



**CHENNAI PORT TRUST**

**No. 1 RAJAJI SALAI  
CHENNAI - 600001**

**Supplying of materials such as Cement, River sand  
on annual contract basis for Tondiarpet Housing  
Colony of Chennai Port Trust**

**QUOTATION NOTICE NO. Q/WMA7/926/2017/E**

**CHIEF ENGINEER  
Civil Engineering Department**

## NIQ FOR WEB



### **CHENNAI PORT TRUST CIVIL ENGINEERING DEPARTMENT**

No.1 Rajaji Salai,  
Chennai – 600001

Sealed quotations are invited from the **GST registered contractors through offline** who satisfying the following eligibility criteria for the work of **“Quotation for Supplying of materials such as Cement & River sand on annual contract basis for Tondiarpet Housing Colony of Chennai Port Trust”** as per details furnished hereunder.

Estimated Cost Rs. **98,495/-**

EMD: **Rs. 2000/-**

#### **Completion period: 3 months**

- (i) Should have successfully completed similar works during last 7 years (as on 31.07.2017).
- a) Three similar completed works each costing not less than 40% of the present estimated cost i.e. Rs.39,400/- (or)
  - b) Two similar completed works each costing not less than 50% of the present estimated cost i.e. Rs.49,300/- (or)
  - c) One similar completed work costing not less than 80% of the present estimated cost i.e. Rs.78,800/- and
- (ii) Average Annual turnover during the last 3 years (as on 31st March 2016) should be atleast 30% of the present estimated cost. i.e., Rs.29,600/

Documentary proof such as work order and completion certificate for experience and audited balance sheet, profit & loss account statement for annual turnover for meeting all the eligibility criteria shall be enclosed with the quotation in original or copies. If the bidder has executed the work for private firms or as a sub contract, the TDS certificate for the particular year along with the above documents shall be submitted. The bids of those firms who do not meet the eligibility criteria shall be treated as invalid and summarily be rejected.

**Note: “Similar work” means “Any Civil Engineering work.”**

GST Registered tenderers only be eligible to participate in the quotation. Quotation document can be downloaded from Chennai Port Trust website: [www.chennaiport.gov.in](http://www.chennaiport.gov.in). The original demand draft for EMD should be reached Ch.P.T before opening the bid as in tender document. Non submission of DD as single instrument in original to Ch.P.T may lead to disqualification of bids.

**Note:**

The exemption certificate from NSIC/MSME is applicable for exemption from payment of EMD only

**Sale period : 29.08.17 to 11.09.17 (on all working days)**

Last date for **15.00 hrs on 12.09.17**

Submission

Date of opening of **15.30 hrs on 12.09.17**

Quotation

For further details, please see the quotation document  
Quotation No.Q/WMA7/926/2017/E.

**CHIEF ENGINEER**

Visit our web site **[WWW.Chennaiport.gov.in](http://WWW.Chennaiport.gov.in)**

**CHENNAI PORT TRUST**

**QUOTATION FOR SUPPLYING OF MATERIALS SUCH AS CEMENT,  
RIVER SAND ON ANNUAL CONTRACT BASIS FOR TONDIARPET  
HOUSING COLONY OF CHENNAI PORT TRUST**

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## CHENNAI PORT TRUST

### **QUOTATION FOR SUPPLYING OF MATERIALS SUCH AS CEMENT, RIVER SAND ON ANNUAL CONTRACT BASIS FOR TONDIARPET HOUSING COLONY OF CHENNAI PORT TRUST**

#### **General Rules and Directions for Guidance**

**1. Deadline for submission of Quotation:**

Quotation must reach the Executive Engineer (MDO), 3<sup>rd</sup> Floor Old Administrative Office Building, Chennai Port Trust, Rajaji Salai, Chennai – 600 001 at **1500 Hrs. on 12.09.2017.**

**2. Quotation Prices**

- 2.1 Unless stated otherwise in the Quotation documents, the contract shall be for the whole works as described in NIQ based on the unit rates and prices quoted by the tenderer in Bill of quantities.
- 2.2 Items against which no rate or price is entered by the tenderer will not be paid for and when executed, such items, shall be deemed to have been covered by the other rates and prices in the Bill of quantities. In case, the tenderer not accepted to carryout the items for which rates not-quoted within the quoted price, the offer submitted by the firm will be treated as rejected and the EMD amount paid by the tenderer will be forfeited.
- 2.3 The amount quoted by the tenderer in the Bill of quantities shall allow for all costs including labour, materials, equipment, transport charges, tests, etc. payable.

**3. Validity of Quotation**

Quotation shall remain valid for a period of **60 days** from the date of opening.

**4. Eligible Tenderers**

The Bids are invited from the **GST registered bidders** who fulfill the eligibility criteria furnished hereunder:

(i) Should have successfully completed “similar works” during the last 7 years. **(As on 31.07.2017)**

a) Three similar completed works each costing not less than **40%** of the present estimated cost i.e. **Rs.39,400/-** (or)

b) Two similar completed works each costing not less than **50%** of the present estimated cost i.e. **Rs.49,300/-** (or)

c) One similar completed work costing not less than **80%** of the present estimated cost i.e. **Rs.78,800/-** and

(ii) Average annual turnover during the last 3 years (**as on 31st March 2016**) should be at least **30%** of the present estimate cost. ie., **Rs.29,600/-**

Documentary proof such as work order and completion certificate for experience and audited balance sheet, profit & loss account statement for annual turnover for meeting all the eligibility criteria shall be enclosed with the tender in original or copies. If the bidder has executed the work for private firms or as a sub contract, the TDS certificate for the particular year along with above mentioned documents shall be submitted. The successful bidder should produce original documents for verification by the Chief Engineer or his representative at the stage of Evaluation or as and when required before finalizing the tender. The bids of those firms who do not meet the eligibility criteria shall be treated as invalid and summarily be rejected:

“Similar Works” means “Any Civil Engineering work”.

## **5. Earnest Money Deposit (EMD)**

5.1 The EMD shall be submitted only in single instrument in the form of Demand Draft/ Bankers Cheque from any Nationalized Bank/ Schedule bank drawn in favour of **‘The Chairman, Chennai Port Trust’** payable at Chennai-600001 shall be accepted

5.2 Deleted

5.3 The Demand Draft/ Bankers Cheque, the same should be enclosed with the Quotation and should not be sent separately.

5.4 Under no circumstances should currency note be enclosed in the cover containing the Quotation as Earnest Money.

5.5 No other form of deposit towards Earnest Money shall be accepted.

- 5.6 Quotation not accompanied by the Earnest Money Deposit in the manner prescribed by the Trust will be summarily rejected.

Bid Security (also known as Earnest Money) is to be obtained from the bidders except Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organisation or the concerned Ministry or Department. The bidders should be asked to furnish bid security along with their bids.

However no exemption from payment of Security Deposit amount will be allowed in respect of Small Scale Units registered with National Small Industries Corporation Ltd.,

**“NOTE:** To claim under **Clause 5.6** above, the tenderers are required to produce an attested copy of the NSIC registration Certificate. The attestation should be from a Gazetted Officer of Central /State Government. The exemption from the payment of EMD will be allowed only if the Quotation item of work / supply is covered in the enlistment statement attached to the NSIC certificate. No claims for exemption without the details stipulated above will be considered.

## **6. Opening of Quotation**

Quotation will be opened at the office of the **Executive Engineer (MDO) 3<sup>rd</sup> Floor of Old Administrative Office Building, Chennai Port Trust, Rajaji Salai, Chennai – 600 001 at 15.30 Hrs. on 12.09.17.**

## **7. Refund of EMD**

- 7.1 Bid securities of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the contract. .

7.2 The EMD of the successful tenderer will be refunded only after the remittance of security deposit in any manner as aforesaid. Alternatively, the successful tenderer shall when his tender is accepted, furnish security as specified in the **clause 8** of **Schedule B - Special conditions** after giving credit to the amount deposited by him as earnest money. The earnest money shall retain its character, as such, till the successful tenderer furnishes the security deposit.

8. **GST**

The applicable GST on the taxable value of goods or services or both covered in this tender/contract will be paid by port as reimbursement on production of documentary evidences/reflection of the same under the GSTIN of ChPT in the GST web portal. Applicable statutory recoveries including TDS under Income Tax, TDS under GST acts will be deducted / recovered while accounting for or making payments to the vendor as per the applicable laws

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**CHENNAI PORT TRUST**  
**QUOTATION FOR SUPPLYING OF MATERIALS SUCH AS CEMENT,**  
**RIVER SAND ON ANNUAL CONTRACT BASIS FOR TONDIARPET**  
**HOUSING COLONY OF CHENNAI PORT TRUST**

**SCHEDULE 'A'**

**Schedule of approximate Quantities**

1	2	3	4	5	6
Sl. No	Probable Quantity	Description of work	Rate in Figures and in Words Rs. Ps.	Unit	Total Amount Rs. Ps.
1	10 MT	Supply of Cement 43 grade (Conforming to IS 8112) or 53 grade (Conforming to IS 12269) ordinary port land cement (50kg bag) With out any damage, including delivery & stacking to the stores/ stock yard at TH colony or as directed at site as per site condition including all material, handling, loading, transporting, unloading, stacking, fuel, labour, tools, equipments, etc., complete <b>Note:</b> Supply of cement in two installments as per site requirements.		1 MT (One Metric Ton)	
2	15 M <sup>3</sup>	Supply of sand including delivering to the stores/stock yard at TH Colony or as directed at site as per site condition including all material, loading, transporting, unloading, fuel, labour, tools, equipments, etc., complete. <b>Note:</b> Payment will be made on stock measurements, 20% deductions will be made for voids		1 M3 (One Cubic Metre)	
		<b>Grand total Rs.</b>			

(Rupees.....  
.....only)



## **General Notes**

1. The contractor is advised to inspect the site before quoting the rates.
2. The rate under the schedule shall be inclusive of all taxes, levies, duties and other charges if applicable.
3. The applicable GST on the taxable value of goods or services or both covered in this Quotation/contract will be paid by port as reimbursement on production of documentary evidences/reflection of the same under the GSTIN of ChPT in the GST web portal. Applicable statutory recoveries including TDS under Income Tax, TDS under GST acts will be deducted / recovered while accounting for or making payments to the vendor as per the applicable laws
4. The Cement (OPC 43 / 53 grade) required for the above items for this work.
5. The contract period is **3 Months. Supply of cement is in two installments as per site requirements.**
6. The work shall be carried out without any hindrance to the normal working conditions of that area.
7. For specification of materials and work, Chennai Port Trust's Engineering manual Vol I & II and its amended version are to be followed.
8. The materials used on the work shall be having approved quality and as directed by the Chief Engineer or his representatives. The contractor shall get the approval of the materials before issue them for works.
9. Any spillages of materials (or) any other unwanted materials on the area etc., shall be cleaned properly without claiming any extra cost.
10. For further details Ex(C) THC may be contacted during office hours  
Tel.No. Ph. No. 25912168

**SIGNATURE OF THE CONTRACTOR**

**CHIEF ENGINEER  
CHINNAI PORT TRUST**

## CHENNAI PORT TRUST

### QUOTATION FOR SUPPLYING OF MATERIALS SUCH AS CEMENT, RIVER SAND ON ANNUAL CONTRACT BASIS FOR TONDIARPET HOUSING COLONY OF CHENNAI PORT TRUST

#### SCHEDULE 'B'

#### SPECIAL CONDITIONS

1. The work shall be completed within **Three (3) Months** from the seventh day of placing the order (or) the actual date of starting the work whichever is earlier.
2. **CEMENT REQUIRED FOR THE WORK TO BE PROCURE BY THE CONTRACTOR AT THEIR OWN COST.**
  - 2.1 The contractor shall procure 43 Grade (conforming to IS 8112) or 53 grade (conforming to IS 12269) Ordinary Portland cement or any other special grade/quality of cement as required for the work, from reputed manufacturers of cement such as Ultra tech, Birla, ACC, India Cements, Madras Cements, Chettinadu Cements, Dalmia Cements, Zuari Cements, Penna Cements or any other equivalent brands as approved by the Engineer.  
In case of non-availability of Ordinary Portland cement, Portland pozzolana cement conforming to IS 1489 shall be used with suitable admixtures to attain the required strength.
3. **SUPPLY OF DRINKING WATER AT THE SITE OF WORK:**  
The Contractor shall make his own arrangements.
4. **SUPPLY OF WATER FOR THE WORK:**  
NA
5. **Electricity Supply for Works:**  
NA
6. **Water and Fuel for plants and Machinery:**  
NA
7. **MISCELLANEOUS CONDITIONS:**
  - (a) The Chief Engineer shall have the right to omit at his discretion one or more items of work when placing the order.
  - (b) The quantities indicated in the schedule are only approximate and can be increased or decreased at the discretion of the Chief

Engineer. However, the consequent variation in the Total Contract Value will be limited to 20%. The rates quoted shall be firm for such variation. In case the variation results in the total contract value exceeding the prescribed percentage revision of rates, if any, shall be applicable only for that portion of the contract carried out in excess of the permissible percentage.

**8. SECURITY DEPOSIT:**

The Contractor shall deposit **5 %** of the contract value as Initial Security Deposit for the due fulfillment of the conditions of the contract, within 7 days of receiving the order failing which the order shall be cancelled and other arrangements made for executing the work. In addition to the Initial Security **5%** shall be recovered from the successive part bill to fulfill the contract. The Security Deposit shall not bear any interest and the Security Deposit shall be forfeited in whole or part at the discretion of the Chief Engineer, if in his opinion the contractor has failed to fulfill any of the conditions of the above contract. **The Security Deposit shall be refunded to the contractor along with the bill after the work is completed satisfactorily and certified by the Chief Engineer to that effect.**

**9.** The Contractor should produce Xerox copy of the photo identity card in the form of ration card or voter's identity card for the Contractor and workers engaged by him to issue Harbour entry pass. The Harbour entry pass can be used along with the Xerox copy of the photo identity issued by Government Authority.

**10.** The Workers should be in position to produce the Harbour entry pass issued by the trust along with the photo identity card for verification purpose during the work at the port. Also the workers shall not indulge in any other undesirable / objectionable activities like pilferage or stealing the materials from the Port, for which act, the contractor only will be held responsible and the work undertaken by the Contractor will be terminated with immediate effect.

**11.** The list of persons engaged by the contractor with detailed addresses should be furnished to the Chief Engineer's representative / Executive Engineer concerned and the same will be forwarded to the police station concerned for verification of character and antecedents.

**12. Compensation for delay:**

If the contractor fails to complete the work in all respects within the time specified or within the extended time that may be allowed by the Engineer, the contractor shall pay or allow to the Board a sum of contract as liquidated and ascertained damages and not by way of penalty, for every day/week or part thereof beyond the said period or

extended period as the case may be during which the work shall remain unfinished. Such damages will be deducted from any Amount payable to or to be payable to the contractor including encashment of Bank Guarantee or any Securities / Guarantees, if any available with the Port Trust. The maximum Amount of Liquidated Damages will be worked out based on the Total Contract value inclusive of all Taxes and Duties thereon.

In case of part / portions of the contract work / Supply order completed and taken possession by the Trust and the Trust operates/ can be made for operation of the part portion/ supply order, the calculation of Liquidated damages will be restricted to the uncompleted/ undelivered value of the work/ supply order subject to the amount of the maximum percentage prescribed for the Liquidated Damages/ Late Delivery charges of the total value of the contract/supply.

The Liquidated Damages/ Late Delivery charges will be worked out as follows;

The Liquidated Damages/ Late Delivery charges whose period of contract / delivery is above four weeks, Liquidated Damages/ Late Delivery charges will be  $\frac{1}{2}\%$  (half percent) per week or part thereof of the total value of the contract subject to a maximum of 5% of the total value of contract.

The payment of such damages does not relieve the contractor of his obligations to complete the works or from any other of his obligations or liabilities under this contract.

**CHIEF ENGINEER  
CHENNAI PORT TRUST**

## **CHENNAI PORT TRUST**

### **QUOTATION FOR SUPPLYING OF MATERIALS SUCH AS CEMENT, RIVER SAND ON ANNUAL CONTRACT BASIS FOR TONDIARPET HOUSING COLONY OF CHENNAI PORT TRUST**

#### **SCHEDULE 'C'**

#### **GENERAL CONDITIONS**

1. No materials will be supplied free by the Trust and it is the responsibility of the contractor to procure and supply all the materials required for the work at their cost.
2. If any materials issued to the contractor by the Trust for the use on the work is lost or damaged, the cost thereof at the ruling market rate or at the Trust's issue rate whichever is higher plus 20% storage charges in either case will be recovered from any money due or that may become due to the contractor.
3. 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.
4. The work shall be done to the satisfaction of the Chief Engineer or his representative.
5. The Chief Engineer may cancel the contract at his option at any time without notice for any reason including poor progress of work. The decision of the Chief Engineer is final and will be binding on the contractor.
6. In case the contractor leaves the work incomplete the Chief Engineer shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by the Trust in so doing from any money due or to become due to the contractor.
7. The Contractor shall conform and comply with the regulations and by – laws of the Chennai Port Trust Board and of all other local authorities such as the Corporation of Chennai. The Chief Electrical Inspector to Government of Tamilnadu, the Tamilnadu Electricity system, the Factories Act, the Government Customs and Police Department, etc. The contractor shall conform to rules, regulations, etc. concerning injury to workman compensation for injury to workmen, Insurance for workman

etc. The Contractor shall also conform to contract labour (Regulations and Abolition) Central Rule 1971 etc.

8. The Contractor shall be responsible for any accident; damage for injury caused to any his employees or property or any person or property in course of the work and shall hold the Port Trust blameless in respect thereof any also in respect of any claim made by any person or any reasons whatsoever.
9. The contractor shall be solely responsible for reporting to the Board and Police Department immediately of any serious or fatal accident inside the Trust's premises to any of his employees/workmen engaged by him or any persons involved in an accident at site of work.
10. The work shall be carried out without causing any inconvenience to the Trust and to other works in progress in the neighbourhood and any losses to the Trust.
11. Only vehicles licensed by the Board will be allowed inside the Port premises. Admission into the Harbour is regulated by issue of passes for the contractor and his staff. Entry passes will be issued free of cost to the contractor. The contractor is solely responsible for all the details incorporated in the passes; the Trust is indemnified against their misuse. The entry passes shall be produced at the time of entry and any other time when demanded by the CISF personnel or department officials. Further, in the event of loss of entry passes or identity card issued to the contractor or their labour, Rs.20/- will be imposed as penalty in each case.  
Engineering Department shall recommend the contractor/ firms to register with the pass section. Applicants should apply in the prescribed format to get a code number for the firm from the Pass section and should produce authorized signature of two persons per firm who will sign the pass application. Any changes in the Authorized signatories, both of the firm's officials should be intimated to pass section immediately.  
Provision for individual and vehicle Harbour Permits are alone available in the Pass Section Module and not for the Materials.  
As per ISPS requirements all the Port users should submit antecedent verification / police verification or Pass port copy of their employees / contract workers, since it is a pre- requisite for issuing all Port Entry passes.
12. Only vehicles licensed by the Board will be allowed to ply inside the harbour. Private carts of any kind are not permitted within the harbour area.

13. The work shall be carried out only during Trust's working days between 7-30 A.M. and 5-00 P.M.
14. 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 weeks in which case payment will be made once only on satisfactory completion of the work.
15. It shall be clearly understood that the rates mentioned in the schedules are inclusive of everything required to be done for the proper completion of the work.
16. Measurements shall be taken jointly by the Engineer-in-charge or his authorised representative on the one hand and by the contractor or their representative on the other. Before taking measurements of any work, the Engineer-in-charge or the person deputed by him for the purpose shall give a reasonable notice to the contractor. If the contractor fails to attend or send an authorised representative for measurement after such a notice or fails to countersign or to record the objection within a week from the date of measurements, then in any such event, measurements taken by the Engineer-in-charge or by the person deputed by him shall be taken to be the correct measurement of the work.  
The contractor shall, without extra charge, provide assistance with every appliance and other things necessary for measurement. Measurements shall be signed and dated by both parties each day on the site on completion of measurement. If the contractor objects to any of the measurements recorded on behalf of the Employer, a note to that effect shall be made in the measurement book against the item objected to and such note shall be signed and dated by both parties engaged in taking the measurements.
17. All payments made by the Trust to the contractor for the work shall be rounded off to the nearest rupee.
18. The work shall be completed within **3(Three) months** from the 7<sup>th</sup> day of placing the order or actual date of starting the work whichever is earlier.
19. If the progress of work is held up owing to circumstances which in the opinion of the Chief Engineer are beyond the control of the Contractor, Such as War, stormy weather and other reasonable causes, the Chief Engineer may at his discretion, grant to the Contractor such extension of time as he considers reasonable for the completion of the work. The grant of such extension of time will not bestow on them any claim for compensation or extra payment at a future date whatsoever.

**CHIEF ENGINEER  
CHENNAI PORT TRUST**

CHENNAI PORT TRUST

**ANNEXURE-I**

As required under the GST Act, Chennai Port Trust has obtained GSTIN Provisional ID No. 33AAALC0025B1Z9, All the venders of CHPT including contractors, suppliers, consultants and other service providers shall furnish the GSTIN ID of CHPT in the invoices/ bills raised on CHPT with effect from 01.07.17. The tenderer shall furnish the following details along with a photocopy of the registered GSTIN No. while submitting the quotation document.

S.No	GSTIN Details	Data to be filled up
1	Name of the Firm	
2	Type of Vender whether registered under GSTIN or not	Supplier of Goods/ Supplier of service/ Both (Tick relevant)
3.	Whether registered under	YES/ NO
4	Name & Address as registered in GSTIN	
5	<b>GSTIN</b> No. [copy should enclose]	
6	State of registration of GSTIN	
7	Status of GSTIN Registered customer whether SEZ/ EOU/DTA/ Govt/ Local Authority	
8	PAN No [ copy should enclose] *	
9	Mobile No/ Fax No.	
10	e-mail id	
11	Contact person	
12.	Contact Landline NO.	

**Seal and Signature**



**Note:**

1. Applicable GST on the taxable value of supply of goods or services or both covered in this tender/contract will be paid by Port as reimbursement as production of documentary evidences/reflection of the same under the GSTIN of ChPT in the GST web portal. Applicable Statutory recoveries including TDS under income tax, TDS under GST acts will be deducted/recovered while accounting for or making payments to the Vendor as per the applicable laws.
2. Please arrange to produce the latest Income Tax Clearance Certificate, GST No and PAN No. and Bank details of your firm