



चेन्नै पोर्ट ट्रस्ट
CHENNAI PORT TRUST

MECHANICAL ELECTRICAL ENGINEERING
DEPARTMENT

NO.1, RAJAJI SALAI, CHENNAI – 600 001.

e-QUOTATION NO. [MEE/TR3/480/2017/DY.CME \(W\)](#)

“e-QUOTATION DOCUMENT”

FOR

RECONDITIONING FOR FC AND OTHER RELEVANT WORKS i.e. TINKERING

OF DRIVER CABIN, PAYLOAD CABIN, MECHANICAL, ELECTRICAL &

PAINTING WORKS, PERMIT EXTENSION, PAYING OTHER RELATED FEES

AND OBTAINING FITNESS CERTIFICATE FROM (RTO). CHENNAI EAST IN

THE VEHICLE NO. TN-04-C-4960 (ASHOK LEYLAND LORRY) PERTAINING

TO MEE DEPARTMENT (POWER SUPPLY)

Documents Down loading from 16.00 Hrs. on 06.02.2018

On line Bid Submission Starting at 15.00 Hrs. on 15.02.2018

On line Bid Submission Closing at 15.00 Hrs. on 21.02.2018

On line Bid Opening at 15.00 Hrs. on 22.02.2018



CHENNAI PORT TRUST

NO.1, RAJAJI SALAI, CHENNAI – 600 001.

e- QUOTATION No. MEE/TR3/480/2017/Dy.CME(W)

e-QUOTATIONS are invited from eligible, experienced and reputed firms for “RECONDITIONING FOR FC AND OTHER RELEVANT WORKS i.e. TINKERING OF DRIVER CABIN, PAYLOAD CABIN, MECHANICAL, ELECTRICAL & PAINTING WORKS, PERMIT EXTENSION, PAYING OTHER RELATED FEES AND OBTAINING FITNESS CERTIFICATE FROM (RTO). CHENNAI EAST” IN THE VEHICLE NO. TN-04-C-4960 (ASHOK LEYLAND LORRY) PERTAINING TO MEE DEPARMENT (POWER SUPPLY) as per details furnished hereunder:-

e-quotation documents can be downloaded from the Trust’s Website

Online submission starts at 15.00 Hrs. on 15.02.2018

Online submission closing at 15.00 Hrs on 21.02.2018

Online opening date at 15.00 Hrs on 22.02.2018

For further details and amendments if any, visit our Website
www.chennaiport.gov.in.

CHIEF MECHANICAL ENGINEER.



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C O N T E N T S

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INSTRUCTIONS FOR ONLINE BID SUBMISSION

- I) Bidder to follow the following procedure to submit the bids online through the e-Procurement site <https://eprocure.gov.in>
1. Bidder should do the registration in the e-quotation site using the 'Click here to Enroll' option available.
 2. Then the Digital Signature of SIFY/TCS/Code or any Certifying Authority is to be registered after logging into the site.
 3. Bidder can use 'My Space' area to update standard documents in advance as required for various e-quotations and use them during bid submission. This will facilitate the bid submission process by reducing time.
 4. Bidder may read the e-quotation published in the site and download the required documents/e-quotation schedules for the e-quotations he is interested.
 5. Bidder then logs into the site using the secured log in by giving the user id/password chosen during registration and password of the DSC/e-token.
 6. Only one DSC should be used for a Bidder and should not be misused by others.
 7. Bidder should read the e-quotation schedules carefully and submit documents as asked, otherwise, the bid will be rejected.
 8. Bidder should take into account of the corrigenda's published before submitting bid online.
 9. Bidder must in advance prepare the bid documents to be submitted as indicated in the e-quotation schedule and they should be in required format. If there is more than one document, they can be clubbed together.
 10. Bidder selects the e-quotation which he is interested using search option & then moves it to the 'my favorites folder'.
 11. From the 'my favorites folder', he selects the e-quotation to view all the details indicated.
 12. The Bidder reads the terms & conditions and accepts the same to proceed further to submit the bid.
 13. The bidder has to enter the password of the DSC/e-token and the required bid documents have to be uploaded one by one as indicated.

14. The rates offered details have to be entered separately in a spread sheet file(xls) in the space allotted and should be updated as BOQ. xls file for each e-quotation after the financial bid. The BOQ file, if found modified by the bidder, his bid will be rejected.
15. The e-quotation system will give a successful bid updation message & then bid summary will be shown with the Bid No. & the date & time of submission of the bid with all other relevant details. The bidder has to submit the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
16. The bid summary has to be printed and kept as an acknowledgement as a token of submission of the bid.
17. The bid summary will act as proof of bid submission for a e-quotation floated and will also act as an entry point to participate in the bid opening date.
18. For any clarifications with the TIA, the bid number can be used as a reference.
19. Bidder should log into the site well in advance for bid submission so that he submits the bid in time (i.e.) on or before the bid submission time. If there is any delay, due to other issues, bidder only is responsible.
20. Each document to be uploaded online for the e-quotations should be less than 2 MB. If any documents is more than 2 MB, it can be reduced by scanning at low resolution and the same can be uploaded. However, if the file size is less than 1 MB the transaction uploading time will be very fast.
21. The time settings fixed in the server side & displayed at the top of the e-quotation site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-procurement system. The bidder should follow this time during bid submission.
22. All the data being entered by the bidder would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
23. The confidentiality of the bids is maintained since the secured Socket Layer128 bit encryption technology is used Data storage encryption of sensitive fields is done.
24. Any documents that are uploaded to the server are subject to symmetric encryption using a generated symmetric key. Further this key is subjected to asymmetric encryption using buyer's public keys. Overall, the submitted e-quotation documents become readable only after the e-quotation opening by the authorized individual.

25. Bidder is required to submit their e-quotation through online on or before due date of closing time at 15.00 Hrs on 21.02.2018. The e-quotation received after the due date and time will not be entertained.

Bidder should submit the e-quotation as per specification indicated in Schedule 'A', accordance with the General Conditions and signed copy of the document.

Price should be quoted in online "**Price Schedule. -A-1** (as per BOQ) price should be quoted in a spread sheet file (.xls format) available in e-procurement portal only. For evaluation purpose, the uploaded offer documents will be treated as authentic and final. The price bid submitted through e-procurement mode only will be taken up for the purpose for evaluation.

Note: The bidder shall also send the hard copy of e-quotation Document with signed and sealed to CME, Chennai Port Trust through post or by hand so as to reach on or before the bid opening date for the purpose of realization.

II) EVALUATION PROCESS:-

- 1) The following points shall be considered by the bidder before submitting the bid:
 - a. It is received by the proposed Due Date and Time.
 - b. It is Digitally Signed.
 - c. It contains the information and documents as required in the e-quotation Documents.
 - d. It mentions the validity period as set out in the document.
 - e. It provides the information in reasonable detail.
 - f. There shall be no significant inconsistencies between the proposal and the supporting documents.
 - g. The Port Trust reserves the right to reject any e-quotation which in its opinion is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Port Trust in respect

of such e-quotations.

- 2) Bidder should obtain temporary pass from the Port Asst. Traffic Manager (Central Pass Section) near Anchor Gate Hospital or from the office of the CME's Office, 7th floor, Centenary Building, Chennai Port Trust, No1,Rajaji Salai, Chennai- 001 to gain entry into the Trust's premises if necessary.
- 3) The Fax/E-mail offers will be treated as defective, invalid and rejected. Only detailed complete offers received through online prior to closing time and date of the e-quotations will be taken as valid.

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CHENNAI PORT TRUST

GENERAL CONDITIONS

1.e-quotations are invited from eligible, experienced and reputed firms **“for reconditioning of FC and other relevant works (i.e) Tinkering driver cabin, Payload cabin, Mechanical, Electrical & Painting works, permit extension, paying other related fees and obtaining Fitness Certificate from (RTO) Chennai East** in the vehicle No. TN-04-C-4960 (ASHOK LEYLAND LORRY) pertaining to MEE department (Power supply).

The Documents can be downloaded from the Trust’s Website and **the downloaded copy without price Bid has to be sent to CME to reach on or before 15 hrs on 21.02.2018** along with the covering letter, addressed to “The Chief Mechanical Engineer, Electrical and Mechanical Department, 7th floor of Centenary Building, No.1, Rajaji Salai, Chennai Port Trust, Chennai – 600 001. The cover shall be superscribed as **“e-quotation for reconditioning of FC and other relevant works (i.e) Tinkering driver cabin, Payload cabin, Mechanical, Electrical & Painting works, permit extension, paying other related fees and obtaining Fitness Certificate from (RTO) Chennai East”** in the vehicle No.TN-04-C-4960 (ASHOK LEYLAND LORRY) pertaining to MEE department (Power supply)

2. **Cost Schedule:** The price quoted shall be exclusive of GST applicable to the above work. The Trust is not in a position to provide form ‘C’ or ‘D’. The Trust does not bind itself to accept claims for extra payment for items not included in the e-quotation. GST and total cost are to be furnished separately both in figures and words. All corrections should be properly attested in the submitted document copy.

- I. Price shall be quoted only in online mode.
- II. Price declaration any where in the document copy will be liable to reject.
- III. GST registered firm will only be considered.
- IV. L1 selection based on the basic price only.
- V. GST should be quoted separately.

3. The rates shall be firm not subject to fluctuation at any stage till the completion of the contract. The old recoverable parts are to be returned to the Trust.
4. **Validity:** The price quoted shall be kept firm and should hold good for 16 weeks from the date of opening of the e-quotation.
5. **Completion Period:** The work should be completed within **60 days** from the date of receipt of the vehicle.
6. **Payment Terms:** Payment will be made within 30 days after satisfactory completion of work and on production of completion of work and accepted by the Trust certificate from the Trust Engineer. For this purpose, the Bidder shall submit all his bills in the Trust's format addressed to the Chief Mechanical Engineer, Chennai Port Trust, Chennai – 600 001.
7. **Guarantee Period:** The work shall be guaranteed for a period of six months from the date of acceptance of the work.
8. **Liquidated Damages:** The bidder shall complete the works within the stipulated period. For delay in completion of works, Liquidated Damages @ ½% per week (7 days inclusive of holidays) to a maximum of 10% of the total contract value will be imposed.
9. **Security Deposit:** The Demand Draft shall be furnished within 21 days from the date of placement of order. The demand draft shall be in favour of the Chairman, Chennai Port Trust payable at Chennai. No. interest will be allowed on the deposit. The security deposit in any manner suggested above shall be to the extent of 10% of the total contract amount of accepted e-quotation towards security for the due fulfillment of the conditions of contract and the Bidder must execute an undertaking. 50 % of the Security Deposit will be released after completion and acceptance of work and the balance 50 % will be refunded on satisfactory completion of Guarantee obligations.
- If the bidder have not remitted the security deposit amount within the stipulated time as per the order, necessary interest @ 18% per annum on Security Deposit amount will be levied for the delayed remittance from due date of remittance to date of realization/remittance of money.
10. **Indemnity:** The bidder should indemnify the Trust against any liability for compensation due to injury to this own workman or to others while executing the work and for any damage to property and should notify to the police and the Chief Mechanical Engineer for serious / fatal accidents.

11. GST:

1. The firm shall furnish the tax invoice as per GST Act / Rules in the name of Chennai Port Trust by mentioning the GSTIN of ChPT and indicating amounts of GST separately. The GSTIN of Chennai Port Trust is **33AAALC0025BIZ9**.
2. The firm shall remit the GST amount in the invoice to the Government within the due dates and also file the returns by mentioning the GSTIN of ChPT to enable ChPT to avail applicable input tax credit.
3. Chennai Port Trust shall reimburse the GST component mentioned in the Invoice to the bidder / Supplier / Vendor only to the extent and on reflection of the same under the GSTIN of ChPT in the GST web portal.
4. Applicable statutory recoveries including TDS under Income Tax, TDS under GST, etc., will be deducted / recovered while accounting for or making payments to the Bidder / Supplier / Vendor as per the applicable laws.

12. ESI ACT:

- a. As per the Govt. Notification dated 20.07.09 Chennai Port Trust is registered under the ESI Act on 26.09.2012 with ESI Corporation and provision of ESI Act 1948 are applicable to Chennai Port Trust. Social Security Act is applicable to Factories, using Power and employing 10 or more personnel and establishment employing 20 or more persons and drawing wages/Salary up to Rs.15,000/- per month. Workers covered under ESI Act are entitled for full medical care for self and family. Besides, cash benefit in the event of sickness, maternity and employment injury. Accordingly, the contractual/casual employees drawing wages upto Rs.15,000/- per month employed either directly by Port Trust or through Bidder are covered under ESI Act, 1948. It is obligatory on the part of the employer to calculate and remit ESI contribution comprising of employers share of 4.75% plus employee's share of 1.75% which is payable on or before 21st of the following month, to which the salary relates.
- b. In case of Bidder employees more than 20 employees, they should register their names in ESI as per ESI Act, 1948 and obtain ESI Code. Both Employers share of 4.75% and Employees contribution of 1.75% (recovered from the employees) totally 6.5% to be paid as contribution to ESI in their code on or before 21st of following month to which the salary relates and acknowledgement for the same shall be submitted to the Port while claiming the bill. The bill without the acknowledgement of ESI contribution will not be entertained. In case the bidderer has not paid the ESI contribution same will be recovered in the running bill and paid to the ESI Corporation in bidderer's code. The delay in payment of contribution payable under the Act may be recovered as an arrear of Land Revenue.
- c. In case the Bidder employees less than 20 employees, the list of employee's name, their father's name, identification proof, one passport photo shall be submitted to the Port Trust. The contribution of ESI amount both employers share of 4.75% and Employees contribution of 1.75% (recovered from Employees salary) totally 6.5% shall be paid by the bidderer in the Chennai Port Trust Code on or before 21st of the following month to which the salary relates or otherwise payment to the bidderer will be withheld. If the Bidderer fails to comply

with the above instruction, then the Principle Employer (Chennai Port Trust) will make payment to the ESI Corporation. Such amount will be deducted from any amount due to the bidder. The delay in payment of contribution payable under the Act may be recovered as an arrear of Land Revenue.

- d. As per the Government Notification
- i) All intending Bidder at the time of Bidder shall disclose all necessary documents as to whether they are covered under ESI Act or not.
 - ii) In case they are covered under ESI Act, they have to furnish the details of registration.
 - iii) In case the Bidder does not possess ESI registration at the time of participation in the bidder, then they should obtain registration under ESI Regulations before award of the work by Chennai Port Trust and submit the same within 30 days from the date of issue of work order. Any payment towards the work order will be made only after the ESI registration.
 - iv) The Bidder shall submit his first bill together with evidence of having obtained registration under ESI regulations and only then the bill will be processed for payment. Subsequently the bidder shall periodically submit to Chennai Port the Form 6 prescribed under ESI Regulations along with the proof for having remitted his dues under ESI Registration in respect of the workers / labours employed for the work awarded by the Chennai Port to facilitate making payment for the bills of the bidder.
 - v) In case, the Bidder is not covered under ESI Act or exempted, the bidder shall furnish necessary documents along with an affidavit in original affirming before a first class Judicial Magistrate in a Non Judicial Stamp paper worth Rs.20/- to that effect.
 - vi) In case the Bidder is covered under ESI Act, they must additionally indemnify ChPT against all damages & accident occurring to his labour in a Non-Judicial Stamp Paper worth Rs.100/-

13. The Bidder should comply, with necessary enactment of the State or Central Government, and safety precautions wherever applicable and hold the Board blameless for any infringements and consequences thereof.

In respect of work contracts, the firm shall also comply with the State Labour Regulations Act and submit the proforma duly filled in prior to the submission of final bill. The proforma will be sent along with the order.

14. Neither any one the proprietors/ partners or employees of the contracting firm should have hold any Class I post under the Board prior to retirement and join the firm within two years of retirement without obtaining permission of the Board/Chairman for the same, the contract is liable for termination for violation of this conditions.

15. Entry to the Harbour for individuals or vehicles is regulated by issue of passes by the Commandant, Central Industrial Security Force as per the rules in force then and there. The Entry passes for the firms employees, officials & transport vehicles shall be taken by the bidder at his cost.

16. The Bidder should certify that they are not having more than three concurrently running contracts. If this certificate is not furnished the e-quotation is liable to be rejected.

17. The Chief Mechanical Engineer reserves the right to award any portion of the e-quotation (or) to drop the e-quotation all together at his discretion without assigning any reasons thereof.

18. The Bidder has to take suitable Insurance for himself and for all his employees working in the port premises for this work.

19. Necessary safety norms prescribed for the work shall be strictly adhered to.

20. The bidder is responsible for the safety & security of the vehicle till the work is completed and handed over to the Trust.

21. Any accident occurred during the course of work shall be brought to the notice of the concerned Engineer CISF, Safety Officer and Police as applicable immediately.

22. Necessary safety gloves, safety shoes, required for the work to the labourers to be provided by the bidders if the works carried out in Trust premises

CHIEF MECHANICAL ENGINEER

TECHNICAL SPECIFICATION

SCHEDULE-"A"

RECONDITIONING OF FC AND OTHER RELEVANT WORKS i.e. TINKERING OF DRIVER CABIN, PAYLOAD CABIN,MECHANICAL, ELECTRICAL & PAINTING WORKS, PERMIT EXTENSION, PAYING OTHER RELATED FEES AND OBTAINING FITNESS CERTIFICATE FROM (RTO). CHENNAI EAST IN THE VEHICLE NO. TN-04-C-4960 (ASHOK LEYLAND LORRY) PERTAINING TO MEE DEPARMENT (POWER SUPPLY)

GENERAL

Chennai Port Trust has proposed to Reconditioning of F.C. and other relevant work for obtaining Fitness Certificate, RTO Chennai East, in the Vehicle No.TN04-C-4960 (ASHOK LEYLAND LORRY) pertaining to MEE Department (Power Supply)

SCOPE OF WORK:-

The scope of works includes the following:-

Reconditioning for FC and other relevant works i.e. Tinkering of driver cabin, payload cabin, Mechanical, Electrical, painting works, permit extension, paying other related fees and obtaining Fitness Certificate from (RTO). Chennai East, in the Vehicle No.TN04-C- 4960 (ASHOK LEYLAND LORRY) pertaining to MEE Department (Power Supply)

TECHNICAL SPECIFICATION:

DETAILS OF TINKERING WORKS:-

I. Driver cabin

- a) The lorry driver cabin's bottom supporting channels of size 75mm. x 40mm. to be replaced newly and complete flooring plate to be replaced. Roof, rear side, sides, wind shield area, doors, front and rear mudguard, battery mounting frame and plate, driver seat, co-driver seat frame are to be tinkered.
- b) Both side rear view mirror to be replaced newly.
- c) Seat's cushion covers to be replaced newly, wind shield rubber beading, glasses to be fixed and door lock to be replaced newly.

II. Pay load cabin tinkering

- a) The pay load cabin's chassis support channels on both side of size 125mm.x65mm. completely to be replaced newly and the 'U' clamp 10 Nos. to be replaced newly and fitted as existing.
- b) Floor support channel of size 100mm.x50mm. (8 Nos.) to be changed newly.
- c) Flooring plate, LHS and RHS side doors, rear doors to be tinkered.

III. DETAIL OF MECHANICAL WORKS:-

- a) Complete brake system to be overhauled with replacement of brake liners, shoe return spring in brake chamber newly, Front & rear each 2 Nos. brake booster to be overhauled with repair kit and also changed new diaphragms for all the boosters. Necessary air lines should be changed newly. Un loader valve also to be overhauled with new repair kit.
- b) Diesel tank to be cleaned and diesel filter and diesel line hoses are to be replaced newly.
- c) Complete silencer and pipes from exhaust manifold to tail pipe to be

replaced newly.

- d) Water pump to be overhauled with new repair kit and fan belt to be replaced newly.
- e) Radiator to be cleaned and leak to be arrested. Top and bottom hoses to be replaced newly.
- f) New speed limit instrument as per statutory requirement of RTO. Has to be fixed.
- g) Clutch system to be overhauled with replacement of the clutch plate, clutch cover assembly, release bearing, and linkages. etc., Fly wheel ring to be replaced.
- h) Steering system should be overhauled with replacement of the tie rod end, Steering box oil, star bearing and knuckle pin etc.
- i) Suspension load spring to be re-cambering with necessary plate with new bolts & nuts with clamps and bushes to be replaced newly.
- j) U.J.Cross and centre bed assembly should be changed newly.
- k) Dash board all gauges should be replaced newly.

IV. DETAILS OF ELECTRICAL WORKS:-

- a. Complete electrical wiring should be checked all the light fitting, air horn to be provided newly. All starting circuit should be checked and rectified.
- b. Self starter and alternator assembly to be overhauled.
- c. Wiper motor with wiper arm blade 2 Nos should be changed newly.

V. PAINTING WORKS :-

Cleaned the vehicle thoroughly to paint the under chassis and underneath floor plate with two coats each of red-oxide and anti-corrosive black paint and also to paint the

body of the vehicle in existing colour with logos and emblems, as per road transport authority's statutory requirement.

VI.PAYING RELATED FEES AND OBTAINING FITNESS CERTIFICATE:

Permit extension, emission test, paying other related fees etc. and Fitness certificate from RTO Chennai East has to be obtained.

OTHER TERMS AND CONDITIONS:-

- 1) The vehicle shall be inspected before submitted the offer.
- 2) The technical specification Schedule 'A' and Schedule of prices and Quantities Schedule 'A-1' to read in conjunction to ensure the actual FC and other relevant works to obtained Fitness Certificate from RTO Chennai East involved.
- 3) The vehicle shall be collected in as is where is condition.
- 4) The replaced old parts shall be returned to be Trust Transport Shop.
- 5) The Trust will not be responsible for any loss or damage of the men/materials/tools/plants engaged by the firm during the work at site or transportation.
- 6) The bidder shall submit their copy of the e-quotation along with PAN/GST Registration as applicable.
- 7) If any clarification, the firm shall contact the Executive Engineer (M)/PL at old Administrative Office Building, 1st floor, Phone No.25362201 Extn.2770.
- 8) The price bid shall be submitted on online only in the Website www.chennaiport.gov.in

Chief Mechanical Engineer.
Chennai Port Trust.

e-QUOTATION " RECONDITIONING FOR FC AND OTHER RELEVANT WORKS i.e. TINKERING OF DRIVER CABIN, PAYLOAD CABIN, MECHANICAL, ELECTRICAL, PAINTING WORKS, PERMIT EXTENSION, PAYING OTHER RELATED FEES AND OBTAINING FITNESS CERTIFICATE FROM (RTO). CHENNAI EAST" IN THE VEHICLE NO. TN-04-C-4960 (ASHOK LEYLAND LORRY) PERTAINING TO MEE

DEPARTMENT (Power Supply)

SCHEDULE OF PRICES AND QUANTITIES.

SCHEDULE-"A-1"

| S.No | DESCRIPTION OF WORK | Unit | Qty | Rate/unit in Rs. | Amount in Rs. |
|------|---|-------|------|---------------------|------------------|
| (i) | (ii) | (iii) | (iv) | (v) | (vi) |
| 1. | Reconditioning for FC and other relevant work (i.e.) Tinkering of driver cabin, Pay load cabin, Mechanical, Electrical works & painting works (as per schedule-"A") permit extension paying other related fees and obtained fitness certificate, from RTO Chennai (East) in the vehicle No. TN-04-C-4960 (ASHOK LEYLAND LORRY) | No | 1 | | |
| 2. | Total | | | | |
| 3. | GST as applicable | | | | |

| | | | |
|----|-----------------------------|--|--|
| 4. | Grand Total (2) +(3) | | |
|----|-----------------------------|--|--|

(Rupees.....only)

Firm's signature
With seal

Note: The firm should mention the GST registration No