



**RASHTRIYA ISPAT NIGAM LIMITED
VISAKHAPATNAM STEEL PLANT
(A Govt. of India Enterprise)**

PROJECTS DIVISION : CONTRACTS DEPARTMENT
PROJECT OFFICE 'A' BLOCK, VISAKHAPATNAM – 530 031
GRAMS: UBEAM, Phones: (0891) 2518277, FAX No: 0891-2518764
CIN no. : U27109AP1982GOI003404
Web site: www.vizagsteel.com
E-mail : hod_projcont@vizagsteel.com, projcont@vizagsteel.com

NOTICE INVITING TENDER (NIT)

OPEN TENDER NOTICE NO.VSP-11 OF 2016-17 DATED: 11.07.2016

Sealed Percentage Tenders in the prescribed form are invited from experienced Contractors for the following Work:

1. Name of work: Deployment of manpower for the work of Sample Collection & preparation, Handling, Shifting, and Upkeep of C&S Laboratory of Visakhapatnam Steel Plant.

2. Schedule of Tender is as given below:

Last Date of receipt of requisition for issue of Tender document : Upto 04.30 PM on **30.07.2016**

Last Date & Time of issue of Tender document by hand/by post : Upto 04.30 PM on **04.08.2016**

Last date & time of receipt of Tenders : Upto 03.00 PM on **11.08.2016**

Date & time of opening of Tenders : After 03.00 PM on **11.08.2016**

3. Contact person: Shri Sumit Saurabh , Dy. Mgr (Project Contracts)
Mobile: 9701347046 FAX No: (+91) 891-2518764.

The detailed NIT and the tender document is available in VSP web site www.vizagsteel.com. The detailed NIT is also available in GOVT web site www.tenders.gov.in.

NOTE: The Bidder should visit RINL's website regularly for any corrigendum.

**Sd/-
GM (Project Contracts)**

R I N L VIGILANCE TOLL FREE NUMBER 1800 425 8878

RASHTRIYA ISPAT NIGAM LIMITED
VISAKHAPATNAM STEEL PLANT
(A Govt. of India Enterprises)

PROJECTS DIVISION

CONTRACTS DEPARTMENT, PROJECT OFFICE, A-BLOCK, VISAKHAPATNAM-530 031

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1. Name of the Work: Deployment of manpower for the work of Sample Collection & preparation, Handling, Shifting, and Upkeep of C&S Laboratory of Visakhapatnam Steel Plant

Cost of Tender Document (Non-Refundable)		Time of completion	Estimated Cost (inclusive of all taxes and duties, excluding Service Tax & Swachh Bharat Cess & Krishi Kalyan Cess) (Rs.)	Earnest Money Deposit (Rs.)
By hand/ By downloading	By Post/ Courier	24(Twenty Four) months	Rs. 31,59,108.30	Rs.37,500/- (Refer Clause no. 4 of Instructions to Tenderer regarding EMD)
Rs 800/-	Rs 900/-			

2. Brief Scope of work: The Scope of Work covers collection of samples from various Zones/places in VSP, shifting and handling of samples and other materials, sample preparation, removal/shifting of debris, Upkeep of C&S laboratory complete in all respects as per Bill of Quantities & Technical Specification.
3. Cost of Tender document: Cost of Tender document(s) shall be paid in the form of Account payee Demand Draft/ Bank Pay Order/ Banker's Cheque obtained from any Scheduled Bank drawn in favour of RASHTRIYA ISPAT NIGAM LIMITED, VISAKHAPATNAM STEEL PLANT payable at Visakhapatnam. No other mode of payment is acceptable.

THE COST OF TENDER DOCUMENT(S) SHALL NOT BE REFUNDED UNDER ANY CIRCUMSTANCES.

4. Earnest Money Deposit (EMD):

EMD shall be submitted in the form of **DD/BC/PO**.

EMD submitted in the form of Banker's Cheque or Demand Draft or Bank Pay Order (subject to realization) shall be drawn on Nationalized Banks or Scheduled Commercial Bank in India in favour of Rashtriya Ispat Nigam Limited, Visakhapatnam Steel Plant, payable at Visakhapatnam.

5. Offers submitted with following deficiencies in PQC documents/Financial instruments for Earnest Money Deposit (EMD) and Cost of Tender Document (CTD) shall be rejected without seeking any clarifications/corrections for the same.

- a) If there is evidence of tampering/unauthorized correction.
- b) If value of financial instrument(s)/document(s) is falling short of the value stipulated in the NIT.
- c) If validity of the BG(s) as on initial Tender Opening Date (TOD) is falling short of the minimum validity period stipulated in the tender.
- d) If discrepancy exists in the name of Payee/Beneficiary.
- e) If the bidder fails to submit CTD and/or EMD or in case of submission of a single instrument/document towards both CTD and EMD
- f) *NSIC/MSME registered tenderers claiming exemption of CTD, EMD, SD may note that those tenderers registered for the particular trade/item for which the tender is relevant, would only be eligible for exemption.***

6. Procurement of tender document : The Tender document can be obtained:

- i. By downloading from VSP website **www.vizagsteel.com**
- ii. By hand (i.e., collection in person) / by post from the office of GM(Project Contracts), Project Office, A-Block, Room No.20, Visakhapatnam Steel Plant, Visakhapatnam-530 031 on written request in Tenderer's letter head and on payment of Tender cost.
- iii. Last date & time for receipt of requisition and for issue of Tender document by hand / post is **upto 16.30 Hrs on 30-07-2016 and 04-08-2016 respectively**. The cost of tender document received along with Tender document will not be refunded under any circumstances upon receipt of Tender.

7. **Pre-qualification Criteria (PQC) for consideration of Tender:**

- a) The tenderer should have executed & completed any work involving Deployment of labour for minimum value of work of **Rs 15.8 lakhs** during last five years ending previous month of the NIT date.
- b) The tenderer should have an average annual financial turnover of atleast **Rs. 4.73 lakhs** during the last three financial years (ie., from 2013-2014 to 2015-2016).

Attested (signed with date and Business/Official seal) copies of following documents in proof of the above shall be submitted along with the tender in Envelope-1.

- i) Work orders along with corresponding completion certificates in proof of execution of at least one similar work fulfilling 7 (a) above.
- ii) Audited balance sheets & Profit and Loss accounts of the company or TDS certificates comprising of the gross bill values issued by the Deductor for the works done by the tenderer for the years mentioned above in proof of 7 (b)

8. **Submission of Tender:** The Tender shall be submitted in **three (3) envelopes:**

8.1 **Envelope No.1:** (To be superscribed as Envelope-I with self-address, Name of the Work, Tender Notice Number).

This shall contain:

- i. Cost of Tender Document (in case the Tender is downloaded from the website)
- ii. Earnest Money Deposit (EMD) as per para-1 & 4 above.
- iii. Documents in support of Prequalification Criteria as per para-1 & 7 above **2(two) sets (1-original & 1-copy).**
- iv. Bank Account details for e-payment, for refund of EMD etc. as per clause no. 42.2 of SCC.
- v. Documents relevant for legal capacity of the Tenderer.
- vi. The tenderer shall submit a copy of their PF, ESI and Service Tax Registration Certificates indicating their code numbers. In case the same are not available, they shall submit a letter of undertaking to submit the same, in case they are successful Tenderer.

8.2 **Envelope No.2:** (To be superscribed as "**Envelope-2 - Technical and Commercial Offer**" with self address, Name of the Work, Tender Notice Number) **to be submitted in 2(two) sets (1-original & 1-copy).**

This shall contain:

- a) Open Tender Notice No.**VSP-11 of 2016-17, Dt. 11.07.2016** along with Annexure-I.
- b) General Conditions of Contract [GCC]
- c) Special Conditions of Contract (SCC)
- d) Specification and Bill of Quantities.

All the pages are to be duly signed with business/official seal by the Tenderer.

The Tenderer shall note that no price/prices shall be indicated in either Envelope-1 or Envelope-2.

- 8.3 **Envelope No.3:** (To be super scribed as “Envelope-3 Price Bid” with self-address, Name of the Work & Tender Notice No.).

This shall contain: **Price Bid: Quote Sheet duly filled in and signed.**

The Tenderer shall note that no conditions shall be written in this Price Bid. Prices quoted by the tenderer shall be strictly in VSP's Format duly signed by the Tenderer.

- 8.4 The above three envelopes shall be sealed in an outer envelope super scribed as follows and submitted before the specified time and date of submission of Tender.
- i) Name of the Work
 - ii) Tender Notice No. & Date
 - iii) Due date and time of submission of the Tender.
 - iv) Address of the Tenderer with FAX, email and Phone numbers.
9. **Date, time & place of submission:** Tenders will be received in the Office of GM(Projects Contracts), Project Office, “A” Block, Room No.20, Visakhapatnam Steel Plant, Visakhapatnam- 530 031 upto **3.00 PM on 11.08.2016.**
- If the tender receiving date happens to be VSP's closed holiday or an extra-ordinary holiday, the tender will be received **upto 3.00 PM** on the following working day and the same shall be opened immediately, thereafter.
10. **Procedure for opening of tender:** Tenders shall be opened as indicated below at the office of GM (Projects Contracts), Room No.20, Project Office-A-Block in presence of authorized representatives of the Tenderers who may choose to be present.
- 10.1 Envelope-I & II of the tender submitted by the tenderers shall be opened simultaneously immediately after the last date and time of receipt of tenders. Tenderer shall note that, this opening of Envelope I & II simultaneously is being done for expediting the tendering process, without prejudice to the process of Envelope-I evaluation and shall not be construed as qualification in Envelope-I and/or waiver thereof.
- 10.2 Time, Date and Venue of opening of “Envelope-3 i.e., Price Bid” of the Tender or Date of Reverse e- auction (as the case may be) shall be intimated to only those Envelope I &2 Qualified Tenderers whose Offers are found to be technically and commercially acceptable.
11. The Tender documents and other details are available for download under **“Deployment of manpower for the work of Sample Collection & preparation, Handling, Shifting, and Upkeep of C&S Laboratory of Visakhapatnam Steel Plant”** at Project Contracts page, under ‘Tenders’ of our web site www.vizagsteel.com Bid document (**VSP-11.zip**) consists of the following files:
- i) Open Tender Notice No. VSP-11 of 2016-17 dt. 11.07.2016 along with Annexure-I
 - ii) General Conditions of Contract [GCC]
 - iii) Special Conditions of Contract (SCC)
 - iv) Specification and Bill of Quantities.
 - v) Quote Sheet

- 11.1 This detailed NIT is also available in Govt. website www.tenders.gov.in
12. The documents placed in website along with this detailed Notice Inviting Tender forms the complete Tender document. The set of all the documents alongwith detailed NIT as placed in website is final. On verification, at any time, whether the Tenderer is successful or not, if any of the documents submitted by the Tenderer including the documents issued are found tampered / altered / incomplete, they are liable for actions like rejection of the tender, cancellation and termination of the contract, debarring etc., as per the rules of the Company.
13. It will be presumed that the Tenderers have gone through the entire Tender document which shall be binding on them.
14. The Tenderer shall download the "Tender document" available on the website in totality and submit the same duly signed on each page.

If it comes to the notice of VSP at any stage right from request for Tender document that any of the certificates/documents submitted by the Tenderers are found to be false / fake / doctored, the Tenderer may be debarred from participation in all VSP Tenders for a period of 05 (Five) years including termination of Contract, if awarded. EMD / Security Deposit etc., if any will be forfeited. The Contracting agency in such cases shall make good to VSP any loss or damage resulting from such termination. Contracts in operation anywhere in VSP may also be terminated with attendant fallouts like forfeiture of EMD / Security Deposit, if any, and recovery of risk and cost charges etc., Decision of VSP Management will be final and binding.

15. Successful Tenderer should be in a position to produce, after opening of the price bids, the Original Certificates in support of the attested copies of relevant documents submitted along with tender document. Failure to produce the original certificates at this stage in support of the attested copies of PF Registration/experiences/qualification/any other documents etc., submitted earlier would result in disqualification and forfeiture of EMD and also liable for debarring from participation in VSP Tenders.
16. One representative shall represent one firm only for collection of Tender Document.
17. The Tender documents are not transferable without the written permission of the Employer.
18. RINL reserves the right to (a) issue or refuse Tender documents without assigning any reason, (b) Split and award the Work to more than one Agency (c) reject any or all the Tenders or to accept any Tender or drop the proposal of receiving Tenders at any time without assigning any reason thereof and without being liable to refund the cost of tender documents thereupon.
19. RINL will not be responsible for any delay, loss or non-receipt of Tender document or Tender sent by Post / Courier etc.
20. The Tenderer shall furnish complete details of Works executed, Works in hand and details of Plant and Machinery and also give further details as sought during techno-commercial discussions. Non-compliance of this condition may result in the tender getting disqualified.
21. Tenderer shall necessarily furnish the details as mentioned at Annexure-I (duly signed) along with their Offer. **Communication given through the fax numbers / email IDs indicated shall be deemed as duly delivered to the Tenderer.**

22. Tenderers may also utilize the following e-mails **hod_projcont@vizagsteel.com** & **projcont@vizagsteel.com** for correspondence.
23. RINL reserves the right to reject the Offers of the Tenderers whose performance is poor in awarded/ongoing Works in RINL, if any.
24. Tender papers will not be issued to Parties upto a maximum period of two years from the date of such communication, who failed to execute the Work awarded to them earlier and was terminated due to unsatisfactory performance or the work was withdrawn either fully or in part due to unsatisfactory performance. The decision of the Employer in this regard will be final & binding.
25. VSP reserves the right to check the authenticity of the documents/certificates submitted, and/or verify performance of the Tenderers in the works executed by them from their clients. In case, the report of the client shows bad/poor/unsatisfactory performance rating, then, the Offer of the Tenderer is liable for rejection.
26. VSP shall not entertain any revised price/revision in price basing on the technical discussions unless VSP itself changes specification/scope when compared to Tender specification/scope, which calls for revision in the Estimate.
27. Tenderers shall note that RINL reserves the right to exercise the option of finalizing this Tender through on line competitive bidding (i.e., Reverse Auction). Details of on line bidding process (i.e., Reverse e-Auction) shall be communicated to all the techno commercially qualified bidders at an appropriate time. In this connection, Tenderers may visit the link <https://eproc.vizagsteel.com/eauct/projectauctionsPKI/Standard On line Bidding Procedure.pdf> for downloading the '**standard online bidding procedure**'.

However, in case on line bidding is not conducted, RINL shall have the right to open the Sealed Price Bid(s) submitted by the Tenderers and process the Tender as per the prevailing Tendering procedures of RINL.

28. Tenders submitted against the NIT shall not be returned in case the Tender opening date is extended/postponed. Tenderers desirous to modify their offer/terms may submit their revised/supplementary offer(s) within the extended TOD by clearly stating the extent of updation done to their original offer and the order of prevalence of revised offer vis-à-vis original offer. The Employer reserves the right to open the original offer along with revised offer(s).
29. Interest free advance shall not be granted and if any Tenderer submits an offer insisting on interest free advance, the offer shall be summarily rejected.
30. The successful Tenderer shall submit PF & ESI Codes before commencement of Work.
31. If a Tenderer submits more than one Tender, then all the Tenders submitted by the said Tenderer shall be rejected.
32. VSP, after opening of Tender/bid document may seek, in writing, documents/clarifications which are necessary for evaluation of tender/bid document from the Tenderer/bidders or issuing authority for confirmation of eligibility/pre-qualifications stipulated in the NIT.
33. Tender documents will be issued to Tenderers based on their request and on payment of Tender cost or same can be downloaded from our web site by submitting the cost of Tender along with their Offer. However, RINL will not be

responsible for any delay / loss/ any website related problems in downloading the Tender documents etc.

34. At any time prior to the deadline for submission of the bids, the Project Contracts Dept may for any reason, modify the Tender terms and conditions by way of an amendment. Such amendments will be notified on RINL's Website at regular intervals.
35. **Tenderers may please note that any amendment/corrigendum to this Tender notice will be notified/displayed in VSP's website www.vizagsteel.com. The Tenderers should refer to VSP's website regularly for such corrigendum.**

R I N L VIGILANCE TOLL FREE NUMBER 1800 425 8878

Sd/-
GM (Project Contracts)

ANNEXURE-I

Tenderers are requested to furnish the details as mentioned below

Company Name :
Registration Number :
Registered Address :
Names of Partners/ Directors :1.
2.
3.
Bidder Type : Indian / Foreign
City :
Postal Code :
Company's Establishment Year :
Company's Nature of Business :
Company's Legal Status : Limited Company/Under taking/Joint
venture/ Partner Ship/ Others
Company Category : Micro or Small or Medium Unit as per
MSME/Ancillary Unit/Project Affected Person
of this Company/SSI/Others
Phone No :
Fax No :

Contact Details:

Company's Contact Person details

Contact Person Name :
Date Of Birth(DD/MM/YYYY) :
Correspondence Email :
Designation :
Phone No :
Mobile No :
Fax No :

(Signature of Contact/ Authorized Person with seal)