



चेन्ने पोर्ट ट्रस्ट CHENNAI PORT TRUST

MECHANICAL AND ELECTRICAL ENGINEERING DEPARTMENT
No.1, Rajaji Salai, Chennai-600 001.

TENDER NO. MEE / 17/ 2018 /Dy.CME(EC&OS)

e- TENDER

e-TENDER FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF, TRAFFIC AND MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENTS IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM.

ON LINE CLOSING DATE & TIME : 30.07.2018. 14.30 Hrs.

OPENING DATE & TIME : 31.07.2018. 15.00 Hrs.

EMD : Rs.26,000/-

THROUGH e-PROCUREMENT ON WEB SITE

eprocure.gov.in

www.chennaiport.gov.in

THE CHIEF MECHANICAL ENGINEER.
7th floor, Centenary Building, Rajaji Salai,
Rajaji Salai, Chennai – 600 001.

CHENNAI PORT TRUST.
MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT

TENDER NO: MEE / 17 / 2018 / Dy.CME(EC&OS)

**e-TENDER FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL
MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR
THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF
CISF, TRAFFIC AND MECHANICAL & ELECTRICAL ENGINEERING
DEPARTMENTS IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM
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EMD : Rs. 26,000/-

Tender Document can be submitted online only in the designated single cover system on the e-tender website eprocure.gov.in on or before the due date and time. However, one Hard copy of the Tender shall be submitted as specified in the Tender. The time of on line opening of technical bid will be on **31.07.2018 at 15.00 Hrs.**

**CHIEF MECHANICAL ENGINEER
CHENNAI PORT TRUST**

CHENNAI PORT TRUST
MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT
NOTICE INVITING TENDER

TENDER No. MEE / 17 / 2018 / Dy.CME(EC & OS)

Sub: e-TENDER FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF, TRAFFIC AND MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENTS IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM

On line submission closing date: 14.30 Hrs. on 30.07.2018

On line Opening date: 15.00 hrs. on 31.07.2018

For further details please visit: www.eprocure.gov.in
www.chennaiport.gov.in

CHIEF MECHANICAL ENGINEER

NOTICE INVITING ONLINE TENDER

CHENNAI PORT TRUST, CHENNAI - 600001

NIT No: MEE / 17 / 2018 / Dy.CME(EC&OS)

e-TENDER FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF, TRAFFIC AND MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENTS IN CHENNAI PORT TRUST UNDER SINGLE COVER.

On line tenders are invited for the above work as per the details given below through e-procurement mode on website **eprocure.gov.in**

Department Name	Mechanical & Electrical Engineering Department
Circle/ Division	CHIEF MECHANICAL ENGINEER, Dy. Chief Mechanical Engineer (EC&OS) Division, Old Administrative Office Building, IV Floor, Rajaji Salai, Chennai – 600 001.
Tender Notice No.	MEE / 17 / 2018 / Dy.CME(EC&OS)
Name of Work	e-TENDER FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF, TRAFFIC AND MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENTS IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM
Estimated Contract Value (INR)	Rs. 12,96,000/-
Period of contract	45 DAYS FROM HANDING OVER THE SITE.
Bidding Type	Open
Bid Call	Single
Tender Currency Settings	Indian Rupee (INR)
Qualifying Criteria :	PRE-QUALIFICATION CRITERIA / BIDDING CONDITION. I) An average Annual financial Turn Over during the last 3 years, ending 31 st March 2017 i.e. 2014-15, 2015-16, 2016-17 should be at least Rs.3.89 Lakhs each.-(30%). The copies of last three years audited Profit & Loss account and Balance sheet shall be furnished.

II) Experience of having successfully completed similar work as mentioned below during the last 7 years from the date of Tender opening, copy of any one of the following work orders only in the name of the Bidder shall be enclosed. The work order shall indicate complete Break-up details of each items and their values.

- (a) Three similar completed work costing not less than the amount equal to **Rs. 5.18 Lakhs-** each.(40%)
- (b) Two similar completed works costing not less than the amount equal to **Rs.6.48 Lakhs-**each.(50%)
- (c) One similar completed work costing not less than the amount equal to **Rs.10.37 Lakhs -** (80%)

(Similar works means- **AIRTIME SERVICE AND ANNUAL MAINTENANCE TO UHF SETS.)**

PI. Note: (i) The Tenderers shall enclose the copy of the supporting documents, if not original to fulfill the eligibility criteria for pre-qualifications viz., Work Orders Copies for similar works, in the name of the Tenderer indicating breakup details of each items and their values, successful completion certificates from clients indicating the date of completion, value of work done, etc.

(ii) “TDS Certificates with relevant Traces shall also be enclosed if the similar works executed in private organizations”.

(iii) Your offer will be accepted subject to producing all the original documents for verification during acceptance of the offer.

Bid Security/ EMD
(INR) :

Rs. 26,000/-

Demand Draft / Banker's Cheque from any of the Nationalized Banks in favour of “The Chairman, Chennai Port Trust” payable at Chennai.

Tender Sale Start
Date

07 / 07 / 2018 onwards

Pre-Bid Meeting Date
& Time
Last Date & Time for
ON LINE Submission
of bids

NOT APPLICABLE

30 / 07 / 2018 @ 14:30 Hrs.

Tender opening date
and time

31 / 07 / 2018 @ 15:00 Hrs.

Documents required to be submitted by scanning through online	Documents in support of fulfilling qualifying criteria as indicated above.
Bid Validity Period	180 Days
Condition	The bidder shall also send the Hard Copy of EMD in Original to Dy.CME(EC&OS), Chennai Port Trust, Chennai through post or by hand so as to reach to the Dy.CME(EC&OS) Office / Office of the Chief Mechanical Engineer on or before the bid submission date for the purpose of realization. However, either a Soft copy (Scanned Copy) or Hard Copy of EMD shall reach the Office of the Chief Mechanical Engineer before the opening time of the Technical Bid.
Officer- Inviting Bids:	CHIEF MECHANICAL ENGINEER
Bid Opening Authority	CHIEF MECHANICAL ENGINEER
Address:	Chief Mechanical Engineer, VII Floor, Centenary Building, Rajaji Salai, Chennai – 600 001.
Contact Details :	Shri G.MOHANARANGAN, S.E(E)THC/FH Chennai Port Trust, IV Floor, Old Admn. Office Building, Rajaji Salai, Chennai – 600 001. Phone No: 8825700309 e-Mail: g.mohanarangan.chpt@gov.in

NOTE:

In case bidders need any clarifications or training to participate in online Tenders, they can contact Sr.Dy. Director (EDP), 4th Floor, EDP Department, Chennai Port Trust.

Format and Signing of Bid

The Price Bid to be submitted on-line shall be signed digitally by a person or persons duly authorized to sign on behalf the Bidders.

The Bid shall contain no alternations additions, except those to comply with instructions issued by the Employer.

**CHIEF MECHANICAL ENGINEER.
CHENNAI PORT TRUST**

INSTRUCTIONS FOR ONLINE BID SUBMISSION

Bidders to follow the following procedure to submit the bids online through the e-Procurement site [https:// eprocure.gov.in](https://eprocure.gov.in)

1. Bidder should do the registration in the tender site using the 'Click here to Enroll' option
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 tenders and use them during bid submission. This will facilitate the bid submission process by reducing time.
4. Bidder may read the tenders published in the site and download the required documents/tender schedules for the tenders 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 tender schedules carefully and submit the documents as asked, otherwise, the bid will be rejected.
8. If there are any clarifications, this may be obtained using clarifications or during the pre-bid meeting. Bidder should take into account of the corrigendum's published before submitting the bids online.
9. Bidder must in advance prepare the bid documents to be submitted as indicated in the tender schedule and they should be in required format. If there is more than one document, they can be clubbed together.
10. Bidder should prepare the EMD as specified in the tender. The original should be posted/couriered/given in person to the specified location as per Tender Document, latest by the date and time of bid submission.
11. Bidder selects the tender which he is interested using search option & then moves it to the my favorites folder.
12. From the my favorites folder, he selects the tender to view all the details indicated.
13. The Bidder reads the terms & conditions and accepts the same to proceed further to submit the bid.

14. The Bidder has to select the payment option as offline to pay the EMD as applicable.
15. Either soft copy (scanned copy) or Hard copy of EMD shall be confirmed before opening the Tender. However during the evaluation of bid the hard copy of EMD should match with soft copy of the e- portal for further evaluation.
16. 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.
17. 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 tender after the financial bid. The BOQ file, if found modified by the bidder, his bid will be rejected.
18. The tendering system will give a successful bid updation message & then a 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.
19. The bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid.
20. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening date.
21. For any clarifications with the TIA, the bid number can be used as a reference.
22. 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.
23. Each documents to be uploaded online for the tenders should be less than 2 MB. If any document is more than 2 MB, it can be reduced by scanning at low resolution and the same can be uploaded. However of the file size is less than 1 MB the transaction uploading time will be very fast.
24. The time settings fixed in the server side & displayed at the top of the tender 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.
25. All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.

26. The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used Data storage encryption of sensitive fields is done.
27. Any documents that is uploaded to the server is subjected to symmetric encryption using a generated symmetric key. Further this key is subjected to asymmetric encryption using buyers public keys. Overall, the submitted tender documents become readable only after the tender opening by the authorized individual.
28. Tenderer is required to submit their tender through online on or before due date of closing time. The tender received after the due date and time will not be entertained.

Tender Document can be submitted online only in the designated single cover system on the e-tender website e-procure.gov.in on or before the due date and time. However, one Hard copy of the sealed and signed Tender without price bid shall be submitted as specified in the Tender. **ONLINE bidders only considered for evaluation offline bidders will not be considered.**

Tenderer should submit the tender as per specification indicated in Schedule 'A' and accordance with the instructions to Tenderers, General Conditions of Contract and Special Conditions of Contract.

29. **Technical and Commercial bid(Cover-I)**

The Tenderer shall scan and upload the following documents in the e-Portal website:

- Account Payee Demand Draft / Banker's Cheque from any of the Nationalized Banks in favour of "The Chairman, Chennai Port Trust" payable at Chennai / Micro and Small Enterprises (MSMEs) as defined in MSME Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) (or) are registered with the Central Purchase Organization or the Concerned Ministry or Department for EMD.
- As per Pre-Qualification Criteria – Copies of Annual Turnover, Similar Work Orders and its Completion Certificates / Performance Certificates.
- Documents required as per Pre Qualification Criteria as specified in the Tender.

30. **Price Bid (BOQ)**

Price should be quoted in Online "Price Schedule (BOQ). Price should be quoted in a spread sheet file (.xls format) available in e- procurement portal only. Any indication of 'Quoted price' in the online technical bid documents shall be lead to rejection of the bid outright. 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.

31. The hard copy of sealed and signed tender document in every page along with original prescribed form of EMD shall be submitted in the office on the due date of submission.

32. **Other conditions:**

- There are no significant inconsistencies between the proposal and the supporting documents.
- The Port Trust reserves the right to reject any tender 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 Tenders.
- The Port Trust would have the right to seek clarification on Techno- commercial conditions wherever necessary.
- Since the tender involves selection based on pre-qualification criteria and technical specification, the Chief Mechanical Engineer will examine and seek clarification if any and list out the firms, which are found technically suitable and EMD will be returned to the disqualified Tenderers.
- The date and time will be intimated to Tenderers whose offers are found suitable.

33. **AMENDMENT TO TRUST TENDER DOCUMENT :**

The Trust may for any reason and at any time prior to the deadline for submission of tender, whether at its own initiative or in response to clarifications requested by the Tenderer, modify the Trust Tender Document by the issuance of Addendum.

The Tenderers will have to regularly check the Trust's website www.chennaiport.gov.in and CPP Portal www.eprocure.gov.in for any addendum published. The Trust will not be held responsible if the Tenderers have not read the addendum published.

In order to offer reasonable time for the prospective Tenderer to take an Addendum into account, or for any other reason, the Chennai Port Trust may, at its discretion, extend the Tender due date, if considered necessary.

Any Addendum thus issued to all the Tenderers and Tender Committee Meeting shall form part and parcel of the Agreement.

**CHIEF MECHANICAL ENGINEER
CHENNAI PORT TRUST**

INSTRUCTION TO TENDERERS (ITT)

1. Tenders in sealed covers super scribed as **e-TENDER FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF, TRAFFIC AND MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENTS IN CHENNAI PORT TRUST UNDER SINGLE COVER**.as detailed in the Specification under Schedule "A" attached herewith and in accordance with instructions to tenders, conditions of contract, etc. are submitted through Online submission not later than **14.30 Hrs. on 30.07.2018** and one sealed and signed hard copy without Price bid shall be submitted to the office of the Chief Mechanical Engineer, Chennai Port Trust located at the 7th of floor of the Centenary Building on **14.30 Hrs. on 31. 07.2018**. online bid cover opening on **15.00 Hrs. on 31.07.2018**

The Hard copy of the Tender documents along with covering letter may be addressed to "The Chief Mechanical Engineer, Mechanical and Electrical Department, 7th floor of Centenary Building, No.1, Rajaji Salai, Chennai Port Trust, Chennai – 600 001. The Tender Document is also available on the Chennai Port Trust's Website www.chennaiport.gov.in for downloading.

2.0 ELIGIBILITY CRITERIA:

2.1 An average annual financial turn over during the last 3 years, ending 31st March 2017 i.e. 2014-15, 2015-16, 2016-17 should be at least Rs.3.89- each.-(30%). The copies of last three years audited Profit & Loss account and Balance sheet shall be furnished.

2.2. The Tenderer should have experience in Similar Works during last 7 years ending last day of month previous to the one in which tenders invited should be either of the following:-

(a) Three similar completed work costing not less than the amount equal to Rs.5.18 Lakhs each.

(or)

(d) Two similar completed works costing not less than the amount equal to Rs.6.48 Lakhs each.

(or)

(e) One similar completed work costing not less than the amount equal to Rs.10.37 Lakhs

(Similar works means- **AIRTIME SERVICE AND ANNUAL MAINTENANCE TO UHF SETS**)

PI. Note: (i) The Tenderers shall enclose the copy of the supporting documents, if not original to fulfill the eligibility criteria for pre-qualifications viz., Work Orders Copies for similar works, in the name of the Tenderer indicating breakup details of each items and their values, successful completion certificates from clients indicating the date of completion, value of work done, etc.

(ii) “TDS Certificates with relevant Traces shall also be enclosed if the similar works executed in private organizations”.

(iii) Your offer will be accepted subject to producing all the original documents for verification during acceptance of the offer.

3. TEST OF RESPONSIVENESS

Prior to evaluation of Applications, the Authority shall determine whether each Application is responsive to the requirements of the tender. An application shall be considered responsive only if:

- a. it is received by the Application Due date including any extension there of
- b. it is signed, sealed, bound together in the hard copy of the Tender document.
- c. Auditor's report of Annual turn over for last three years in original and notarized copies of profit and loss statements and balance sheet for last three years with endorsed by CA.
- d. Copies of work order for similar works, successful completion certificate with performance and value of work done.
- e. Copy of the valid electrical licence in the name of the bidder
- f. it is accompanied by the Power of Attorney
- g. it contains all the information in formats and documents as requested in all respects
- h. Copies of TDS Certificates if works executed in Private Organizations.
- i. Copy of ESI registration Number
- j. Copy of PF registration Number
- k. Copy of GST registration number

4. TECHNICAL AND COMMERCIAL COVER- I:

The tenderer shall upload in the e-portal website contain the following documents in the form of scanned copy:

- a) The Earnest Money Deposit for this tender is Rs. 26,000 /- (Rupees Twenty six thousand only). The amount may be in the form of Demand Draft on any other commercial Bank payable at Chennai only in the name of 'The Chairman', Chennai Port Trust or valid MSME.
- b) Profit and loss statements and experience in similar works as per Eligibility criteria.
- c) **Tender documents with seal sign in all pages with relevant documents and drawings either in the scanned copy or Hard copy.**

5.1. HARD COPY

The hard copy of sealed and signed tender document in every page with relevant documents and drawings along with original Demand draft of EMD shall be submitted in the office on the due date of submission.

6. POWER OF ATTORNEY

Tenderers are required to submit a Power of Attorney as in Appendix-I. In the case of company, the Power of Attorney shall be supported by the Board Resolution duly attested by the Company Secretary or any Director of the Board of the Directors of the Company, authorizing the signatory of the Tenderer to provide information and to commit to the terms and conditions of the Trust Tender Document.

7. LANGUAGE

The Tender and all related correspondence and documents shall be written in English Language. The technical details, relevant drawings and other information shall be provided in English only. However, supporting documents and printed literature furnished by Tenderer with the Tender may be in any other language provided that they are accompanied by an appropriate translation of pertinent passages in the English language. Supporting materials, which are not translated into English, will not be considered. For the purpose of interpretation and evaluation of the Tender, the English language translation shall prevail.

8. EARNEST MONEY DEPOSIT

The Earnest Money Deposit for this Tender is Rs.26,000 /- (Rupees Twenty six thousand only)

The Demand Draft / Banker's cheque on any other Nationalised bank payable at Chennai only above in favour CHAIRMAN, Chennai Port Trust or to claim exemption under Clause above, the Tenderers are required to produce an attested copy of the MSME registration certificate. The attestation should be from a Gazetted Officer of Central/State Government. The exemption from the payment of E.M.D. will be allowed only if the tender item of work/supply is covered in the enlistment statement attached to the MSME certificate. No claims for exemption without the details stipulated above will be considered.

This shall be kept in main cover along with cover-I (Technical bid and Price bid) and shall not be sent separately. Tenders not submitted with the EMD, the technical bid will not be opened for further and will be summarily rejected. The Earnest Money Deposit shall be refunded to the Tenderers as follows:

- a) Successful Tenderer – after the payment of Security Deposit.
- b) Unsuccessful Tenderers, validity extended Unsuccessful Tenderers – after finalization of the L1 of contract.

- c) Validity not extended Tenderers – within 20 days on submission of claim along with advance stamped receipt.

No interest shall be paid by the Trust on the Earnest Money Deposit from the date of its receipt until it is as refunded as indicated above under any circumstances.

The Tenderer shall furnish the details of Bank Account No., Bank Name and branch, etc., for the refund of EMD through E- payment. In case where the E-payment facilities are not available, the Tenderer shall submit Advance stamped receipt for refund of EMD amount. The advance stamp receipt shall favour in the name of CHAIRMAN, Chennai Port Trust and it shall be enclosed along with the Tender document.

9. VALIDITY

The prices quoted by the Tender must be firm and should hold good at least for **180 days** from the date of opening of the tender. They should be inclusive of GST or any other tax dues etc. The Board does not bind itself to accept claims for extra payments for items not included in the tender.

10. SECURITY DEPOSIT

- (i) The person who's tender is accepted, the firm must within 21 days of receipt of notice of such acceptance or within such extended time as may be allowed, by the Chief Mechanical Engineer at his discretion, deposit as security of 10 % of the Total value of the contract as mentioned below.
- (ii) The Deposit in any manner suggested above shall be to the extent of 10% of the amount of accepted tender towards security for the due fulfilment of the conditions of contract and the Tenderer must execute an agreement in the form hereto annexed. The Demand draft/Bankers' Cheque shall be furnished within 21 days from the date of placement of order, failing which SD have to be remitted along with interest @ 18 % provided maximum period of 15 days from the stipulated period. The Demand draft/Bankers' Cheque shall be in favour of the Chairman, Chennai Port Trust payable at Chennai. No interest will be allowed on each deposits.
- (iii) On receipt of full deposit as arrived at in clause (10) above in any manner aforesaid the Earnest Money submitted with the Tender will be refunded. No interest will be allowed on the earnest money from the date of its receipt until it is refunded. In the case, however for unsuccessful Tenderers, Earnest Money will be refunded, as soon as possible after the finalisation of L1 of the contract. Alternatively the successful Tenderer shall when his tender is accepted, furnish security as specified in Clause (10) above after giving credit to the amount deposited by him as Earnest Money. The Earnest Money shall retain its character as such, till the Security Deposit is furnished by the Tenderer.

11. FOREFEIT OF EMD:

Where a person whose tender has been received on behalf of the Board intimate, the Chief Mechanical Engineer that he is not willing to abide by the terms of the Tender or goes behind the clarifications made before the Chief Mechanical Engineer or to the Tender Committee appointed to scrutinise the Tenders in respect of terms of the tender, or withdraws the tender before receipt of final acceptance or where a person whose tender has been accepted fails (i) to execute an agreement in such form as aforesaid in respect of all works for which the Tender is accepted within one month of such acceptance is made known to him (or) (ii) to furnish the Security Deposit within the prescribed time the Earnest Money deposited by such person shall be forfeited within 15 days and in cases of (ii) above, the contract is liable to be cancelled or the agreement if executed is liable to be treated as null and void.

Further the Tenderer undertakes, if his Tender is accepted to enter into and execute when called upon to do so, an Agreement with such modifications as agreed upon and unless and until the formal agreement is prepared, and executed this Tender together with the written acceptance shall form a binding contract between the Trust and the Contractor.

12. EXECUTION OF CONTRACT AGREEMENT

- i) The contractor shall execute an agreement with the Trust within 21 days from the date of receipt of form of agreement. If the contractor, whose tender has been accepted, fails to execute an agreement within 21 days from the date of receipt of documents for execution of the agreement, the earnest money deposit (EMD) deposited by the Tenderer shall be forfeited and the Tenderer shall not be allowed further to participate for a period of one year in the trust's similar tenders.
- ii) The cost of stamping the contract agreement must be borne by the successful Tenderer.
- iii) The place of stamping and signing of Agreement shall be at Chennai only.
- iv) Further, if the successful contractor undertakes, to enter into and execute, when called upon to do so, an agreement, with such modifications as agreed upon and unless and until the formal agreement is prepared and executed, the successful contractor's offer, trust order and the written acceptance for the receipt of Trust order and the written acceptance for the receipt of Trust order of the successful contractor shall form a binding contract between the trust and the contractor.

The contract Agreement shall include amended final tender document, pre-bid queries, various clarification letter, written approval by the trust authorities, Amended to the contract agreement and any other conditions as agreed upon by the Trust and the contractor

13. FORMAT AND SIGNING

The Tender Documents submitted to the Trust shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Tenderers. The tender document should be submitted duly signed at the bottom of each page.

14. ENTRY PASS AND SITE VISIT

The Chennai Port Trust will grant the Tenderer, permission for a site visit on receipt of a formal written request, 2 days in advance of the proposed date of the visit.

The cost of visiting the site, if any, shall be borne by the Tenderer and any of its personnel and agents will be granted permission by the Port for the purpose of such inspection on the condition that the Tenderer, their personnel and agents will release and indemnify the Port, its Trustees, its employees, officers and agents from and against all liability in respect thereof. The Tenderer will be responsible for personal injury, loss, damage to property and any other loss, damage, costs and expenses incurred as a result of the inspection etc., during site visit.

Only such vehicle as allowed by the Board will be permitted to enter into the Harbour premises. Tenderers should obtain a temporary pass from the Chennai Port Trust pass section after obtaining necessary authorization from the Chief Mechanical Engineer's office, to gain entry into the Trust's premises, if necessary. Port Trust will not deal with agents and all dealings will be directly with the Tenderer or his authorized representative during site visit.

15. DISCLAIMER

Each Tenderer shall conduct his own investigation and analysis, check the accuracy, reliability and completeness of the information provided in this Tender Document at his own cost and expenses.

It would be deemed that prior to submitting the Tender, the Tenderer has (a) made a complete and careful examination of requirements and other information set forth in this Tender, (b) received all such relevant information as it has requested from the Port Trust, and (c) made a complete and careful examination of the various aspects of the Project including, but not limited to, (i) the site, (ii) existing facilities and structures, (iii) the conditions of the access roads, waterfront and utilities in the vicinity of the site (iv) applicable laws and applicable permits and (vi) all other matters, including Guidelines, Major Port Trust's Act 1963, as amended from time to time, bye-laws, rules and regulations made there under, any administrative or other directions and guidelines given under the said Act as amended from time to time, a statement of conditions prescribed under the said Act as amended from time to time, and all other statutory enactments in relation to the Project or Project Services that might affect the Tenderer's performance under the terms of this Tender Document.

The Port Trust shall not be liable for any omission, mistake or error or neglect by the Tenderer in respect of the above.

16. FORMAT OF TENDER DOCUMENT

The Tenderer shall furnish one set of tender documents with all details and drawings. The hard copy of the tender shall be superscribed appropriately.

17. RIGHT TO ACCEPT / REJECT TENDERS

(a) Notwithstanding anything contained in this Trust Tender Document, the Chennai Port Trust reserves the right to accept or reject any or all Tender(s) and part thereof at any time without assigning any reasons and without any liability or any obligation for such acceptance / rejection.

(b) Telegraphic / fax / telex offers will be treated as defective, invalid and rejected. Only detailed completed offers received as specified above, prior to the closing time and date of the tender will be considered as valid offer.

18. MATERIAL MISREPRESENTATION

The Trust reserves the right to accept or reject any or all of the tenders and to annul the tender process, at any time prior to the award of contract, without any liability for such action.

19. ASSISTANCE IN OBTAINING APPROVALS

The Trust agrees to, at the request of the Tenderer, but without guarantees and / or without assuming any responsibility in that behalf, issue recommendatory letters and make best efforts to assist the Tenderers in obtaining all the applicable permits at the Tenderer's cost including renewals thereof, provided that nothing contained in this Clause shall relieve the Tenderer of its obligations under the Agreement to obtain the Applicable Permits and to keep them in force and effect through out the Contract Period. In cases found appropriate the Trust may, at the request of the Tenderer and at the sole discretion of the Trust issue recommendatory or supporting letters to any Government Authority recommending the proposals of Tenderer.

20. The Chennai Port Trust Board do not bind themselves to accept the lowest or any tender or part thereof and reserve the right to accept or not accept any or all of the tenders either in whole or in part, without assigning any reason.

21. The Trust will not issue any 'C & D' Form. Hence, the Tenderers are advised to quote specifically & clearly the percentage of sales taxes, if any, in the price bid cover.

22. The Trust reserves the right to seek any Technical and commercial clarifications.

23 EVALUATION PROCESS

The Financial evaluation of the Tender will be based on the Base price of Supply of Goods or services or both excluding the applicable GST.

24. For all Supply of Services including Works Contracts as per GST Act

24.1. Taxes:

- i) Tenderers will examine the various provisions of the Central Goods & Services Tax Act-2017 (CGST)/ Integrated Goods & Services Tax (IGST)/ Union Territory Goods & Services Tax (UGST) respective State's State Goods & Services Tax Act (SGST) also, as notified by Central/State Government and as amended from time to time and applicable taxes before bidding. Tenderers will ensure that full benefit of Input Tax Credit (ITC) likely to be availed by them is duly considered while quoting rates.
- ii) The rate quoted by the Contractor/Supplier shall be inclusive of all Taxes and Duties other than GST. Applicable GST will be paid by ChPT based on the Tax Invoice.
- iii) The Financial evaluation will be based on the total base price quoted by the Contractor / Supplier excluding GST.
- iv) The firm shall furnish the Tax invoices as per GST Act/Rules in the name of the Chennai Port Trust by mentioning the GSTIN of ChPT and indicating amounts of GST Separately. The GSTIN of ChPT is **33AAALC0025B1Z9**.
- v) The contractor /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 eligible Input Tax Credit (ITC).
- vi) The contractor/ firm shall indemnify Chennai Port Trust from any loss of eligible ITC of GST paid by it to the Contractors/Suppliers based on their tax invoice, due to non-payment of GST or non-filing of GST returns by the contractor/firm or non compliance of GST Act/provisions. The contractor/firm shall remit such GST amount with applicable interest and penalties to the ChPT within 7 days from the date of intimation by the ChPT about non-availing of eligible ITC. ChPT also reserves its right to deduct such GST amount with interest and penalties from the subsequent bills, Security Deposit or any amount due to the contractor by ChPT".
- vii) Applicable statutory recoveries including TDS under Income Tax, TDS under GST provisions etc., will be deducted/recovered while accounting for or making payment to the Contractor/Supplier as per the applicable law.

25.0 GUARANTEE PERIOD

The Supply of Materials and works to be executed shall be guaranteed for 12 months from the date of acceptance of the completed works.

26.0 PENALTY

If the Tenderer fails to achieve the Performance during guarantee period a penalty of 0.5% of the total Contract price cost shall be levied for **every week** or part thereof shortfall in the guaranteed availability subject to a maximum of

10% on the Contract price cost will be levied and recovered as penalty charges from the Security Deposit amount.

27.0 EXECUTION OF CONTRACT AGREEMENT

- The contractor shall execute an agreement with the Trust **within 21 days** from the date of receipt of form of agreement. If the contractor, whose tender has been accepted, fails to execute an agreement within 21 days from the date of receipt of documents for execution of the agreement, the earnest money deposit (EMD) deposited by the Tenderer shall be forfeited and the Tenderer shall not be allowed further to participate for a period of one year in the trust's similar tenders.
- The cost of stamping the contract agreement must be borne by the successful Tenderer.
- The place of stamping & signing of Agreement shall be at Chennai only.
- Further, if the successful contractor undertakes, to enter into and execute, when called upon to do so, an agreement, with such modifications as agreed upon and unless and until the formal agreement is prepared and executed, the successful contractor's offer, Trust order and the written acceptance for the receipt of Trust order and the written acceptance for the receipt of Trust order of the successful contractor shall form a binding contract between the trust and the contractor. The contract Agreement shall include amended final tender document, pre-bid queries, various clarification letter, written approval by the trust authorities. Amended to the contract agreement and any other conditions as agreed upon by the Trust and the contractor.

28.0 BANK DETAILS OF CHENNAI PORT TRUST.

For the online payment of Earnest Money Deposit & Security Deposit, the Bank Details of the Chennai Port Trust are furnished below.:

Name of the Beneficiary	:	THE CHAIRMAN, CHENNAI PORT TRUST.
Name of the Bank	:	STATE BANK OF INDIA
Name of the Branch	:	SME RAJAJI SALAI
Account No. (Current A/C)	:	10885904378
IFS Code	:	SBIN 0018529
MICR Code	:	600 002 288
Address of the Bank	:	Anchor Gate Building, Ground Floor, Rajaji Salai, Chennai – 600 001. Phone No. 044 25220610.

**CHIEF MECHANICAL ENGINEER
CHENNAI PORT TRUST**

e-TENDER FOR e-TENDER FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF DEPARTMENT, TRAFFIC DEPARTMENT, MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM

TECHNICAL SPECIFICATION

SCHEDULE – ‘A’

1.0 GENERAL

The Chennai Port Trust has proposed to invite e-Tender FOR PROVISION OF SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF DEPARTMENT, TRAFFIC DEPARTMENT, MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM **from valid PMRTS service providers, Chennai Region** for the 6 different user groups as per the detailed Technical Specification.

The total coverage area of the port is around 10 Kms. x 5 Kms.

2.0 ELIGIBILITY CRITERIA:

ALL THE DOCUMENTS FURNISHED BY THE TENDERER TO MEET THE FOLLOWING ELIGIBILITY CRITERIA SHALL BE NOTARIZED.

Note:

To pre qualify all the Bidders should satisfy the eligibility Criteria mentioned below.

The bidder alone is responsible for fulfilling the eligibility criteria. Documents in the name of the Bidder will alone taken for evaluation.

All the work orders shall be in the name of the bidder and should also enclose the respective work Completion Certificate.

Tenders not submitted through e-Tender mode will not be considered for evaluation. All the Bidders should scan and upload the following documents in the e-procurement portal for e tendering and shall also send a copy of the following documents for manual evaluation along with the original Demand Drafts.

- I) Average Annual Turn Over during the last three years ending 31st March, 2017 shall be not less than **3.89 Lakhs** and for proof a Notarized copy of the (a) Audited Balance Sheet and (b) **Profit & Loss Statement** of the Tenderer for the years **2014-15, 2015-16 and 2016-17** shall be enclosed along with the Tender.
- II) Experience of having successfully completed similar work as mentioned below during the last 7 years from the date of Tender opening, a Notarized copy of any one of the following work orders **only in the name of the Bidder shall be enclosed**. The work order shall indicate complete Break-up details of each items and their values.

The work orders not indicating Break-up details and their respective values will not be considered for determining the Tenderer's Eligibility.

- a) Three similar completed works costing not less than the amount equal to Rs. **5.18 lakhs** each

(or)

- b) Two similar completed works costing not less than the amount equal to Rs. **6.48 lakhs** each

(or)

- (c) One similar completed work costing not less than the amount equal to Rs. **10.37 lakhs**

Similar work means AIRTIME SERVICE CHARGES AND ANNUAL MAINTENANCE TO UHF SETS

Note: Order values of other items mentioned in the enclosed work orders will not be considered.

- (III) The Tenderer shall enclose a copy of the **Completion Certificate of the work for the respective 'Work Order'** towards meeting the

Eligibility Criteria mentioned vide Item II of Eligibility Criteria shall be enclosed.

(IV) The Bidder should be LISTED as WPC Licensed PMRTS service provider for the TAMILNADU AREA providing Airtime services to Analog UHF sets. A copy the document indicating the same shall be provided.

3.0 SCOPE OF WORK:

(a) Works included:

- (i) Airtime service charges for 111 Nos Radio Trunking sets from 01.09.2018 to 31.08.2019
- (ii) Annual maintenance for Walkie talkies, Base stations, for the period of one year from 01.09.2018 to 31.08.2019

(b) Work not included:

The required wireless sets 111 Nos for the communication will be provided by the Trust.

4.0 TECHNICAL SPECIFICATION:

- (i) The Tenderer shall monitor the satisfactory functioning of all the walkie talkies , Base Stations, Antennas and cables inside the port premises.
- (ii) It shall be the responsibility of the Tenderer to see that all six different user groups can be communicated among themselves with the frequencies obtained from the WPC, New Delhi.
- (iii) As the AMC is comprehensive in nature, it shall be the responsibility of the Tenderer to replace **all the required spares** and keep all the sets in proper working condition EXCEPT FOR BATTERIS AND ANTENNAS.

4.1. Air Time Service:

- i) Frequency of operation : UHF Band (800 MHz)
- ii) Nature of Service : PMRTS Service
- iii) No. of Channels : 6 channels
- iv) No. of sets to be operated : 111 Nos.

- v) Area of coverage : From Napier Bridge to Tondiarpet Housing Colony

Note:

The Bidder should have a valid PMRTS authorized license issued by Ministry of Communication and Information Technology for Tamilnadu area, Government of India for providing Airtime to analog UHF Trunking sets.

4.2 Annual Maintenance Contract

- i) The Scope of work includes Annual Maintenance Contract besides providing Airtime Services for the 111 Nos. Wireless sets comprising of **Walkie-Talkies and Base Stations**.
- ii) The breakdown shall be attended immediately on receipt of Trust calls.
- iii) The Contractor shall comply with all the Trust General Terms & Conditions which is enclosed herewith.

5.0 OTHER TERMS & CONDITIONS

- a) The Offere shall inspect all the wireless stations and the port premises before quoting.
- b) Prices shall be furnished in the enclosed Trust format-Schedule“A1”
- c) Contractor shall enclose a copy of the GST along with their offer
- d) The contractor shall accept and indicate their acceptance of all the enclosed Trust terms & conditions including ESI ACT.
- e) If any clarification about the work, Contractor may contact “Executive Engineer (E&C), IV floor of Old Administrative Building, Telephone No: 25312708, Chennai Port Trust.

**CHIEF MECHANICAL ENGINEER
CHENNAI PORT TRUST**

e-TENDER OFFER FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF, TRAFFIC DEPARTMENT, AND MECHANICAL & ELECTRICAL DEPARTMENT IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM.

SCHEDULE OF QUANTITIES AND PRICES

SCHEDULE – ‘A1’

Sl. No.	Description of Work	Qty.	Unit	Rate/Unit (per set per year) Rs.	Total Rs.
1.	Charges for Airtime (unlimited usage) for Radio Trunking sets operating on UHF Band as detailed in schedule ‘A’	111	Sets		
2.	Charges for Annual Maintenance Service Contract for Radio Trunking sets operating on UHF Band as detailed in schedule ‘A’	111	sets		
Total amount excluding GST					

- Note:** i) The rate quoted by the firm shall be inclusive of all taxes and duties excluding GST.
ii) The firm shall furnish the Tax invoice for GST separately as per GST Act / Rules.

Firm’s Sign and seal

Date:

SPECIAL CONDITIONS OF CONTRACT (SCC)

1. The Tenderer shall examine carefully the General Rules and Directions, General and Special Conditions of Contract, Technical Specifications and Shall inspect the site to acquaint himself with the nature of work local working conditions etc., for the purpose of making his offer on his own responsibility.
2. It shall be open to the Chief Mechanical Engineer to nominate one or more of his representatives to supervise the work and to satisfy about the quality of materials and workmanship as required by the relevant regulation and as mentioned in technical specifications. The decision of the Chief Mechanical Engineer shall be final as regards the quality of materials and workmanship shall be binding on the contractor.
3. The prices shall be firm and not subject to fluctuation at any stage till the completion of the contract. The prices quoted in online only will be considered.
4. The Tenderer shall give clear indication in his tender of the items he does not propose to include in the tender. Where such clear mention is not given it will be construed that the tender covers all parts required for completion of work.
5. The tender shall be accompanied by sufficient details of materials included in the offer with catalogue and sketches wherever necessary for comprehensive assessment of its merits and performance.
6. It will be entirely the Tenderer's responsibility to take required steps to adequately safeguard the personnel carrying out the work and to ensure that the work is carried out in such a manner that maximum safety to the personnel is assured.
7. All materials and components included in the contract shall conform to the relevant Indian Standard Specification wherever they exist.
8. The decision of the Chief Mechanical Engineer or his representative regarding the quality of any materials used on the work will be final and binding on the Tenderer. The Tenderer shall remove from the site of work any material rejected as unfit for use on the work at his own cost as soon as he is ordered to do so, failing which the Chief Mechanical Engineer or his representative shall remove such material from the site of work and shall deduct the cost incurred by such removal by the Board from any money due to the Tenderer.
9. The Tenderer shall coordinate his work with that of other Tenderers executing other works in the site and plan his work as to minimize inconvenience to others in the work site.
10. The watch and ward and storage of materials will be Tenderer's responsibility and the Board shall not be held responsible for any loss of the material.

11. The Tenderer shall be deemed to have satisfied himself before submitting the tender as to the correctness and sufficiency of his tender for the work and of his price stated in the schedule as to cover his entire obligation under the contract for completion of the work.
12. For Harbour entry pass and direction to site of work for inspection for the purpose of making the offer, the Tenderer shall contact the "Dy.CME(EC&OS) IV floor of the Old Administrative Office Building, Chennai Port Trust. Telephone Nos. 25312709

**CHIEF MECHANICAL ENGINEER
CHENNAI PORT TRUST**

GENERAL CONDITIONS OF CONTRACT (GCC)

1. DEFINITIONS AND INTERPRETATIONS

In the contract (as hereinafter defined) the following words and expressions shall have the meanings hereby assigned to them except where the context otherwise requires:

- (a) "BOARD" means the Board of Trustees of the Port of Chennai as constituted under the Major Port Trusts' Act, 1963 as amended from time to time.
- (b) "CHIEF MECHANICAL ENGINEER" means the Chief Mechanical Engineer of the Chennai Port Trust.
- (c) "CHIEF MECHANICAL ENGINEER'S REPRESENTATIVE" means any Resident Engineer or Assistant of the Chief Mechanical Engineer or any clerk of works detailed from time to time by the Chief Mechanical Engineer to perform the duties as may be specified in the contract.
- (d) "CONSTRUCTIONAL PLANT" means all appliances or things or whatsoever nature required in or about the execution, completion or maintenance of the `Works' or `Temporary Works' (as hereinafter defined) but does not include materials or other things intended to form or forming part of the permanent work.
- (e) "CONTRACT" means the General Conditions, Specifications, Drawings, Priced Bill or Quantities. Schedule of Rates, Prices (if any) tender and contract agreement.
- (f) "TENDERER " means the person or persons, firm or company whose tender has been accepted by the Board and Tenderer's permitted assigns.
- (g) "CONTRACT PRICE" means the sum named in the tender subject to such conditions thereto or deductions there from as may be made under provisions hereinafter contained.
- (h) "DRAWINGS" means the drawings referred to in the contract agreement and any modifications of such drawings approved in writing by the Chief Mechanical Engineer and such other drawings as may from time to time be furnished or approved in writing by the Chief Mechanical Engineer.
- (i) "SITE" means the lands and other places on/under/in/of, through which the 'work ' are to be executed or carried out and any other lands or places provided by the Board for the purposes of the contract.

- (j) "TEMPORARY WORKS" means temporary works of every kind required in the execution, completion or maintenance of the works and which do not form an item of the `work' or `works'.
- (k) "WORKS" means the works to be executed in accordance with the contract under the relevant schedules.
- (l) "TRUST'S STORES" means the storage yards for materials of the Trust anywhere in the Harbour premises.

2. The bidders shall disclose any payments made or proposed to be made to any intermediaries (agencies) in connection with the bid.

3. **EXTENT OF CONTRACT**

The contract comprises, the construction, completion and maintenance of the 'works' and the provision of all labour, materials constructional plant, temporary works and every thing whether of a temporary or permanent nature required in and for such construction, completion and maintenance so far as the necessity for providing the same is specified in or reasonably to be inferred from the contract.

4.0 **COMPLETION PERIOD**

Entire work shall be completed within 45 days from the date of handing over the site.

5.0. **GUARANTEE PERIOD**

(a) The Contractor shall ensure no damage to the Trust Properties during contract period. If any, the same shall be rectified and / or replaced at free of cost by the Tenderer.

(b) If during this **twelve months** guarantee period any defects are noticed, which in the opinion of the Chief Mechanical Engineer are due to bad materials used and / or defective workmanship the Tenderer shall be required to carryout at the Tenderer's cost, such repairs, as the Chief Mechanical Engineer considers necessary or in the event of the Tenderer failing to do this within a noticed time the Chief Mechanical Engineer may arrange for such repairs to be carried out and deduct the cost of such rectification of the defects from the amount retained, without prejudice to the recovery of any amount that may have been spent in excess of the deposit. For purposes, the period of 12 months shall count from the date of handing over of the completed part or whole of works by the Tenderer to the Chief Mechanical Engineer.

6.0 LIQUIDATED DAMAGES / LATE DELIVERY CHARGES:

The Liquidated Damages/Late Delivery Charges shall be deducted from any amount payable to or to be payable to the contractor/supplier including encashment of Performance Guarantee or any securities/guarantees, if any available with the Port Trust.

The Late Delivery Charges shall be ½% of the cost of Supply of Materials / Equipment/Works per week or part thereof (a week is defined as 7 days inclusive of holidays) subject to a maximum of 10% of the total value of the Contract.

If the Contract/Supply order is delayed after giving due notice, the Contract/Supply order may be cancelled by the competent authority with the condition that any additional expenditure incurred by the Port Trust in completing the work/supply order will be recovered from the contractor/supplier of the cancelled contract/supply order for non-performance/delay in the execution of the contract/supply.

7.0 PAYMENT TERMS:

(a) FOR AIRTIME SERVICE CONTRACT (Item No.1)

Trust will pay in advance, the entire amount for the provision of Airtime charges as per Schedule A1 to the contractor payable to the WPC Wing, Ministry of communication along with applicable GST. The payment will be made within 30 days from the date of production of bill in the Trust format.

(b) ANNUAL MAINTENCE CONTRACT (Item no.2)

Quarterly advance payment will be made as per Schedule A1 on pro-rata basis on production of pre-receipted bill in the Trust's format. The payment will be made 30 days from the date of production of bill in the Trust format and tax will be paid only on production of documentary evidence.

The Contractor should quote Bank Account details for the payment through ECS along with PAN and MICR No. A copy of the front page of PAN card and an Indemnity Bond in the prescribed format towards refund of GST also be produced along with the Bill.

Income tax @ 2% with applicable taxes will be leived U/s 194c of Income Tax Act 1961.

8. CONTRACTOR'S SUPERINTENDENCE

- (a) The Chief Mechanical Engineer reserves to himself the right to cancel the contract for unsatisfactory progress in the work at any stage.
- (b) The Tenderer shall give or provide all necessary superintendence to the complete satisfaction of the Chief Mechanical Engineer during the execution of the works and as long thereafter as the Chief Mechanical Engineer may consider necessary. The

Tenderer or a competent and authorized agent or representative approved in writing by the Chief Mechanical Engineer which approval may at any time be withdrawn is to be constantly on the work and shall give his whole time to the superintendence of the same. Such authorized agent or representative shall receive on behalf of the Tenderer directions and instructions from the Chief Mechanical Engineer the Chief Mechanical Engineer's representative.

9 WORK TO BE TO THE SATISFACTION OF THE CHIEF MECHANICAL ENGINEER:

The Tenderer shall execute, complete and maintain the works strictly in accordance with the contract to the satisfaction of the Chief Mechanical Engineer and shall comply with and adhere strictly to the Chief Mechanical Engineer's instructions and directions on any matter (whether mentioned in the contract or not). The Tenderer shall take instructions and directions only from the Chief Mechanical Engineer or his representatives`

10. ASSIGNMENT AND SUBLETTING

The Tenderer shall not assign the contract or any part thereof or any benefit or interest therein or there under without the written consent of the Board. The Tenderer shall not sublet the whole of the works. The Tenderer shall not sublet any part of the works without the written consent of the Board and such consent if given shall not relieve the Tenderer of any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any Sub Tenderer and his agents, servants or workmen as if they were the acts, defaults, or neglects of the Tenderer, his agents, servants or workmen provided always that the provision of labour on a piece work basis shall not be deemed to be a subletting of assignment of benefit or interest under this clause.

11. The Tenderer shall be solely responsible for any accident, damage or injury caused to any of his employees or the Board's employees in the execution of the works and shall hold the Board blameless in respect thereof and also in respect of any claims made by any person in the employment of the Tenderer for any reason whatsoever.

12. (a) The Tenderer shall be responsible for all structural or decorative damage to Board's or his own property and injury caused by the works or workmen in his employment to persons, animals or things and shall indemnify the Board against any claims or actions arising there from. He shall also be responsible for any injuries or damage caused to the works by inclemency of weather outbreak of fire and shall rectify at his own cost all such damage and thoroughly complete the works.

(b) The Tenderer shall be solely responsible for reporting the Board and Police Department immediately any serious or fatal accidents at any place belonging to the Board including premises leased to the Board to any of his employees/ workmen engaged by him.

13. Only vehicles licensed by the Board will be allowed inside the Harbour premises

14. The Tenderer shall not house any of his workmen at or near the site. He shall not construct any structure even of a temporary nature for any other purpose on Board's premises except with the written permission of the Chief Mechanical Engineer and any such construction so put up shall be removed by the Tenderer whenever the Chief Mechanical Engineer calls upon the Tenderer to remove.
15. The Tenderer shall not operate the workshop at the site for the purpose of this contract beyond what is absolutely necessary for the execution of this contract, the necessity for and extent of which the Chief Mechanical Engineer's decision shall be final. Such necessary structures shall be noninflammable materials as approved by the Chief Mechanical Engineer. Only vehicles licensed by the Board will be allowed inside the Harbour premises.
16. Measurements taken by the person authorized by the Chief Mechanical Engineer to take them will be binding on the Tenderer who will always be given the opportunity of witnessing the measurements. The contractor should submit a bill in the Trust's prescribed billing format.
17. In the event of the death, insanity or insolvency of the Tenderer or in the case of the Tenderer being a partnership on a dissolution of the firm of Tenderer or in the case of the Tenderer being a company governed by Companies' Act 1956, the winding up of the company the contract shall be terminated on the happening of the event above said and all accepted and acceptable work shall be measured up and paid for, to the person or persons legally entitled to receive payment for work done and on his or their executing a bond indemnifying the Board against all claims that may be made in respect of payments made by the Board by persons claiming from the Tenderer or others, in respect of work done by the Tenderer prior to the termination of the contract.
18. In the event of the contract being terminated at any stage due to unsatisfactory progress of work as per Tender Specification, the Chief Mechanical Engineer shall have the right to execute the portions of works left incomplete using the Board's labour or any other agency and the Tenderer shall be liable to make good any loss incurred by the Board on this account. Such amounts shall be recovered from any moneys due to or to become due to the Tenderer.
19.
 - (i) If the Tenderer claims that the decisions or the instructions of the Chief Mechanical Engineer are unjustified and that accordingly he is entitled to extra payments on account thereof, he shall forthwith notify this to the Chief Mechanical Engineer to record his decisions and the reasons therefore in writing and shall within two weeks state his claims in writing to the Chief Mechanical Engineer thereafter. The Chief Mechanical Engineer shall thereafter within four weeks of the receipt of the claim reply negotiations or discussions immediately thereafter within a further four weeks, the question of liability for such payments will be treated as one of disputes.
 - (ii) In the Contract whenever there is a discretion or exercise or will by the Chief Mechanical Engineer during the progress of work, the mode or manner of the exercise or discretion shall not be a matter of legal adjudication.

- (iii) Wherever the Board is given discretion to do any act under the contract, the exercise of the discretion by the Board shall be final, conclusive and binding on all parties and the manner of exercise of such discretion shall not be called in question and the matter cannot be referred to court of law.
- iv) The decision of the Chief Mechanical Engineer shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the specifications, designs, drawings and instructions and as to the quality of workmanship or material used on the work or any matter arising out of or relating to the specifications, designs and drawings and instructions concerning the works or the execution of or failure to execute the same arising during the course of works. The above shall not be the subject of Legal adjudication and in no case shall the work be stopped consequent on such a dispute arising and the work shall also be carried out by the Tenderer strictly in accordance with the instructions of the Chief Mechanical Engineer.
- (v) Any litigation arising out of this agreement, shall only be adjudicated before the competent court of law within the jurisdiction of the Hon'ble High Court of Madras.

20 REMOVAL OF WORKMEN

The Tenderer shall employ in and about the execution of the works only such persons as are careful, skilled and experienced, in their several trades and callings to the approval of the Chief Mechanical Engineer. The Chief Mechanical Engineer shall be at liberty to object to and require the Tenderer to remove from the works any persons employed by the Tenderer in or about the execution of the works who in the opinion of the Chief Mechanical Engineer, misconducts himself or incompetent or negligent in the proper performance of his duties and such persons shall not be again employed upon the works without the written permission of the Chief Mechanical Engineer.

- 21. (i) The Tenderer shall confirm to and comply with the regulations and byelaws of the State or Central Government or of the Board and of all other local authorities such as Corporation of Madras, the Tamil Nadu Electricity System, the Chief Electrical Inspector to the Government of Tamil Nadu, the Government Customs and Police Departments, Fire Services, the provisions contained in the various Labour Acts enacted by the State Legislature and Central Parliament in force and the rules made there under including those under Minimum Wages Act, Factories Act, the Indian Electricity Act and rules framed under it, Workmen Compensation Act, Provident Fund Regulations Act, Employees Provident Fund Act, 1961 and scheme made under the said Act, Health and Sanitary arrangements for workers etc. and Contract Labour (Regulation and Abolition) Act, 1970 and the Contract (Regulation and Abolition) Central Rules, 1971 etc. for welfare and protection of works, workers or for the safety of the public and other insurance provisions.

- (ii) The Board shall not be liable for the failure of the contractor in conforming to the provision of the Acts, Rules and regulations etc., referred to in the above para and in case of any contravention of the provisions of the Acts, Rules regulations etc. the contractor shall keep the Board indemnified against any loss, cost and damage in the event of any action being taken for contravention.
- (iii) If any enhancement in the rates of wages becomes payable as a result of the implementation of the Chief Labour Commissioner's interpretation of the Contract Labour (Regulation and Abolition) Central Rules, 1971 upto and including an increase of 10% of the wages shall be borne by the Tenderer and enhancement in excess of 10% would be borne by the Port Trust.

22.1. ESI CLAUSE:

The details of employees proposed to be engaged shall be furnished to this office before the commencement of the work.

(a) As per the Govt. Notification dated 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/casual employees drawing wages upto Rs.15,000/- per month employed either directly by Port Trust or through contractor 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 employees' share of 1.75% which is payable on or before 21st of the following month, to which the salary relates.

(b) In case of Contractor 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 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 acknowledgment of ESI contribution will not be entertained. In case the contractor has not paid the ESI contribution same will be recovered in the running bill and paid to the ESI Corporation in contractor'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 contractor 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% shall be paid by the Contractor in the Chennai Port Trust Code on or before 21st of the following month to which the salary relates or otherwise

payment to the contractor will be withheld. If the contractor 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 contractor. The delay in payment of contribution payable under the Act may be recovered as an arrear of Land Revenue.

(b) As per the above government Notification i) All intending Tenderer at the time of Tender 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 Tenderer does not possess ESI Registration at the time of participation in the Tender, 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 Tenderer 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 Tenderer should periodically submit to Chennai Port the Form 6 prescribed under ESI Regulations along with the proof for having remitted his dues under ESI Regulations in respect of the workers / labours employed for the work awarded by Chennai Port to facilitate making payment for the bills of the Contractor.

v) In case, the Tenderer 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.20.00 to that effect.

vi) 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/-.

23. Employees Provident Fund and Miscellaneous Provision Act 1952:

The Act provides for monthly contributions by the employer plus workers @ 10% or 8.33%. The benefits payable under Act are:

- i) Pension or family pension on retirement or death, as the case may be.
- ii) Deposit linked insurance on the death in harness of the worker.
- iii) Payment of P.F. accumulation on retirement / death etc.

24. Variation

Variation means variation in quantities of items ie. Where there is increase of quantities of items of work in the agreement. On other words, the nomenclature of work remains the same, but the quantity of variation is maximum 30 % against the

Tender cost shown in the agreement. The said variation shall be executed after approval of the competent authority.

25. Protective Personal Gear Such As Helmet, Face shield, Footwear, Gloves, Etc.,

The contractor/contractors shall, at his/their own expense, provide footwear and gloves for all labour employed on concrete mixing work, gas cutting, welding etc, and all other types of work involving the use of tar and cement, glass shields for welders and diving equipment for divers, etc. to the satisfaction of the Employer or his representative and on his/their failure to do so, the Employer shall be entitled to provide the same and recover the cost thereof from the contractor/contractors.

26. Employment of Labour

The contractor/contractors shall employ such sufficient number of trustworthy, skilful and experienced assistants or Supervisors, Foremen, Maistries and Watchmen as may be approved by the Engineer and shall at all times employ a competent, qualified and experienced Engineer and careful and skilled workmen in or about execution of the said work to the satisfaction of the Engineer or any Engineer, Supervisor, Maistry, Watchmen to whom the Engineer and/or his representative shall object to on the ground of bad behaviour incompetence or negligence shall be removed by the contractor/contractors from the work within 24 hours after receipt of written order signed by the Engineer and/or his representative shall be again allowed on the work except with the written permission of the Engineer and/ or his representative. The contractor/ contractors shall arrange to meet the Engineer or his Assistants on the works whenever required.

21. Transportation

The firm shall bear all the cost involving the transportation of all the materials and spares to the site.

23. Dock Safety

For the work carried out within dock area in the vicinity of any wharf or quay, the contractors shall abide by all the provisions of the Dock Workers (Safety, Health & Welfare) Regulation 1990.

24. Insurance

The Tenderer advised to take necessary insurance at his cost for his employees and machineries for the entire period of contract & same shall be submitted to the trust.

25. Foreclosure of Contract:

- 1) Notwithstanding anything in the contract agreement the contractor agrees that the Trust (on its own or acting on behalf of the Government of India) or the Government of India shall be entitles to foreclose the contract on occurrence of the following events:
 - i. In the event of breach of contract by the Contractor

- ii. An emergency or for national security and /or national interest and /or public reasons.
- 2). Upon the occurrence of the events specified in the above I (i),(ii) and (iii) above the Trust or Government of India reserve the right to fore close the contract at any point of time during the contract period on the issue of the termination notice under provision of the termination clause , the Trust shall not be liable to compensate the contractor or any other person for any losses or estimated loss of profits during such period.
- 26. The Chief Mechanical Engineer reserves to himself the right to alter the specification or design of the works at any stage of the work and also to make additions or omissions or alterations

27. FURTHER INSTRUCTIONS

In these conditions unless there is something in this subject or context inconsistent therewith words importing the singular shall include the plural and vice versa words importing the masculine gender shall include feminine and words importing persons shall include bodies corporate.

- 28. The technical specification – “Schedule-A” and Price Schedule (BOQ) to be read in conjunction to make sure of the supply and works involved.
- 29. The contractor is required to offer rates in the Price Schedule-BOQ in the e-procurement portal
- 30. The contractor is advised to visit the site and acquaint themselves of work and work area before quoting the tender.
- 31. The Trust will not be responsible for any loss or damage of Men/materials/plants engaged during the work.
- 32. The Tenderer shall nominate one person to Chennai Port during the Contract period to co-ordinate with Traffic and Coast Guard Officials for maintenance of necessary records and monthly payment. Maintenance of necessary records such as Trip sheets, logbook etc., shall be the responsibility of Contractor.
- 33. **FORCE MAJEURE:**

The contractor shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its obligations under the contract is the result of an event of Force Majeure.

For purpose of this clause, “Force Majeure” means an event or situation beyond the control of the contractor that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the contractor. Such events may include, but not be limited to, acts of the Trust in its sovereign

capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

If a Force Majeure situation arises, the contractor shall promptly notify the Trust in writing of such condition and the cause thereof. Unless otherwise directed by the Trust in writing, the contractor shall continue to perform its obligations under the contract as far as is reasonably practicable, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

34. TERMINATION:

- The Contract shall be terminated by either side by giving three months notice in writing. However, Chennai Port Trust reserves the right to terminate / cancel the order for violating the terms and conditions of the contract and if the performance is not satisfactory by giving an advance notice of 15 days time.
- The employer, without prejudice to any other remedy for breach of contract, by written notice of default sent to the contractor, may terminate the contract in whole.
 - i) If the contractor fails to deliver any or all of the Goods within the period specified in the contract, or within any extension thereof granted by the Employer.
 - ii) If the contractor fails to perform any other obligation under the contract (or)
 - iii) If the contractor, in the judgment of the Employer has engaged in fraud and corruption.
- c) In the event the Employer terminates the Contract in whole or in part, the Employer may procure, upon such terms and in such manner as it deems appropriate, goods or related services similar to those undelivered or not performed, and the contractor shall be liable to the Employer for any additional cost for such similar goods or related services. However, the contractor shall continue performance of the contract to the extent not terminated.
- d) In the event of termination, the Security Deposit shall be forfeited.

**CHIEF MECHANICAL ENGINEER
CHENNAI PORT TRUST**

SCHEDULE OF GENERAL PARTICULARS OF TENDERER.

1. Name of Tenderer.
2. Address of Tenderer.
3. Telegraphic/Telex/Fax Code/E-mail ID of Tenderer.
4. Name and designation of the contact person of the Tenderer
to whom all reference shall be made for expeditious Technical Co- ordination.
5. Infrastructure facilities available.
6. Service facilities available.
7. Availability of spare parts.
8. Tenderer's proposal reference and Date.
9. Tenderer's validity period (to be specified clearly)
10. Whether Earnest Money as desired deposited.
11. Are all Technical details called for and price as called for in
schedule filled up.
12. Whether the Completion Report from user of previous orders enclosed for Eligibility
Criteria.
13. Bank details.

Signature & Date

Name:

Designation:

TENDER FORM

Note: Tenderer are required to fill up all the blank spaces in this tender form.

The Chief Mechanical Engineer,
Chennai Port Trust,
Chennai – 600 001.

1. Having examined the Instructions to Tenderers, Conditions of contract, Specifications and schedules attached to the Tender for the **PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF DEPARTMENT, TRAFFIC DEPARTMENT, MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM** is in conformity with said conditions of contract, specifications, etc. at rates for hiring as prescribed in the schedule A1 price schedule attached herewith.

2. We further undertake, if our tender is accepted, we will deposit the Performance Security deposit as said forth in the Instructions to Tenderer, Clause 8 and direction for the guidance of the tender document.

3. We further undertake, if our tender is accepted to enter into and execute within 21 days from the date of receipt of document for execution of the agreement on being called upon to do so, an agreement in the form annexed and the conditions of contract with any modifications as agreed upon.

4. Unless and until a formal agreement is prepared and executed the firm's Minutes of Tender Committee Meeting, Correspondence on clarification & Trust Letter of Intent will form legal binding on the Tenderer.

5. We agree to abide by this tender for the period of 180 days from the date fixed for receiving the same.

6. We further agree that in the event of our withdrawing the tender before the receipt of the final decision or in the event of failing to deposit the security deposit in such form as

contained in the Instructions to Tenderer, clause 8 or in the event of our tender being accepted, fail to execute an agreement in the form aforesaid within the time specified, the deposit of the Earnest Money shall stand forfeited to the Trust.

7. We understand that you are not bound to accept the lowest or any tender you may received

Dated the day of in the capacity ofduly authorized to sign tender for and on behalf of

(IN BLOCK CAPITALS)

Signature and Office Seal
of the Tenderer

Witness Address.

- 1.
- 2.

FORM OF AGREEMENT

MEMORANDUM OF AGREEMENT MADE THIS _____ day of Two Thousand and Eighteen at Chennai between the Board of Trustees of the Port of Chennai (a body corporate under Major Port Trusts' Act, 1963 as amended from time to time) hereinafter called the 'BOARD' of the ONE PART And Messrs _____ hereinafter called the 'Contractor' on the OTHER PART.

WHEREAS the Board is desirous e- TENDER **FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF DEPARTMENT, TRAFFIC DEPARTMENT, MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM** and has drawn up, a schedule of specification Schedule 'A', Schedule of quantities and prices – Schedule A1, Schedule of Special Conditions Schedule 'B' and a schedule of General Conditions Schedule 'C' and whereas the Contractor has agreed to e- TENDER **FOR PROVISION OF AIR TIME SERVICE CONTRACT & ANNUAL MAINTENANCE CONTRACT FOR 111 NUMBERS RADIO TRUNKING SETS FOR THE PERIOD OF ONE YEAR FROM 01.09.2018 TO 31.08.2019 FOR THE USE OF CISF DEPARTMENT, TRAFFIC DEPARTMENT, MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT IN CHENNAI PORT TRUST UNDER SINGLE COVER SYSTEM** referred to in Schedule 'A' at the rates noted in Schedule 'A1' therein and subject to the Schedule of Special Conditions of supply Schedule – B and a Schedule of General Conditions Schedule 'C' herein referred to as the "said conditions" and as security for the due fulfillment of all conditions of this TENDER, the Contractor has deposited a sum of Rs. _____ /- (Rupees

only) towards Security Deposit.

NOW it is hereby agreed as follows:

1. In consideration of the sum to be paid at the time and in the manner set-forth in the said conditions the Contractor will upon and subject to the said conditions supply, maintenance and operation described in Schedule 'A' with such variations as provided for in the said conditions.
2. The said conditions shall be read and construed as forming part of this agreement and the parties hereto will respectively abide by and submit themselves to the conditions and stipulations and perform the agreement on their parts respectively.
3. (i) The decision of the Chief Mechanical Engineer shall be final, conclusive and binding on all parties to the contract upon all questions relating to the meaning of the Specifications, designs, drawings and instructions hereinbefore mentioned and as to the quality workmanship or materials used on the work or any matter arising out of or relating

to specifications, designs and drawings and instructions concerning the work or the execution of or failure to execute same, arising during the course of Supply, Fabrication, Erection, Testing and Commissioning of Fire Fighting System and the guarantee period. The above shall not be subject of the arbitration and in no case shall the work be stopped consequent on such a dispute arising and the work shall also be carried out by the Contractor strictly in accordance with instructions of the Chief Mechanical Engineer.

(ii) If the Contractor claims that the decisions or the instructions of the Chief Mechanical Engineer are unjustified, and that accordingly he is entitled to extra payment, on account thereof, he shall forthwith notify this to the Chief Mechanical Engineer to record his decisions and the reasons thereafter in writing and shall within two weeks state his claims in writing to the Chief Mechanical Engineer.

(iii) The Chief Mechanical Engineer shall thereafter within four weeks of the receipt of the claims, reply to the points raised in the claims. Unless resolved by negotiations or discussion immediately thereafter within a further four weeks, the question of liability of such payment will be treated as one of dispute.

“Any litigation arising out of this Agreement, shall only be adjudicated before the competent court of Law within the jurisdiction of Hon ’ble High Court of Madras”.

IN WITNESS WHEREOF, the parties hereunto have set their hands and seals the day year first above written. The agreement is executed at Chennai.

<p>The common seal of the Board Trustees of the Port of Chennai represented by its Chairman was hereunto affixed and Shri Chief Mechanical Engineer thereof has hereunto set his Hand in the presence of</p> <p>1.</p> <p>Signed and sealed by the Contractor in the presence of</p>	<p>CHIEF MECHANICAL ENGINEER.</p> <p>The signature is made on behalf of and by authority from the Chairman of the Board of Trustees of the Port of Chennai, under Section 34(i) of the Major Port Trusts Act, 1963.</p>
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1.

2.

TENDERER.

FORMAT FOR POWER OF ATTORNEY

Dated: _____

POWER OF ATTORNEY

To Whomsoever It May Concern

Mr. _____ (Name of the Person(s)), domiciled at _____ (Address), acting as _____ (Designation and name of the firm), and whose signature is attested below, is hereby authorized on behalf of _____ (Name of the Tenderer) to provide information and respond to enquiries etc. as may be required by the Port Trust or any governmental authority for the (project title) _____ and is hereby further authorized to sign and file relevant documents in respect of the above.

(Attested signature of Mr. _____)

For _____ (Name of the Tenderer)

For _____ (Name of the Tenderer)

BANK DETAILS FOR ECS PAYMENT

1. Name of the Bank and Branch
2. Account Number
3. MICR Number
4. Type of Account
5. IFSC Number
6. Copy of PAN Card
7. TIN Number
8. GST No.
9. ESI Regn. No.

Firm's Sign and Seal

Place:

Date:

AUDITOR REPORT OF ANNUAL TURNOVER FOR LAST THREE YEARS

YEAR	AMOUNT
2014-15	
2015-16	
2016-17	
Total	

Auditor's seal & signature

DECLARATION FORM

Sl.No.	Description	Yes / No.
1.	Agreed all Trust terms and Conditions	
2.	Have you ever been Black listed by any Government / PSU	

Firm's Sign and Seal

Place:

Date:

CHECK LIST

Sl.No.	Description	Remarks
1.	Tender Document cost enclosed	Yes/ No
2.	EMD enclosed	Yes/ No
3.	COVER TO BE ENCLOSED AS FOLLOWS	
	a. Compliant to Technical Specification	
	b. Copy of Balance Sheet enclosed	Yes/ No
	c. Copy of Profit & Loss Account	Yes/ No
	d. Copy of work orders and their respective Completion Certificate for the previous similar work orders executed	Yes/ No Yes/ No
	f. Tender Form duly filled.	
	g. Schedule of general particulars duly filled.	Yes/ No
	h. Power of Attorney Format duly filled and signed & sealed.	Yes/ No
	i) Price Bid	Yes / No.
4.	Tender document signed and sealed in all papers	Yes/ No

TENDERER SIGNATURE