

Bharat Bhari Udyog Nigam Limited
(A Govt. of India Enterprise)

By order of the Govt., The Braithwaite Burn and Jessop Construction Co. Ltd. (A Govt of India Undertaking) stands amalgamated with Bharat Bhari Udyog Nigam Limited (A Govt of India Enterprise) w.e.f. 10.07.2015.

NIT/DGM(P-V)/OFFICE FURNITURE/

DATE:-04.09.2015

Regd. Office:26. Raja Santosh Road,
Alipore, Kolkata-700027

Corporate Office: 27, Rajendra Nath Mukherjee
Road, Kolkata - 700001

Phone: (033)24795535 Fax: (033)24797046 Phone: (033)22485841-44 Fax: 033-22103961

Email: info@bbjconst.com, bbj@india.com, Website: www.bbunl.com, www.bbjconst.com

Correspondences may be addressed to the corporate office

1.	TENDER NOTICE NO	BBUNL/DGM(P-V)/OFFICE FURNITURE/2015
2.	TENDER NOTICE DATE	04 th September, 2015
3.	SCOPE OF SUPPLY	PROCUREMENT OF NEW FURNITURE VIZ. OFFICE DESKS/STEEL TABLE, STEEL ALMIRAH, FOUR DRAWER VERTICAL STEEL FILING CABINET AT CORPORATE OFFICE
4.	DELIVERY PERIOD & PLACE	WITHIN 30 DAYS FROM THE DATE OF LOI/ORDER at CORPORATE OFFICE 27, R.N.MUKHERJEE ROAD, KOLKATA - 700001.
5.	COST OF TENDER	NIL
6.	EARNEST MONEY DEPOSIT AMOUNT	An amount of Rs.5,000.00 (Rupees five thousand only) in form of account payee Demand Draft/Pay Order/Banker's Cheque in favour of "The Braithwaite Burn And Jessop Construction Company Limited" payable at Kolkata. Unsuccessful bidders will be refunded the Earnest Money Deposit amount after the award of the contract/order to the successful bidder. The EMD amount of successful bidder will be released within 30 days after completion of total supply/service without any interest subject to receipt of request from the successful bidder. The Units registered with National Small Industries Corporation(NSIC) are exempted from payment of EMD subject to :- (a). The NSIC Registration Certificate still remains valid up to the date of validity quotation (b). The bid is accompanied with a copy of valid NSIC Registration Certificate. (c).Photocopy of application for registration as NSIC for renewal of NSIC will not be acceptable. Such offers will be treated as offers received without EMD.
7.	ISSUE OF TENDER DOCUMENT	FROM 04 th September, 2015 TO 17 th September, 2015 DURING OFFICE HOURS FROM BBJ HEAD OFFICE.
8.	LAST DATE OF SUBMISSION	UPTO 2.30 P.M. ON 18 th September, 2015
9.	OPENING DATE AND TIME OF TENDER	3.30 PM ON 18 th September, 2015 AT CORPORATE OFFICE VIZ. 27, R.N.MUKHERJEE ROAD, KOLKATA-1.

(A. Neogi)
DGM(P-V)

TENDERER

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INSTRUCTION TO THE BIDDERS

1.	<u>SUBMISSION OF BID :</u> Tenders to be submitted in two parts : -
a)	<u>TECHNO-COMMERCIAL PART: -</u> The techno-Commercial will consist of the following:
i)	<u>TENDER DOCUMENT EXCLUDING BOQ-1</u> The tender documents issued to the tenderers duly signed and sealed in each page EXCLUDING BILL OF QUANTITIES (BOQ-1) .
ii)	<u>TECHNO COMMERCIAL PART :-</u> The Techno Commercial Part should contain Technical details of the items offered against our requirement. Copy of relevant documents/experience certificate showing past experience in respect of supply of our required items to other Govt. Organisations/PSUs or Reputed Companies of last five years ending on 31.12.2015 should attached. Copy of Sales Tax, VAT Registration Certificate along with copy of valid Trade License and PAN Card should enclosed.
iii)	<u>LIST OF DEVIATIONS:</u> The Tenderer must submit the list of deviations from the tender conditions, if any, as per ANNEXURE -A enclosed in this tender document.
b)	<u>PRICE-PART:</u> The price bid will be opened based on techno commercially acceptable bidders. Properly filled up bill of quantities duly sealed and signed to be put in a sealed envelope super scribing " TENDER NOTICE NO. " and " PRICE PART ". Make and Model No of the machine to be mentioned in the price bid. The above ' TECHNO-COMMERCIAL PART ' and ' PRICE-PART ' to be put in a sealed envelope super scribing " TENDER NOTICE NO. " to be submitted to us.
2.	Conditional tenders shall be straightway rejected and no additional clause will be entertained.
3.	BBUNL administration reserves the right to accept/reject any or all of the tenders and split the scope of supply to more than one agency/ agencies without assigning any reason whatsoever. No claim will be entertained on account of this.
4.	The tender is to be submitted in a sealed cover and super scribed with Tender Reference, Due Date marked for Dy. General Manager (P-V)/BBUNL 27, R. N. Mukherjee Road, Kolkata-700 001 (W.B.).
6.	VALIDITY OF TENDER: - 90 (NINETY) days from the date of opening of tender or for a further period if mutually accepted.

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SPECIAL CONDITION OF CONTRACT

SCC-1

TERMS & CONDITIONS:

1. The bidder should mention their brand name against each item as per specification/description of our required items.
2. **Manufacturer's Test Certificate and Guarantee & Warranty Certificate** must be enclosed along with each consignment.
3. **Delivery schedule:** Delivery to be made at CORPORATE OFFICE, 27, R.N.Mukherjee Road, Kolkata-700 001 (W.B.) **within 30 days** from the date of LOI/Order.

4. **RATE :**

The vendors must submit their offer **strictly as per Bill of Quantities (BOQ-1)** of this tender document. The bidder must quote **the Basic price, Excise Duty, all other taxes & duties and delivery charges** (at CORPORATE OFFICE, 27, R.N.Mukherjee Road, Kolkata-700 001 (W.B.)) **Per unit item** as per BOQ-1. The price must be firm during the tenure of this supply / contract & no escalation on any account will be allowed. Entry Tax will be borne by us.

Notes :-

- **The award of the order or rejection of the Tenderer's offer and/or cancellation of the tender will be made at the absolute discretion of us. BBUNL reserves the right to cancel or accept or reject any or all tender(s), whether lowest or otherwise, without assigning any reason(s), whatsoever thereof. A tenderer whose Tender is not accepted shall not be entitled to claim any cost, charges or expenses incidental to or incurred by him through or in connection with the preparation and submission of the Tender/Offer to us. BBUNL also reserves the absolute right to split up and award the requirement between two or more Tenderers.**

6. **PAYMENT TERMS**

100% payment will be made within 30 days after completion of total supply and submission of bill with receipted challan along with Manufacturer's Certificate and Guarantee/Warranty Certificate.

7. **VARIATION OF QUANTITIES:** (+)/(-) 10%

8. **Security Deposit** :- 10%(Ten) of the order value in the form of Demand Draft / Bank Guarantee / Pay Order to be submitted before receiving the order. The Security Deposit amount shall remain valid up to the guarantee/warranty period.

9. **Guarantee** :- Any items, in part or full, fails to provide satisfactory service/supply due to defective design, material or workmanship within 12 months from the date of supply, shall be replaced by the supplier at his own expenses. Should any design modifications be made in any part of the equipment offered, the period of 12 months would commence from the date, the modified part is commissioned in service/supply. The cost of such modification shall be borne by the supplier.

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SCC-2

10. **LIQUIDATED DAMAGE:**

If the Supplier fails to submit inspection offer within stipulated period, 0.5% of order value will be deducted from bill for per week delay subject to a maximum of 5% of the total order value.

11. **ARBITRATION**

In the event of any questions arising out of the Contract or ancillary/ incidental as to the terms and conditions of it or relate to any matter for execution and/or performance of the contract, the same shall in-so-facto be referred to the appropriate Authority and the interpretation made by the said authority shall be final and binding upon the parties. Notwithstanding the above, should there be any, disputes or differences by and between the parties arising out of any thing under the contract, the same shall within 30 days of it's occurrence first be referred to the said authority for conciliation and/or determination by the said authority. If the findings of the said authority should be acceptable by parties to the contract as communicated in writing with in the next following 30 days of making reference to it . Nevertheless, the parties at their sole option shall with in the next following 30 days choose to refer or cause the matter to be referred to the Arbitrator of Person in writing, whereupon the appropriate Authority shall with in two weeks hence take steps for appointment of Arbitrator of Person from amongst the officers whether or not connected in the matter and the same shall be communicated in writing to the parties making reference with in the next following two weeks and the same shall be final and binding upon the parties. The Arbitrator shall enter into the reference by appropriate notice of communication to be served or cause the said notice to be served upon the parties summoning the respective parties to attend the proceedings at the date time and venue . The proceedings of Arbitration shall be at per with the Arbitration and Conciliation Act 1996 as amended up to date. Jurisdiction of the matter shall be with in the appropriate Courts of Kolkata. Acceptance of Order/ LOI of the concerned agency shall be deemed to be the Free Consent given by party under the law towards execution of these covenants of contract under the Contract of Arbitration.

12. **TERMINATION OF CONTRACT:**

If the supplier/party failure to complete the total work/supply/service as per requirement and within the stipulated completion period, BBJ reserves the right to cancel the order, either in part or full as the situation demands and get the work done by deploying other agency/agencies by issuing first seven days and then 48 hours notice. Additional cost if incurred shall be recovered from the supplier's bill.

(A.Neogi)
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Bill of Quantity (BOQ)

BOQ - 1

Sl.no.	Description	Qty (Nos)	Rate ()	Amount ()
(1)	(2)	(3)	(4)	(5)
1	Office Desks / Steel Table (Size:1200 x 600 x 728 mm) make: Godrej/ Usha/ Zuari/ Dynastry	14		
2	Steel Almirah (Size: 900 x 475 x 1950 mm) make: Godrej/ Usha/ Zuari/ Dynastry	13		
3	Four Drawer Vertical Steel Filing Cabinet (Size: 470 x 700 x 1350 mm) make: Godrej/ Usha/ Zuari/ Dynastry	8		
	Taxes & Duties (if any) should be mentioned clearly			
	Transportation Charges, if any, should be mentioned clearly			

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LIST OF DEVIATIONS

ANNEXURE – A

SL. NO.	BBUNL NIT TENDER CLAUSE NO.	BIDDER'S DEVIATED CONDITIONS
(1)	(2)	(3)
1.		
2.		
3.		
4.		
5.		
6.		

NOTE: IN CASE OF NO DEVIATIONS FROM BBUNL TENDER CONDITIONS, THE TENDERER MUST STRIKE OUT THE COLUMN (3) ABOVE & WRITE NIL DEVIATION;

TENDERER

BBUNL