final and binding upon the parties hereto, subject to the provisions of the Arbitration and Conciliation Act 1996.

The arbitrator shall give a reasoned award and it shall be in accordance with the provisions of the Arbitration and Conciliation Act 1996 or any statutory modifications or reenactment thereof. The venue of the Arbitration shall be Visakhapatnam and the courts at Visakhapatnam shall have exclusive jurisdiction on all the matters with reference to this contract.

SIGNATURE OF THE TENDERER WITH SEAL

PRICE BID

BILL OF QUANTITIES

Sl. No	Description of the Item	Unit Rate	Discount % and amount		Basic Unit Price after discount		GST % and amount		Net Price each	
			Rs.	Ps.	Rs.	Ps.	Rs.	Ps.	Rs.	Ps.
01	Brief Case – VIP Odyssey EBT –XL									
02	Brief Case –VIP Odyssey BT - XL									

Note:

1. If any party quotes other than the models / make mentioned above will not be considered.
2. The L-1 party will be identified item wise lowest quoted party.
3. The requirement is only on as and when required basis.

SIGNATURE OF THE TENDERER WITH SEAL

Place:

Date:

PROFORMA-I

Date:

To
M/s. Dredging Corporation of India Limited.,
“Dredge House”, H.B.Colony Main Road,
Seethammadhara, Visakhapatnam-530 022.

Sir,

Sub: Quotation enquiry for supply of VIP Odyssey Brief Cases – Reg.

With reference to your Tender.No.DCI/HR/06/E/10 /2021 Dated 02.08.2021 and as per Cl.No.21 of General & Special Conditions of the contract, we here by certify that we are not related to any officer of Dredging Corporation of India Limited., or any officer of the rank of the Asst. Secretary or above in the Ministry of Shipping, Government of India and also certify that we do not have any relatives employed in the Dredging Corporation of India Ltd.,.

Thanking you,

Yours faithfully,

PROFORMA-II

Date:

To
M/s. Dredging Corporation of India Limited.,
“Dredge House”, H.B.Colony Main Road,
Seethammadhara, Visakhapatnam-530 022.

Sir,

Sub: Quotation enquiry for supply of VIP Odyssey Brief Cases – Reg.

With reference to your Tender.No.DCI/HR/06/E/10 /2021 Dated 02.08.2021 and as per Cl.No.22 of General & Special Conditions of the contract, we here by certify that we have not made any payment of 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 prevention of Corruption Act in connection with the bid.

Thanking you,

Yours faithfully,