ENNORE PORT LIMITED

[A Mini Ratna Government of India Undertaking]

1st Floor, P.T. Lee C.N. Maaligai,

No: 23, Rajaji Salai,

Chennai – 600 001. Ph: 25251666.

Quotation No. EPL/OP/95.01/A/2012

Quotation

for

Repairing the aluminium doors and windows of CISF duty post shelter at South break water

Due Date of Submission: 15 00 hrs on 27.01.2012

Date &Time of opening: 15 30 hrs on 27.01.2012

	NOTICE INVITING QUOTATION
SECTION 1	**INSTRUCTION TO BIDDERS**
SECTION 2	**GENERAL CONDITIONS**
SECTION 3	**SPECIAL CONDITIONS**
SECTION 4	**BILL OF QUANTITIES**

ENNORE PORT LIMITED

(A Mini Ratna Government of India Undertaking)

COMPETITIVE BIDDING

QUOTATION NO. EPL/OP/95.01/A/2012

NAME OF THE WORK:	Quotation for repairing the aluminium door and window of CISF duty post shelter at south brake water
ISSUE OF QUOTATION DOCUMENT	**: FROM 18.01.2012**
LAST DATE & TIME FOR RECEIPT OF BIDS	: **27.01.2012 TIME 15.00 HOURS**
TIME & DATE OF OPENING OF BIDS	: **27.01.2012 TIME 15.30 HOURS**
PLACE OF OPENING OF BIDS	: **ENNORE PORT LIMITED,** O/o DGM(C) ENNORE PORT VALLUR (POST) CHENNAI-600 120 PH: 044-27950029

DGM (C)

NOTICE INVITING QUOTATION

ENNORE PORT LIMITED

QUOTATION NO.EPL/OP/95.01/A/2012

REPAIRING THE ALUMINIUM DOOR AND WINDOW OF CISF DUTY POST SHELTER AT SOUTH BREAK WATER

1. Sealed quotations are invited by Ennore Port Limited from reputed Contractors for executing the work of **"Repairing the aluminium door and window of CISF duty post shelter"** Offers in the prescribed form. The estimated cost put to quotation is **Rs.25,000/-**

2. Quotation documents may be obtained from the O/o DGM (C), Ennore Port Limited, Ennore port, vallur (post), Chennai-600 120, during office hours at free of cost.

3. The issue of quotation document at the address specified above is from **18.01.2012** during working hours of the port. Viz., from 9.45 AM to 5.45PM on all working days.

4. The complete quotation document including drawing if any, is available on port website: **www.ennoreport.gov.in** and quotations may download the same and submit as offer on or before the due date and time of submission.

5. No quotation will be consider which is not made in the prescribed form and which is not accompanied by a EMD of **Rs.500**/- (Rupees Five hundred only as per Clause 8) as Earnest Money.

6. The Employer/Board do not bind themselves to accept the lowest or any quotation and reserve the right to accept any quotation in part or to reject any quotation without assigning any reason therefore.

DGM (C)
Ennore Port Limited,

SECTION – 1

INSTRUCTION TO BIDDERS

GENERAL

1. Scope of Bid

1.1 Ennore Port Limited hereinafter termed "the Employer" invites quotation for the work of **"Repairing the aluminium door and window of CISF duty post shelter at south break water".**

1.2 The successful bidder will be expected to complete the work within the stipulated contract period.

2. Site Visit

2.1 The Bidder, at the Bidder's own responsibility and risk is encouraged to visit and examine the Site of Works and its surroundings and obtain all information that may be necessary for preparing the quotation. The cost of visiting the site shall be at the contractors own expense.

3. Quotation Documents

Content of Quotation Documents

3.1 The set of bidding documents comprises the documents listed in the table below and addenda issued in accordance with Clause 10:

SECTION	Notice inviting Quotation
1	Instructions to Bidders
2	General conditions
3	Special conditions
4	Bill of Quantities
5	Drawings

One set of the Quotation documents will be issued to the bidder. The document should be completed and returned with the bid.

3.2 The bidder is expected to examine carefully all instructions, terms and technical specifications, bill of quantities, drawings, in the Quotation document.

4. Amendment of Quotation Documents

4.1 Before the deadline for submission of Quotation, the Employer may modify the quotation documents by using addenda.

4.2 Any addendum thus issued shall be part of the quotation documents and shall be communicated in writing or by cable to all the purchasers of the bidding documents. Prospective bidders shall acknowledge receipt of each addendum by cable to the Employer.

5. Preparation Of Quotation

5.1. Language of the Quotation

All documents relating to the Quotation shall be in the English language.

6. Documents comprising the Quotation

6.1 The Quotation submitted by the bidder shall comprise the following:

i) Bid Security

ii) Schedule of Quantities (Bill of Quantities) filled with his rate for each item of work both in figures and in words and also fill up the amount column without any omission and duly sign each page of the quotation.

iii)All duties, taxes and other levies payable by the contractor under the contract, or for any other cause shall be included in the rates, prices and total Bid Price submitted by the Bidder.

iv) The rates and prices quoted by the bidder shall be fixed for the duration of the Contract and shall not be subject to adjustment on any account.

7. Quotation Validity

7.1 Bids shall remain valid for a period not less than 120 days after the deadline date for bid submission

8. Bid Security (Earnest Money Deposit – EMD)

A. Earnest Money Deposit (EMD) should be 2% of the Estimated Cost

B. The bidder shall have to pay the **Earnest Money Deposit of Rs.500/-.** by demand draft/Pay Order/Banker's cheque drawn in favour of "Ennore Port Limited" from any Nationalized/Schedule Bank (except Co-operative Banks) encashable at Chennai.

C. EMD of unsuccessful bidders will be refunded immediately after the issue of Work order to the L1 offerer.

D. EMD will be refunded, with a application from the bidders along with advance stamped receipt.

The EMD of the successful tenderer will be refunded only after the remittance of (performance security) security deposit as per clause 13 of "Instruction to bidders".

9. Deadline for Submission of Bids

9.1 Bids must be received by the Employer at the address specified above not later than the 15:00 Hours and 27.01.2012.

9.2 In the event of the specified date to submission of bids declared a holiday for Employer, the Bids will be received upto the appointed time on next working day.

10. Late Bids

21.1 Any Bid received by the Employer after the prescribed deadline will be returned unopened to the bidder.

11. Modification and Withdrawal of Bids

11.1 Bidders may modify or withdraw their bids by giving notice in writing before the deadline prescribed.

11.2 No bid shall be modified by the bidder after the deadline for submission of bids.

12. Bid Opening and Evaluation

12. Bid Opening

12.1All the received quotations will be opened on the due and appointed time as specified.

13. Performance Security

Security Deposit shall consist of two parts; a) Performance Guarantee to be submitted at award of work and b) retention money to be recovered from Running Bills.

Performance Securities should be 10% of Contract price of which 5% of contract price should be submitted as Demand Draft within 21 days of receipt of work order and balance 5% recovered as retention Money from Running Bills. Recovery of 5% of Retention Money is to commence from the first bill onwards @ 5% of bill value from each bill. Retention Money to be refunded within 14 days from the date of payment of final bill. Balance S.D to be refunded immediately not later than 14 days of completion of defect liability period.

14. Liquidity Damages

In case of delay in completion of the contract, liquid damages (L.D) may be levied at the rate of ½% of the contract value per week of delay or part thereof, subject to a maximum of 10 per cent of the contract price.

15. Contract Period

The work shall be completed within **2 (Two) months** from the 7th day of placing the order (or) the actual date of starting the work whichever is earlier.

16. Defect Liability Period

The defect liability period shall mean a period of **12 months** from the date of completion of entire works as certified by EPL in accordance with the contractual obligation.

SECTION – 2

GENERAL CONDITIONS

1. The quantities given in the schedule of quantities are those upon which the approximate estimated cost of the work is based but they are subject to alterations, omissions, deductions and additions and do not necessarily show the actual quantities of the work to be done.

2. The work shall be done to the satisfaction of the DGM(C) or his representative. The works shall be done in accordance with the specifications laid down in the M D S S or relevant standards set up by the Indian Standard. Any item of work carried out not in accordance with the specifications and other conditions will be rejected irrespective of the apparent quality of the work.

2. The work is to be carried out with due diligence and executed to a workman like manner. The material used when supplied by the contractor is to be of the best of its kind and in all cases to be subject to the approval of the DGM(C) whose decision to the rate of progress the quality of the work or materials, sizes etc., is final.

3. The DGM(C) may cancel the contract at his opinion at any time without notice for any reason including poor progress of work and may remove bad work or materials and have it replaced deducting the value of the work rejected or material removed of the cost of replacing it as he may think proper from any amount due or that may become due to the contractor. The decision of the DGM(C) is final and will be binding on the contractor.

4. In case the contractor leaves work incomplete the DGM(C) shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by the EPL in so doing from any money due or to become due to the contractor.

5. The contractor shall conform to and comply with the regulations and by laws of the Ennore Port Limited of all other local authorities such as the Corporation of Chennai. The Chief Electrical Inspector to the Government of Tamilnadu, the Tamilnadu Electrical system, the Factories Act., the Government Customs and Police Department, etc., The Contractor shall conform to rules, regulations etc., concerning injury to workmen compensation for injury to workmen, insurance for workmen etc., The contractor shall also conform to contract labour (Regulations and Abolition) Central Rule 1971 etc.,

6. The contractor shall be responsible for any accident, damage or injury caused to any of his employees or property or any person or property in course of the work and shall hold the EPL blameless in respect thereof and also in respect of any claim made by any person or any reasons whatsoever.

7. The contractor shall be solely responsible for reporting to the EPL and Police Department immediately of any serious or fatal accident inside the Ennore Port

premises to any of his employees / workmen engaged by him or any person involved in an accident as a whole of the work.

8. The work shall be carried out without causing any inconvenience to the EPL and to other works in progress in the neighbourhood and any losses of the EPL.

9. Admission into the harbour is regulated by passes for contractor and his staff and workers. The contractor shall obtain necessary passes for his men and himself paying the charges as fixed from time to time.

10. Only vehicles licensed by the EPL will be allowed to play inside the Harbour.

11. The work shall be carried out only during EPL's working days between 9.45 A.M. and 5.45 P.M.

12. The quantities of work executed will be measured and payment made once a month generally except in the case of work for which the time for completion is specified as six weeks or less than six week in which case payment will be made only on satisfactory completion of the work. The bill for the work shall be prepared and submitted by the contractor in the EPL's prescribed form.

13. The quantities furnished in this schedules are only approximate and can be increased or decreased at the discretion of EPL. However the consequent variation in the total quoted price will be limited to (+/-) 10% and the quoted rates shall be firm for such variation.

14. The contractor should submit the Measurements for the work done in EPL's prescribed format. The measurements submitted by the contractor will be verified by the person authorized by the EPL and the contractor will be given the opportunity for witnessing the verification.

15. All payments made by EPL to the contractor for the work shall be rounded of the nearest rupee.

16. The materials used for the works shall be of good quality and approved make/manufacture and as per the specifications. The work must be carried out in workman like and expeditious manner. All the materials and works shall be complying to relevant Indian Standards/manufactures specifications and procedures.

17. The bidder shall engage skilled workers. Necessary tools, accessories to complete the works within the prescribed time period.

18. The rates shall include all taxes, levis, duties, etc. and inclusive of all materials to be procured by the contractor including labour, tools, plants, etc. other taxes as applicable will be deducted from the contractors bill.

DGM (C)
Ennore Port Limited.

SECTION - 3

SPECIAL CONDITIONS

1. The work shall be completed within **2 (Two) months** from the 7th day of placing the order (or) the actual date of starting the work whichever is earlier.

2. **Supply of Electrical Power for the Works.**

   The contractor shall make his own arrangements.

3. **Supply of Drinking water at the site of work.**

   The contractor shall make his own arrangements.

4. **Supply of water for the work.**

   The contractor shall make his own arrangements.

DGM (C)
Ennore Port Limited.

SECTION – 4

ENNORE PORT LIMITED

QUOTATION FOR REPAIRING THE ALUMINIUM DOOR AND WINDOW OF CISF DUTY POST SHELTER AT SOUTH BREAK WATER

BILL OF QUANTITIES

S.No	Probable quantity	Description of works	Rate (In figures & in words) Rs. P.	Unit (In figures & in words)	Amount (In figures & in words) Rs.P.
1	48.00	Providing and fixing anodised (15 micron) aluminium sections for doors, window, outer frames made out of suitable section and shutter frame made out of suitable section as specified and as directed with all necessary accessories like pivot, rawl plugs and screws of with fixing clips or with expansion hold fasteners including necessary filling up of gaps at junctions at top and sides with required PVC / neoprene felt etc. aluminium section shall be smooth, rust free, straight, mitred and jointed mechanically wherever required including cleat and angle, aluminium snap beading for glazing / panelling C.P . Brass / Stainless steel screws all as specified and as directed at site including applying water proofing adhesive to arrest the leakage of water through the gap between aluminium and structure ,all labour, tools equipments, materials etc., complete. ***Note:*** *1. Aluminium sections should get approved by the engineer in charge.*		1 kg (One Kilogram)	
2	8.00	Providing and fixing glazing of 4mm / 5mm thick glass as available in the market for panelling in aluminium window / door Partition with PVC/		1 Sqm (One Square meter)	

S.No	Probable quantity	Description of works	Rate (In figures & in words) Rs. P.	Unit (In figures & in words)	Amount (In figures & in words) Rs.P.
		neoprene gasket all as specified and as directed at site including all labour, tools equipment materials etc., complete.			
3	0.5	Providing and fixing 12 mm thick pre laminated particle boards flat pressed or graded wood particle board in panelling fixed in aluminum door, partition frames with C.P brass / stainless screws etc., all as specified and as directed at site including all labour, tools equipment, materials etc., complete.		1 Sqm (One Square meter)	
4		Providing and fixing anodized aluminium fittings as detailed with necessary screws all as per specification and as directed including all labour, tools, materials, equipments, etc., complete.			
(a)	3	Supplying and fixing 125 mm hinges		1 No. (One Number)	
(b)	2	Supplying and fixing 150mm door handle.		1 No. (One Number)	
(c)	2	Supplying and fixing 200 mm tower bolt.		1 No. (One Number)	
(d)	1	Supplying and fixing mortice lock		1 No. (One Number)	
		Total			

Amount in words Rupees.....

.....)

Signature of the Contractor **DGM(C)**
(With Seal) **Ennore Port Limited**

SECTION – 5

ENNORE PORT LIMITED

QUOTATION FOR REPARINIG THE ALUMINIUM DOOR AND WINDOW OF CISF DUTY POST SHELTER AT SOUTH BREAK WATER

DRAWINGS

S.No	Drawings
1	Nil

DGM (C)
Ennore Port Limited.