

**DREDGING CORPORATION OF INDIA LIMITED**

Head office : Visakhapatnam – 530 001

Ref No: DCI/OPS/GOA/TAXI/2019

Date: 03.08.2019

NAME OF WORK: SUPPLY, MANNING AND RUNNING OF ONE NO. DIESEL DRIVEN AC TAXI (SWIFT DESIRE OR TATA INDIGO OR ANY OTHER EQUIVALENT) OF 2017 MODEL OR LATER MODEL ON HIRE ON AS AND WHEN REQUIRED BASIS AT GOA.

DUE DATES

- 1) Downloading of Tenders : 03-08-2019 to 12-08-2019
- 2) Last date submission of Tenders : up to 1500 Hrs on 13-08-2019
- 3) Opening of Tenders : at 1530 Hrs on 13-08-2019

Jt. GENERAL MANAGER (OPS)
Dredging Corporation of India Ltd.,
Dredge House, Port Area,
VISAKHAPATNAM -530 001
Telephone No:- 0891 2871344
Fax :- 0891 2560581/565920
e-maii:- hodops@dcil.co.in, svprasad@dcil.co.in

Signature of the Tenderer with seal



DREDGING CORPORATION OF INDIA LIMITED
Head office, Port Area, Visakhapatnam – 530 001

**TENDER DOCUMENT
FOR**

SUPPLY, MANNING AND RUNNING OF ONE NO. DIESEL DRIVEN AC TAXI (SWIFT DESIRE OR TATA INDIGO OR ANY OTHER EQUIVALENT) OF 2017 MODEL OR LATER MODEL ON HIRE ON AS AND WHEN REQUIRED BASIS AT GOA.

Signature of the Tenderer with seal

DREDGING CORPORATION OF INDIA LIMITED
VISAKHAPATNAM

Ref No: DCI/OPS/GOA/TAXI/2019

Date: 03.08.2019

NOTICE INVITING TENDER

Sealed Tenders are invited in Single stage two bid system (Technical & Financial Bid) by Dredging Corporation of India Limited, Visakhapatnam from competent and experienced firms who had dealt with Govt. Organisations/ Public Sector Undertakings for rendering the following service:

1	Name of work	:	SUPPLY, MANNING AND RUNNING OF ONE NO. DIESEL DRIVEN AC TAXI (SWIFT DESIRE OR TATA INDIGO OR ANY OTHER EQUIVALENT) OF 2017 MODEL OR LATER MODEL ON HIRE ON AS AND WHEN REQUIRED BASIS AT GOA .
2	Estimated Value of work (For Three Months) The estimated value is for regular taxi, additional Taxi for local trips and outstation trips for three months)	:	Rs.5,31,110/- (Excl.GST) (Rupees Five lakhs Thirty one thousand one hundred and ten only)
3	E.M.D.	:	Rs.10,625/- (Rupees Ten thousand six hundred and twenty five only.) to be remitted through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender or in the form of Bank Guarantee as per format provided in the tender. The details of DCI Current Account at Syndicate Bank is as follows:- DCI Current Account No:- 35833070000014 Branch Name:- DCI Ltd Port Area Branch Visakhapatnam IFSC/RTGS No:- SYNB0003583
4	Performance Security	:	5% of contract value to be deposited as a Performance security within 10 days from the date of issue of work order.
5	Period of Contract	:	Initially for a period of Three months extendable for another three months on month to basis as per the requirement.
6	Downloading of tender Documents	:	From 03-08-2019 to 12-08-2019 up to 1730 hrs during office working hours.
7	Last date for submission of Tenders	:	Up to 1500 hrs on 13-08-2019.
8	Date & Time of opening of Bids	:	At 1530 hrs on 13-08-2019.
9	Cost of Tender Document	:	Rs.250 + 18% (GST) = Rs.295/- (Rupees Two hundred Ninety five only) including GST to be remitted through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender or in the form of Bank Guarantee as per format provided in the tender. The details of DCI Current Account at Syndicate Bank is as follows:- DCI Current Account No:- 35833070000014 Branch Name:- DCI Ltd Port Area Branch Visakhapatnam IFSC/RTGS No:- SYNB0003583

Interested eligible parties may download the tender document from the following websites: <https://eprocure.gov.in> and www.dredge-india.com. The payment towards cost of tender and EMD shall be made through NEFT/RTGS in favor of **M/s. Dredging Corporation of India Limited, Visakhapatnam**. The downloading of document shall be carried out strictly as per the provision 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.

Signature of the Tenderer with seal

The details of DCI Current Account at Syndicate Bank is follows:-DCI Current Account No :-**3583307000014**Branch name:- **DCI LTD PORT AREA BRANCH VISAKHAPATNAM**IFSC/RTGS No:- **SYNB0003583**SWIFT Code No:- **SYNBINBB032**

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 Technical Bid (Cover-A). Tenderers may contact the following address for clarifications regarding sale of Tender documents, submission, receipt of tender etc. from 1000 Hrs to 1700 Hrs on all working days:

Joint General Manager (OPS)

DREDGING CORPORATION OF INDIA LIMITED,

Dredge House, Port Area,

Visakhapatnam.

PIN: 530035.

Phone: 0891-2871397/376

Email: hodops@dcil.co.in, nksiem@dcil.co.in, blmurthy@dcil.co.in, subramanyam@dcil.co.in

Dredging Corporation of India Ltd. reserves the right to:

1. Issue Tender Documents only to those considered capable to execute the work.
2. Accept or reject any or all Tenders without assigning any reason whatsoever.
3. Cancel the tender enquiry at any stage without assigning any reason.
4. Accept the tender in whole or part.
5. Reject the tender received with counter conditions.

Signature of the Tenderer with seal

Tenderer should possess the following minimum qualifying requirements:**I. Technical:**

Should own **or** have hire agreement with owner of DIESEL DRIVEN AC CAR (TATA INDIGO, SWIFT DESIRE OR EQUIVALENT) OF NOT OLDER THAN 2017 OF 2017 MODEL OR LATER MODEL MAKE ON HIRE FOR PROJECT USE AT GOA.

II. Financial:

- a. Average annual financial turnover during the past three years ending 31st March, 2019 should be at least Rs.1.594 Lakhs. (Excl.GST & Taxes)
1. Experience of having successfully completed supply of SWIFT DESIRE / TATA INDIGO OR EQUIVALENT services during last seven years ending March, 2019 should be any of the following:-
 - b. Three similar completed works costing not less than Rs.2.125 Lakhs. (Excl.GST & Taxes)
or
 - c. Two similar completed works costing not less than Rs.2.656 Lakhs. (Excl.GST & Taxes)
or
 - d. One similar completed work costing not less than Rs.4.250 Lakhs. (Excl.GST & Taxes)

Dredging Corporation of India Limited reserves the right to:

1. Issue Tenders only to those considered competent to carry out the work.
2. Accept or reject any or all tenders without assigning any reason whatsoever.
2. To cancel the tender at any stage for the reasons whatsoever it may be.

Joint General Manager (OPS)
Dredging Corporation of India Limited
DREDGE HOUSE, VISAKHAPATNAM

Signature of the Tenderer with seal

ITEM RATE – TENDER FOR WORK

I/ We hereby agree for execution for Dredging Corporation of India Limited of the work specified in the under written Memorandum within the time specified in such Memorandum at the rates specified therein, and in accordance with the specifications and instructions in writing referred in rules thereof and conditions of contract and with such materials are provided for by and in all other respects in accordance with such conditions so far as applicable.

MEMORANDUM

- 1 Name of work : 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 Goa.
- 2 E.M.D. : Rs.10,625/- (Rupees Ten thousand six hundred and twenty five only) to be remitted through NEFT/RTGS and copy of electronic receipt/UTR to be enclosed with the tender or in the form of Bank Guarantee as per format provided in the tender.
The details of DCI Current Account at Syndicate Bank is as follows:-
DCI Current Account No:- 35833070000014
Branch Name:- DCI Ltd Port Area Branch Visakhapatnam
IFSC/RTGS No:- SYNB0003583
- 3 Period of Contract : Initially for a period of Three months extendable for another three months on month to month basis as per the requirement. Informatively, the original contract/ extended contract can be curtailed at any stage as per the discretion of DCI.
- 4 Time allowed to commence the work : Five days from the date of issue of work order or as per the instructions in the work order.

02. Should this tender be accepted, I/ We hereby agree to abide by and fulfill the terms and provisions of the conditions contained in the tender document, Scope of work, General Conditions and Special Conditions and Specifications which have been read by me/ us, read and explained to me/ us so far as applicable, or in default thereof to agree to set off the extra cost if any, of carrying out the work at my/ our risk and cost, against the Performance Security available with the Dredging Corporation of India Ltd., or its successors and to pay the DCI or its successors on demand as debt due any amount required to meet the extra cost of carrying out the work over and above Earnest Money furnished by me/ us and/ or Security Deposit recovered from my/ our running account bills.

03. Bank NEFT/RTGS No. _____ drawn in favour of DREDGING CORPORATION OF INDIA LIMITED, payable at Visakhapatnam for Rs. Rs.10,625/- (Rupees Ten thousand six hundred and twenty five only.) is hereby forwarded towards **Earnest Money Deposit**

Bank Guarantee (**Annexure- IV**) executed in favor of DREDGING CORPORATION OF INDIA LIMITED, Visakhapatnam for Rs. _____ (Rupees _____ only) is hereby forwarded towards Earnest Money Deposit.

Signature of the Tenderer with seal

4. I/ We hereby confirm having read and understood all the terms and conditions of the tender and abide by these terms and conditions.

Signature of the Tenderer
(at the time of submission
of tender) with seal

Date.....
day of2019.

Signature of the Witness to
the Tenderer's signature:

Witness:
Address:

Occupation:

SIGNATURE OF THE
COMPETENT AUTHORITY
OF DCI

Signature of the Tenderer with seal

SCOPE OF WORK

Name of the work: 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 Goa.

Dredging Corporation of India Ltd., (DCI) having a Head Office at Visakhapatnam is planning to carry out Maintenance dredging work for the year 2019-20 at Mormugao Port trust. As such, we intend to hire One Number AC Taxi (Tata Indigo/ Swift desire or equivalent) 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 Goa.

The AC Taxi (Indigo/ Swift Desire or equivalent) shall be engaged on 12 Hrs basis with average run of 120 Kms per day. The services of the Taxi are required for Project in-charge, staff in and out dropping from project office to site office 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 vehicle shall normally be engaged on 12-hrs basis during dredging operations. 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.

The work is likely to be commenced within five days from the date of issue of the work order.

Signature of the Tenderer with seal

GENERAL CONDITIONS

1. Tenders in sealed covers 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 Goa will be received by the JGM (OPS), Dredging Corporation of India Limited, Visakhapatnam. Unsealed covers or tenders received beyond stipulated time and date are liable for rejection.
2. 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.
3. The tenderer shall sign on all pages of the tender documents before submitting his tender.
4. The tenderer shall quote the rates in figures as well as in words in the schedule.
5. 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.
6. Special care shall be taken to write the rates in figures as well as in words, in such a way that no interpolation is possible. In case of figures, word "Rs." Should be written before the figures of rupees and word "Paise" should be written at the end, viz. "Rs.2.15 paise". In case of words, the word "Rupees" should precede and the word "paise" should be written at the end, viz. "Rupees two and fifteen paise only". If the rate is in whole rupees, it should be written in figures as "Rs.2.00" and in words as "Rupees two only".
7. The EMD will be submitted by the parties either in the form of NEFT/RTGS or Bank Guarantee (BG) from any scheduled/Nationalized Indian Bank, as mentioned in NIT. Cheques will not be accepted. Tenders received without E.M.D. and which do not fulfill all or any of the above conditions or incomplete in any respect are liable for summary rejection.
8. The E.M.D. of the successful tenderer shall be retained as part of Performance Security Deposit the E.M.D. of the unsuccessful tenderers shall be refunded upon finalisation of tenders. No interest shall be paid on E.M.D. or Performance Security.
9. 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.
10. **(a) Performance security** :Successful tenderer shall be required to furnish an amount equivalent to 5% of the value of the contract for six months by way of NEFT/RTGS/ Bank Guarantee in favor of Dredging Corporation of India Limited payable at Visakhapatnam within 10 (Ten) days from the date of issue of Work Order. Failure of the successful Bidder to furnish Performance Security 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 10 (Ten) days from the date of issue of the Work Order.
 - (c) Security Deposit**: Security deposit of 5% of contract value shall be deducted from each running account bill @5% in addition to clause No.10 (a) of GCC till total value of Performance Security and Security Deposit reaches 10% of contract value.

Signature of the Tenderer with seal

(d) Performance Security Deposit will not carry any interest. The same will be returned after completion of work. If Bank Guarantee is submitted against Performance Security as per Performa at Annexure VII enclosed, it should remain valid for a period of 60 (Sixty) days beyond the date of completion of all contractual obligations including warranty obligation, if applicable.

(e) On successful completion of contract, the Security Deposit along with Performance Security will be Refunded to the contractor upon submission of “No dues and No claims” certificate. Bank Guarantee shall be valid till completion of work including extended period, if any.

11. The tender containing uncalled for remarks or any additional conditions are liable for summary rejection.
12. The tender shall remain open and valid for acceptance for a period of 60 days from the date of opening of two bid cover and on request of the Corporation the validity shall be extended further.
13. The Tenderer will have to give a certificate that he **is not related to any Officer of DCI or any Officer of the rank of Asst. Secretary or above** in the Ministry of Shipping, Government of India. The Tenderer should give a declaration along with his tender about the names of the relatives, who are employed in the Dredging Corporation of India Ltd.(**Annexure-I**)
- 14 (a) No Engineer of Gazetted Rank or other Gazetted Officer/ employee in Engineering or Administration duties in an Engineering Dept. of the Govt. of India, is allowed to work as Tenderer for a period of 2 years of his retirement from Government service, without the previous permission of the Govt. of India. This contract is liable to be cancelled if either the Tenderer or any of his employees is found at any time to be such a person, who had not obtained the permission of the Govt. of India as aforesaid before submission of the tender or engagements in the Tenderer’s service as the case may be.
14. (b)Two bid cover of the Tenders will be opened in presence of the tenderers or their authorised representatives at Dredging Corporation of India Ltd., Visakhapatnam at the time and date specified in the Notice Inviting Tender.
15. 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 the PC Act in connection with the bid.(**Annexure-II**)
16. The Tenderer shall disclose any information regarding any **current litigation** in which the tenderer is involved.(**Annexure-III**)
17. Tenders received without Earnest Money Deposit as specified by way of NEFT/RTGS/ Bank Guarantee as per (**Annexure-IV**)or with lesser amount EMD and which do not fulfill all or any of the conditions stipulated in the Tender or are incomplete in any respect are liable to be rejected summarily
18. After receipt of work order and within 10 days, the Contractor shall, at his own expense, enter into and execute a Contract Agreement to be prepared by him in the form annexed hereto (**Annexure-V**). 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
19. Within Ten (10) days from date of issue of work order, the Bidder a sum equal to 5% of the of the first year contract value towards Performance Security to the DCI through NEFT/RTGS or by way of irrevocable, unconditional Bank Guarantee from Scheduled/ Nationalized Indian Bank as Performance Security Deposit in favour of Dredging Corporation of India Limited payable at Visakhapatnam as per Performa at (**Annexure VI**) enclosed. Bank Guarantee shall be valid till completion of work including extended period, if any.

Signature of the Tenderer with seal

20. DREDGING CORPORATION OF INDIA LIMITED RESERVES THE RIGHT :

- (a) To cancel or withdraw this enquiry at any stage without assigning any reason whatsoever and no further correspondence shall be entertained in this regard,
- (b) To reject or accept any tender offer irrespective whether it is lowest/ highest without assigning any reasons, whatsoever,
- (c) To extend or curtail the period of contract, and
- (d) To award the work not only on the basis of competitive rates but also on their credentials

21. 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.

22. In the matter of interpretation of various rules, clauses, specifications, general / special conditions, the decision of the Jt.GM (OPS), DCI, Visakhapatnam shall be final and binding on the Tenderer.

23. The Tenderer shall not sub-let the work or any part of the work without prior permission of the Corporation.

24. Settlement of Disputes/ Arbitration clause

The decision of the Director (Operations & Technical)/ Coordinating Head of the Departments (CHOD) 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 Director (Operations & Technical)/ CHOD.

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.

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.

25. DCI reserves the right to authorise any of its Officers/ Staff to supervise the type of services rendered by the Tenderer and if it is found that the conduct, behavior and performance of the person employed by the Tenderer is unsatisfactory, it may require the Tenderer to immediately recall the particular person and substitute the person by another and the Tenderer shall immediately comply with such requirements made by the DCI forthwith.

26. Any change in the constitution of the tenderer/ Tenderer shall not be permitted except with the clear written consent of the DCI.

27. The DCI reserves the right to reduce the payment to the extent of deficiencies observed if any. The decision of the Tender Accepting Authority shall be final and binding in this regard.

28. The Tenderer shall also abide by the terms and conditions, subsequently arising out, as mutually agreed between the DCI and the Tenderer, from time to time. The Tenderer, if any deficiencies pointed out by the representatives of the Corporation, should rectify forthwith.

Signature of the Tenderer with seal

29. The Driver of the Tata Indigo / Swift desire or equivalent 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.
30. The DCI is in no way liable or responsible regarding injury while on duty to the Drivers of the Tenderer, 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.
31. **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 can be decided by the competent authority.
32. The Tenderer 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.
33. (a) The Tenderers should submit the “Two Bid” cover (Technical & Financial) of the tender along with following documents and details superscribing the name of work and date of opening etc., addressed to the HOD(Div-II), DCI Ltd., Visakhapatnam.
- (i) Cost of tender document and EMD of Rs.10,625/- (Rupees Ten thousand Six hundred and twenty five only) should be submitted by way of NEFT/RTGS in favour of M/s. Dredging Corporation of India Limited from any Nationalized/ Scheduled Bank payable at Visakhapatnam or BG as per format (**Annexure- IV**).
 - (ii) Copy of Original Registration Certificates (RC) etc., of the Tata Indigo/ Swift desire or equivalent AC Car offered to DCI.
 - (iii) Copy of valid comprehensive Insurance Policy covering the / Swift desire Tata Indigo or equivalent AC Car and the third party.
 - (iv) Proof of experience in similar job(s) having executed such job(s) satisfactorily during last seven years.
 - (v) 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.
 - (vi) Duly signed Tender Document excluding Bill of Quantities.
 - (vii) Company’s profile with copy of Permanent Account Number (PAN) in the Firm’s name.
 - (viii) Audited Balance Sheet of Company for the last 3 (three) years, i.e. for the years 2016-17, 2017-18 & 2018-19.
 - (ix) Copy of Provident Fund Registration Number.
 - (x) Copy of GST Number.
 - (xi) Authorisation for the Person signing the Tender.
 - (xii) Certificate that Contractor is not related to any DCI/ Ministry of Shipping or Declaration of relative(s) working in DCI as per **Annexure-1** and
 - (xiii) Other relevant Annexure(s) (Annexure – II to Annexure- VII) are to be enclosed with bid.
- (b) Only Bill of Quantities duly filled with the competitive rates and nothing else in a separate sealed **cover-B**.

Signature of the Tenderer with seal

34. The Techno- Commercial Bid along with all enclosures to be put in a sealed Cover super scribed with the words - **Cover-A** “Techno-Commercial Bid” for the work “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 Goa” to be submitted within the specified due date and time.
- (A) The Price Bid containing only tendered amount is required to be put in another sealed cover super scribed with the words – **Cover-B** “Price Bid” for the work “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 Goa”.
- (B) Tenderer should ensure that his tendered amount as per Cover-B is not mentioned in any other document directly or indirectly. The duly sealed **covers A & B** are to be put in a separate main sealed cover super scribed with the words “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 Goa.” on or before the due date and time mentioned in the NIT.

SPECIAL CONDITIONS AND SPECIFICATIONS

1. The rates quoted will be valid for the initial contract period of Three months from the date of acceptance and at the discretion of the DCI, the contract can be extended for a further period of Three months on the same rates, terms and conditions or curtailed/ terminated by issuing one-week advance notice. The Tenderer shall not have any additional claim on account of extension or termination of the contract.
 (A)As per the work requirement, the Taxi requires 90 days and will be extended on month to month basis for further period of three months
 (B)With regard to extended period, a work extension order will be issued with a notice period of seven days.
 The original contract/ extended contract can be curtailed at any stage as per the discretion of DCI
2. 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 to the Jt. Gen. Manager (OPS), Dredging Corporation of India Ltd., Visakhapatnam whenever required.
3. 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, etc. excluding GST Tata Indigo or equivalent AC Car should not be stopped for want of diesel/ lube oil during journeys. As such, the Swift Desire or Tata Indigo or equivalent AC Car should report on duty with enough quantity of diesel. No escalation due to hike in engine oil, labour, material etc is admissible. 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.**
4. The vehicle and Driver supplied to DCI shall possess valid Road Tax Token, Licence, 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.
5. The quoted rates would be inclusive of all taxes, fuel/ other oils, repairs, driver’s beta and all other charges, **fuel escalation**, except toll gate fees and parking fees, which shall be reimbursed on submission of receipt in original duly signed by the authorised user of the vehicle.
6. 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 tenderer 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.
7. 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.
8. (a) The Tenderer should quote his rates to supply Swift Desire/ Tata Indigo or equivalent AC Car for all items as given in the Bill of quantities. The rates quoted are applicable for use of vehicle including Sundays and Holidays. The vehicle requirement time for next day if required will be intimated to the Driver before releasing the vehicle, or intimated to the Tenderer over phone by DCI authorized representative at Goa.
 (b) Parking Charges/ Port entry / Gate pass charges if any shall be reimbursed by DCI on actual on production of the bill duly certified by the user.
9. All required running expenses including both major and minor repairs, servicing, maintenance, changing of engine/ lube oil, etc., shall be to borne by the Tenderer.

Signature of the Tenderer with seal

10. The Tenderer should preferably provide a cell phone with incoming facility to his driver for smooth functioning of works.
11. The Tenderer shall provide experienced and well-behaved driver who should possess valid license.
12. The wages, overtime, bonus, batta, etc., for the drivers shall be paid by the Tenderer and the rates quoted are deemed to have included the same.
13. The Road Tax and other taxes for the vehicle shall be paid by the Tenderer and ensure that valid documents are always available with driver / vehicle. The Tenderer shall also ensure that requisite documents are re-validated before due date.
14. The Tenderer will be responsible for any loss or damage caused to the vehicle, personnel and the third party and shall indemnify the “Dredging Corporation of India Ltd.” against all damages arising out of hiring of vehicle whether directly or indirectly.
15. If the performance of the vehicle is not satisfactory, the Tenderer will be notified in writing of the poor performance of the vehicle and in case the Tenderer fails to improve the performance of the vehicle or to supply suitable substitute vehicle in good working conditions to the satisfaction of the Project in charge 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 Security Deposit will 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 Goa Project Office, the hiring of Swift Desire/ Tata Indigo or equivalent AC Car shall be suspended/ terminated/ re-commenced by giving 3 (three) days notice to the Tenderer.
18. The Tenderer should submit Running Account Bills addressed to the Project in charge, Goa in duplicate along with logbook (Swift Desire /Tata Indigo or equivalent diary) in original duly signed by DCI representatives. The bills shall be settled at Paradip Office basing on the logbook entries within 30 days from submission of bills complete in all respects after deducting the Security Deposit, Income Tax etc. as applicable according to Government rules. The Performance Security and the EMD shall be refunded after the payment of the final bill on successful completion of the contract including extension period.
19. The vehicle will have to run within Goa / city limits including port limits and through kutchra 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 Tenderer’s account and no claim on this account will be entertained by DCI at any stage.
20. The vehicle(s) offered to DCI should not be withdrawn from services without prior permission in writing and the driver should not be changed frequently.
21. The Project in charge or his representatives shall have the option to utilise the vehicle(s) beyond the city limit of Goa, when the vehicle is engaged on 12-hrs or more than 12 hrs basis as per requirement.
22. 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 alongwith the monthly bill, failing which DCI shall recover an amount equal to 25.16% of the employees wages, i.e.

Signature of the Tenderer with seal

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.

23. Clarifications to the tender conditions may be obtained in writing and no counter conditions to the offers from Tenderer(s) will be considered by DCI.
24. 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.
25. Average kms. run is fixed as 120 Kms for 12 hrs basis respectively. Extra km rate is payable to the Tenderer as per schedule only when the total km run in a month.
26. The Tenderer 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. Port entry passes shall be arranged by DCI. However, the Tenderer 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 Tenderer to the workmen directly without the intervention of any Jamadar or Thakedar and that the Tenderer shall ensure that no amount by way of commission or otherwise deducted or recovered by the Jamadar from the wages of the workmen. The Tenderer 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.

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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) : _____
12. DOCUMENTS AS PER CL.NO.27 : OF SPECIAL CONDITIONS

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

(A GOVERNMENT OF INDIA UNDERTAKING)
Division-II, Dredge House, Port area,
VISAKHAPATNAM

**TENDER DOCUMENT
FOR**

**SUPPLY, MANNING AND RUNNING OF ONE NO. DIESEL DRIVEN AC
TAXI (SWIFT DESIRE OR TATA INDIGO OR ANY OTHER EQUIVALENT)
OF 2017 MODEL OR LATER MODEL ON HIRE ON AS AND WHEN
REQUIRED BASIS AT GOA.**

**BILL OF QUANTITIES
COVER -B**

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/ TATA Indigo or any other equivalent) of 2017 model or later model on hire on as and when required basis at Goa – reg

Sl. No.	Description of work	Unit	Rate in figures and words
1.	Charges for one No. diesel driven AC Taxi (Swift Desire/ TATA Indigo 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 other etc complete. (Excl GST).	Per day of 12 Hours	
2.	Rate for extra hour beyond 12 Hours per day when operated as per SI No.1 of above. (Excl. GST)	Per Hour	
3.	Rate for Extra KM beyond 120 KM s per day when operated as per SI.No.01. of above. (Excl.GST)	Per KM	
4.	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	
5.	Charges for one No. diesel driven AC Taxi (Swift Desire/ TATA Indigo or any other equivalent) of 2017 model or later model on hire per day of 6 hrs/ 12 Hrs working 60 /120 KMs run per day on as and when required basis. The rate inclusive of cost of fuel, driver charges, beta per day and all other etc complete. (Excl GST).	6 hrs /60 Kms Run 12 Hrs/120 Kms Run	
6.	Rate for extra hour beyond 6 Hours per day when operated as per SI No.5 of above. (Excl. GST). More than 2 Hrs run shall be treated as 12 Hrs run.	Per Hour	
7.	Rate for Extra KM beyond 80 KM s per day when operated as per SI.No.05. of above. (Excl.GST) More than 80 Kms run shall be treated as 120 Kms run.	Per KM	
8.	Rate for extra hour beyond 12 Hours per day when operated as per SI No.5 of above. (Excl. GST).	Per Hour	
9.	Rate for Extra KM beyond 120 KMs per day when operated as per SI.No.05. of above. (Excl.GST)	Per KM	

Note: Quoted rates shall be inclusive of all charges. Except Toll and parking charges Charges & GST.

Signature of the Tenderer with seal

Annexure-I

PROFORMA

Date: _____

To
Joint General Manager (OPS),
M/s. Dredging Corporation of India Ltd.,
Dredge house, Port area,
Visakhapatnam.

Sir,

Sub: 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 Goa for project use at Goa.– Reg.

A. With reference to your Tender No. **DCI/OPS/GOA/TAXI/2019**
Date: _____ and as per Cl. No.13 of General Conditions of Contract, we hereby certify that, we are not related to any Officer of Dredging Corporation of India Ltd., 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.

'or'

B. We hereby certified that my relative(s) working as Officer in Dredging Corporation of India Ltd., or any Officer **of the rank of the Asst. Secretary** or above in the Ministry of Shipping, Government of India are given below:

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

Thanking you,

Yours faithfully,

**Strike out 'A' or 'B', whichever is not applicable.*

Signature of the Tenderer with seal

PRO-FORMA

Date: _____

To

The Joint General Manager (OPS),
M/s. Dredging Corporation of India Ltd.,
Dredge House, Visakhapatnam.

Sir,

Sub: 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 Goa for project use at Goa- Reg.

With reference to your Tender No. With reference to your Tender No. **DCI/OPS/GOA/TAXI/2019**
Date: _____ and as per Cl. No.15 of General Conditions of Contract, 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.

Thanking you,

Yours faithfully,

Signature of the Tenderer with seal

PROFORMA

Date: _____

To

The Joint General Manager (OPS)
M/s. Dredging Corporation of India Ltd.,
Dredge house, Port area
Visakhapatnam.

Sir,

Sub: 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 Goa for project use at Goa– Reg.

With reference to your Tender No. **DCI/OPS/GOA/TAXI/2019**

Date: _____ and as per Cl. No.16 of General Conditions of Contract, we hereby certify that, we do **not have any current litigation with any party/ firms.**

‘or’

B. We hereby certify that presently we are having litigation with the following party/ firms:

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

Thanking you,

Yours faithfully,

*Strike out ‘A’ or ‘B’, whichever is not applicable.

Signature of the Tenderer with seal

BANK GUARANTEE FOR EARNEST MONEY DEPOSIT

Bank Guarantee No.

Date

To

The Dredging Corporation of India,
Dredge House, Port Area,
Visakhapatnam – 530 035.

WHERE AS (hereinafter) called “the Tenderer” has submitted its tender datedfor the execution of (name of work) (hereinafter called “the Tender”) in favour of DREDGING CORPORATION OF INDIA LIMITED, Dredge House, Port Area, Visakhapatnam – 530 035 hereinafter called the “CORPORATION”.

KNOW ALL MEN by these presents that we, (Bankers full address)

(Hereinafter called “the Bank” is bound unto the Corporation for the sum of Rs 10,625/- (Rupees Ten thousand six hundred and twenty five 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:

If the Tenderer withdraws his Tender

during the period of Tender validity specified in the Tender,

or,

having been notified of the acceptance of his Tender by the Corporation during the period of Tender Validity.

Fails or refuses to execute the Agreement, if required or

Commence the work as per the Letter of Intent or Work 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

Signature of the Tenderer with seal

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. _____ (Rupees _____ only) and will remain in force up to 120 days from the date of opening of Second Cover / Finance Bid, 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 of2019

For

.....

(Indicate Name of the Bank)

FORM OF CONTRACT AGREEMENT

This agreement made this _____ day of _____ BETWEEN the _____, a body corporate under _____ having its registered office at _____ (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.

WHERE AS the "Employer" is desirous of _____

_____ and the Contractor has offered to _____

AND WHEREAS the CONTRACTOR has deposited a sum of Rs. _____ as Performance Security in the form of _____ 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 Letter of Acceptance/Work order
- The Tender submitted by the Contractor
- Instructions to Tenderer
- Conditions of Contract
- Specification for the Works
- Price Bid
- 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).

That the Contractor hereby covenants with the Employer to complete the Contract in conformity, with the provisions of the Contract in all respects.

Signature of the Tenderer with seal

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.

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

Signed and sealed by:

CONTRACTOR

Signature :	Signature :
Name :	Name :
Designation :	Designation :
Seal :	Seal :

In the presence of

Witness

a) Signature:	Signature:
Name & Address:	Name & Address:

Signature of the Tenderer with seal

FORM OF BANK GUARANTEE BOND
(IN LIEU OF PERFORMANCE SECURITY DEPOSIT)

Bank Guarantee No. :

Date :

To

Dredging Corporation of India Limited

.....

.....

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 datedmade between DCI and Contractor for(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

.....only), we(hereinafter referred (indicate the name of the Bank) to as “the Bank” at the request of M/s..... (Contractor) do hereby undertake to pay to the DCI an amount not exceedingagainst 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,

(indicate the name of Bank)

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(say)only).

Signature of the Tenderer with seal

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.

4. We further
(indicate name of the Bank)

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 on, we shall be discharged from all liability under this guarantee thereafter.

5. We, further agree
(indicate name of the Bank)

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 (indicate name of the Bank) revoke this guarantee during its currency except with the previous consent of the DCI in writing.

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

Signature of the Tenderer with seal

acknowledgment. Notwithstanding what is stated above, our liability under this guarantee will be limited to(..... Only).

Dated theday of2019.

VENDOR FORM

1. Vender 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