



# CHENNAI PORT TRUST

MECHANICAL ELECTRICAL ENGINEERING  
DEPARTMENT

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

QUOTATION NO. **MEE/TR3/605/2016/DY.CME (W)**

## QUOTATION DOCUMENT

### FOR

CARRYING OUT MECHANICAL & ELECTRICAL, PAINTING  
AND F.C. WORKS IN THE VEHICLE NO.TN-04-C-4960  
(ASHOK LEYLAND LORRY ) PERTAINING TO MEE  
DEPARTMENT IN CHENNAI PORT TRUST.

Due at **3.00 P.M.** on **27.04.2017**

Price : **Rs.158/- (inclusive of 5% VAT)**

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PAINTING AND F.C. WORKS IN THE VEHICLE NO.  
TN-04-C-4960 (ASHOK LEYLAND LORRY ) PERTAINING TO MEE  
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CHIEF MECHANICAL ENGINEER.  
CHENNAI PORT TRUST

## CHENNAI PORT TRUST General conditions

1. Quotations are to be sent in duplicate in a sealed cover from eligible, experience and reputed firms duly superscribed as **“Quotation for carrying out Mechanical &, Electrical, Painting and F.C. works in the VEHICLE NO. TN-04-C-4960 (ASHOK LEYALDN LORRY) so as to reach before 3.00 pm on 27.04.2017 and addressed to the Chief Mechanical Engineer , 7<sup>th</sup> floor, Chennai Port Trust, Rajaji Salai, Opp. to Reserve Bank of India, Chennai – 600 001.**

The Documents can also be downloaded from the Turst’s Official Website for which the document cost has to be enclosed by DD drawn in favour of the Chairmen, Chennai Port Trust payable at Chennai. The cost of DD is Rs.158/- inclusive of VAT. The website downloaded tenders which are not accompanied with D.D. will be summarily rejected.

2. Quotation shall be filled in ink or typewritten.

3. Quotation will be opened at the Office at the Chief Mechanical Engineer , 7<sup>th</sup> floor, Chennai Port Trust, Rajaji Salai, Opp. to Reserve Bank of India, Chennai – 600 001., immediately after the closing time mentioned.

4. Telegraphic offer will be treated as defective, invalid and rejected, only detailed complete offer received before closing time and date stipulated only will be taken as valid. Quotations received after the due date and time will summarily be rejected.

5. **Cost Schedule:** The price quoted should show separately the cost of the equipment accessories, tools etc. to be supplied along with the plant/vehicles/equipments as well as excise duty sales tax or any other taxes duties, Insurance charges, freight charges etc. applicable to the above supply and the rates of duties, levies and taxes should also be indicated. The Trust is not in a position to provide from ‘C’ or ‘D’. The Trust does not bind itself to accept claims for extra payment for items not included in the quotation. Taxes and total cost properly attested. If this comes under DGSD rate contract, that rate should be quoted. If not, please state that the item does not come under rate contract.

6. The rate shall be firm not subject to fluctuation at any stage till the completion of the contract satisfactorily. Rate may be quoted separately of taking into consideration whether the old recoverable parts are to be returned to the Trust or to be retained by the firm as the case may be.

7. **Validity:** The price quoted shall be firm and should hold good at least for sixteen weeks from the date of opening of the quotation.

8. **Completion Period:** The work shall be completed within 45 **days** from the date of receipt of the vehicle.

9. **Guarantee:** The work should be guaranteed for a period of not less than 6 months from the date of acceptance of work. If any such failure in the work the same shall be rectified free of cost by the bidder as the case may be within a reasonable time as required failing which it shall be open to the Chief Mechanical Engineer to arrange for much to be done and deduct the cost thereof from the amount retained without prejudice to the recovery of any amount retained that have been spend in excess of the retained amount due from the Trust and /or by any other means.

10. **Payment Terms:** 100% payment will be made with in 30 days after satisfactory completion and acceptance of the work. For this purpose, the supplier/contractor shall submit all his bills in the Trust’s format addressed to the Chief Mechanical Engineer, Chennai Port Trust, Chennai – 600 009. The Contractor shall quote the Bank Account details for the payments through ECS along with PAN.

11. **Liquidated Damages/Late Delivery Charges:** For delay in completion of work, liquidated damage within at the rate of ½% per week (7days inclusive of holidays ) or part thereof subject to a maximum of 10 % of the total value of the contract as liquidated damages will imposed.

12. **Security Deposit:** The Tenderer should pay the Security Deposit equal to 5 % of the contract value in cash or by D.D./P.O in the prescribed form. If the S.D. has not been remitted with 10 days of receipt of the order, necessary interest will be levied till the remittance of the same. 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 Tenderer have not remitted the Security Deposit amount within the stipulated time in the order, necessary interest @ 18% p.a. on SD amount will be levied for the delayed remittance from the due date of remittance to date of realization/remittance of money.

13. **Indemnity:** The Tenderer should indemnify the Trust against any liability for compensation due to injury to his own workman or to other 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.

The Tenderer should comply, with all labour 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 contract, 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. **ESI clause:** The detailed of employees proposed to be engaged shall be furnished to this office before the commencement of the work.

(a) As per the Govt Notification dt 20.07.2009, Chennai Port Trust has registered under the ESI Act on 26.09.2012 with ESI Corporation and provision of ESI Act, 1948 are applicable to Chennai Port Trust, a 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 upto 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/ causal employees drawing wages upto Rs. 15,000/- per month employed either directly by Port Trust or through tenderer are covered under ESI Act, 1948. It is comprising of employers' share of 4.75% plus employees' share of 1.75% which is payable on or before 21<sup>st</sup> of the following month, to which the salary relates.

(b) In case the Tenderer employs more than 20 employees, they should register their name with ESI as per ESI Act, 1948 and obtain ESI Code. Both Employers share of 4.75% and Employees contribution of 1.75% (recovered from employees), totally 6.5% to be paid as contribution to ESI in their Code on or before 21<sup>st</sup> 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 acknowledgment of ESI contribution will not be entertained. In case the Tenderer has not paid the ESI contribution same will be covered in the running bill and paid to the ESI Corporation payable under the Act may be recovered as an arrear of Land Revenue.

(c) In case the Tenderer employs less than 20 employees, the list of employees' names, 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% to be paid by the Tenderer in Chennai Port Trust Code on or before 21<sup>st</sup> of following month to which the salary relates or otherwise

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

(d) As per the above government Notification i) All intending Bidder at the time of quotation shall disclose all necessary documents as to whether they cover under ESI Act or not.

i) In case they are covered under ESI Act, they have to furnish the details of registration.

ii) In case of the Bidder does not possess ESI Registration at the time of participation in the Quotation, 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 work order. Any payment towards the work order will be made only after the ESI registration.

iii) 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 should periodically submit to Chennai Port 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 Chennai Port to facilitate making payment for the bills of the Tenderer.

iv) In case, the Bidder is not covered under ESI Act or exempted, they would 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.

v) In case they are not 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/-

15. 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.

16. Neither any one of the proprietors/partners or employees of the contracting firm should have held any class –I post under the Board prior to retirement and joined the firm within 2

years of retirement without obtaining permission of the Board/Chairman for the same, the contract is liable for termination for violation of this conditions.

17. 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.

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

19. The Tenderer has to take Group Insurance for himself and for all the employees working in the Port premises for this work.

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

21. The bidder is responsible to the safety & security of the material and their men till the work is completed and handed over to the Trust.

22. The contractor should abide the EPF Rules & Regulations.

ENGINEER.  
CHIEF MECHANICAL

**TECHNICAL SPECTIFCATION FOR CARRYING OUT MECHANICAL & ELECTRICAL, PAINTING AND F.C. WORKS IN THE VEHICLE NO.TN-04-C-4960 (ASHOK LEYLAND LORRY )**

**SCHEDULE-"A"**

**1. DETAIL OF MECHANICAL WORKS:-**

- a. *Complete brake system to be overhauled with replacement of brake liners, shoe return spring, spring brake chamber, wheel cylinder assembly (Front & rear wheel each 2 Nos.), master cylinder assembly, necessary brake lines should be changed newly and Brake boosters to be overhauled with repair kit and also the diaphragms to be changed.*

- b. To be fixed new speed limit instrument as per statutory requirement of RTO.
- c. 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.
- d. Steering system should be overhauled with replacement of the tie rod end, steering box oil, star bearing and knuckle pin etc.
- e. Load spring to be re-cambering with necessary plate with new bolt & nut with clamps.
- f. U.J.Cross and centre bed assembly should be changed newly.
- g. Complete air system lines to be replaced with necessary end seating.
- h. Wiper motor with wiper arm blade 2 Nos should be changed newly.
- i. Radiator, Radiator top & bottom hose and Fan belt should be changed newly.
- j. Water pump to be changed newly.
- k. Dash board all gauges should be rectified and to be changed if required.

## II. DETAILS OF ELECTRICAL WORKS:-

- a. Complete electrical wiring should be carried out and to change all the light fitting, air horn to be provided newly. All starting circuit should be checked.
- b. Self starter and alternator assembly to be overhauled.

## III. PAINTING WORKS :-

- a. 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.

#### IV. PERMIT EXTENSION AND FC. :-

- a. To be obtained permit extension and fitness certificate from RTO east Chennai, including emission test and other late fees.

#### GENERAL CONDITIONS:-

- 1) The vehicle shall be inspected before submitting the offer.
- 2) The vehicle shall be collected as where is condition.
- 3) The work shall be completed within 45 days from the date of receipt of the vehicle and to be handed over.
- 4) O.E.M. spares shall be used.
- 5) The replaced old parts shall be returned to be Trust Transport Shop.
- 6) The work shall be guaranteed for a period of SIX months from the date of acceptance of the works.
- 7) The contractor should furnish the price as per Trust's format "Schedule-A-1".
- 8) Payment will be made in 30 days after completion of entire work as per order.
- 9) The bidder while submitting their quotation along with PAN, TNGST, TIN Registration No. or Service Tax Registration No. should be enclosed as applicable.



**QUOTATION FOR CARRYING OUT MECHANICAL & ELECTRICAL,  
PAINTING AND F.C. WORKS IN THE VEHICLE NO.TN-04-C-4960  
(ASHOK LEYLAND LORRY )  
SCHEDULE-"A-1"**

S.No	DESCRIPTION OF WORK	MATERIAL COST Rs.	LABOUR COST Rs.	TOTAL COST Rs.
I. a.	<u>DETAILS OF MECHANICAL WORKS :-</u> Complete brake system to be overhauled with replacement of brake liners, shoe return spring, spring brake chamber, wheel cylinder assembly (Front & rear wheel each 2 Nos.), master cylinder assembly, necessary brake lines should be changed newly and Brake boosters to be overhauled with repair kit and also the diaphragms to be changed.			
b.	To fix new speed limit instrument as per statutory requirement of RTO			
c.	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.			

d.	Steering system should be overhauled with replacement of the tie rod end, steering box oil, star bearing and knuckle pin etc.			
e.	Load spring to be re-cambering with necessary plate with new bolt & nut with clamps.			
f.	U.J-Cross and centre bed assembly should be changed newly			
g.	Complete air system lines to be replaced with necessary end seating.			
h.	Wiper motor with wiper arm blade 2 Nos should be changed newly.			
i.	Radiator, Radiator top & bottom hose and Fan belt should be changed newly.			
j.	Water pump to be changed newly.			
k.	Dash board all gauges should be rectified and to be changed if required.			
	<b>TOTAL COST OF MECHANICAL</b>			
II.	<u>DETAILS OF ELECTRICAL WORKS:-</u>			
a.	Complete electrical wiring should be carried out and to change all the light fitting, air horn to be provided newly. All starting circuit should be checked.			
b.	Self starter and alternator assembly to be overhauled.			
	<b>TOTAL COST OF ELECTRICAL</b>			
III.	<u>PAINTING WORKS :-</u>			
a.	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.			
	<b>TOTAL COST OF PAINTING WORK:-</b>			
IV.	<u>PERMIT EXTENSION AND FC. :-</u>			
a.	To be obtained permit extension and fitness certificate from RTO east Chennai, including			

	<i>emission test and other late fees.</i>			
	<b>TOTAL COST OF PERMIT EXTENSION AND FC.</b>			
V.	<b>VAT &amp; TAXES IF ANY</b>			

TOTAL COST OF MECHANICAL	Rs. =
TOTAL COST OF ELECTRICAL	Rs. =
TOTAL COST OF PAINTING	Rs. =
TOTAL COST OF PERMIT EXTENSION AND FC.	Rs. =
VAT & TAXES IF ANY	Rs. =
TOTAL COST OF ENTIRE WORKS	Rs. =

**Note:** All relevant Taxes shall be quoted separately as per the applicable rate. Trust does not bind itself to accept claim for any extra payment.

*Contractor  
Signature with seal*