



**EASTERN COALFIELDS LIMITED**  
( A Subsidiary of Coal India Limited)  
**OFFICE OF THE GENERAL MANAGER, KAJORA AREA**  
**P.O : PARASEA , DIST : BURDWAN, W. B. , INDIA ,**  
**PIN : 713384**  
**PHONE/FAX No : 0341-2667255, 0341 2667122/0341-2667326**  
**OPEN TENDER**

**Tender No : GM/Kajora/Purchase/Cement/11-12/ P/ 465**

**Date : 07 / 02 / 2012**

Sub : Issue of Open Tender Enquiry (Double Bid) with Website Display & Publication in the News Paper for supply of 85 (Eighty five) M.T.ie. (1700 Bags) of Cement (As per specification indicated below).

Sealed Tenders are invited by General Manager, Kajora Area ,ECL, P.O. Parasea, Dist : Burdwan (W.B) from the manufacturer or their authorized dealer to quote for same item of the Tender and who has supplied the same item to any subsidiary of CIL/Govt. Organisation/Public Sector Undertakings for supply of the following materials:-

Sl	Description	Quantity Reqd	Earnest Money	Delivery (Phasewise)
1	Ordinary Port-land Cement 43 Grade, as per IS:8112/1989. Compressive Strength : In 3 days = 23 M.Pa In 7 days = 33 M.Pa In 28 days = 43 M.Pa With Laboratory Test Certificate.& Guarantee Certificate	Total 85 M.T. (Eighty five) MT ie 1700 Bags (Each Bag contain 50 Kgs)	Rs. 7,405/- (To be submitted with Part-I through Demand Draft).	1 <sup>st</sup> Phase (700 bags) immediate but within 15 days , 2 <sup>nd</sup> phase within 30 days (500 bags) &3rd Phase within 60 days (500 bags)

Tender Fee	Last Date of Receipt of Bank Draft for sale of Tender Document (By Post) upto 12 Noon	Last date of Sale of Tender Document against Cash Receipt (By Hand ) upto 1.00 P.M.	Last Date of submission of Tender up to 1.00 P. M .	Date of opening at 3.00 P.M.
Rs. 1125/- incl. VAT @ 13.5 %	15.03.2012	15.03.2012	16.03.2012	16.03.2012 (Part-I)

Tender Documents along with "Important Terms & Condition" of supply can be obtained from the Office of the General Manager, Kajora Area, ECL(Purchase Dept) on production of CASH RECEIPT against prescribed Tender fees deposited in Cash with Area Finance Manager, Kajora Area, ECL (OR) by sending an account Payee Bank Draft on any Nationalised / Scheduled Bank in favour of "Eastern Coalfields Limited, Area-V, Payable at S.B.I, Asansol" to Area Finance Manager, Kajora Area,ECL at the same address. Bank Draft shall be accepted only when an additional sum of Rs.35/-(Thirty five) only is remitted towards postal charges by sending an Account Payee Bank Draft on any Nationalized / Scheduled Bank in favour of "Eastern Coalfields Limited, Area-V, Payable at S.B.I, Asansol" and to be sent to Area Finance Manager, Kajora Area, ECL for mailing Tender Documents. The Tenderers must give Tender No and due date of Opening and full Postal Address of the Tenderer clearly legibly typed in BLOCK LETTERS enabling this Office to mail the Tender Documents. Remittance of Tender Fee by Postal Order / Money Order / Cheque will not be accepted.

Tender Documents along with "Important Terms & Condition" of supply can also be downloaded from our Website [www.easterncoal.gov.in](http://www.easterncoal.gov.in) and <http://www.tenders.gov.in> till one day prior to date of opening of the tender for participation in the tender process. The amount of tender fee as mentioned in the tender documents must however be paid by Demand Draft at the time of submission of the bid documents in case the tender documents is downloaded from the website instead of procuring it manually as mentioned above. The Demand Draft should be an Account Payee Bank Draft on any Nationalized / Scheduled Bank in favour of "Eastern Coalfields Limited, Area-V, Payable at S.B.I, Asansol" and should be submitted in the Techno Commercial Bid (Cover-I). In case the Demand Draft is not submitted or the Demand Draft is not correctly submitted, then the offer shall be summarily rejected.

Tender documents against the tender will be supplied free of cost on demand to all Government/Undertaking/Anciliary units of ECL for the tendered items against submission of documentary evidence.

For more details Tender Documents & terms and condition may be seen or visit us our website [www.easterncoal.gov.in](http://www.easterncoal.gov.in)

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Sealed Tenders are invited in Double-Bid system from the manufacturer or their authorized dealer to quote for same item of the Tender and who has supplied the same item to any subsidiary of CIL/Govt. Organisation/Public Sector Undertakings for supply of the following materials:-

1.	The Tender will be received upto 1.00 P.M. on <u>16.03.2012</u> and opened at 3.00 P.M. (Part-I) on the same day before attending tenderers.
2.	a) If the tenders submitted locally, the envelops must be subscribed with Tender No and Due Date of Opening and put into the <u>Tender Box</u> kept in the Office of the General Manager, Kajora Area (Purchase Dept). b) If the tender are sent by Post, the tender must be sent in double covers. The inside cover should bear the Tender No and Due Date of opening. The outer cover should bear only the address of purchaser without mentioning the Tender No and Due date of opening.
3.	Double Cover Bid Tender – The Tender should be submitted in two separate envelops containing :- a) Technical & Commercial Bid and b) Price Bid, both of which should be subscribed with the Tender No and Due Date of opening . These two envelops should again be sealed in a third envelope superscribing the Tender No and Due Date of opening. Technical & Commercial Bid – It should be submitted in two sections – A & B. Section-A – It should contain the details technical specifications as per NIT item wise with technical literature and other supporting documents / certificates etc. Section-B – It should contain commercial terms & conditions like taxes & duties , delivery schedule, guarantee/warranty, payment terms and other clauses etc. as mentioned in the NIT. Blank format of Price-Bid as quoted by the tenderers (WITHOUT PRICE) should also be included in Section-B. Price-Bid – It should contain the unit price (In figures & words) as per the NIT and Price should be furnished as Basic Price, Excise Duty, Sales Tax, Packing & Forwarding Charges , Freight & Insurance and any other charges for arriving at total landed cost. Discount wherever offered should be Un-conditional. NOTE – The prices offered must be on FOR : Destination Basis inclusive of all elements.
4.	Basic of Price – The rates should be quoted FOR : Destination Basis and FIRM till completion of the contract.
5.	Delivery – As specified in the schedule to tender enclosed with this NIT.
6.	Consignee – Chief Manager(MM), Kajora Area Store , ECL, P.O. Kajora Gram, Dist: Burdwan (WB).
7.	Performance Guarantee – As specified in the schedule to tender enclosed with this NIT.
8.	Guarantee / Warranty – As specified in the schedule to tender enclosed with this NIT indicating self life of 3 (Three) Months.
9.	Manufacturer's Test & Guarantee Certificate – Manufacturer's Laboratory Test Certificate indicating required test report required for above grade are to be submitted along with Tender as specified in the schedule to tender enclosed with this NIT.
10.	Provenness / Eligibility Criteria – As specified in the schedule to tender enclosed with this NIT.
11.	Payment Terms –100 % payment will be made within 21 days after receipt & acceptance of materials or bills complete in all respect whichever is later. Payment will be made by account payee cheque only. Please mention your Banker's name , address and account number for payment purpose.
12.	L.D.Clause – In case the supplier fails to deliver the materials within the specified delivery period , a sum not exceeding 0.5% of the value of the stores in arrears per week will be recovered subject to maximum of 10% or to cancel the order and / or purchase from other source at your risk & cost.
13.	Earnest Money – The offer should accompany an Earnest Money Deposit of Rs. 7405/- in the form of Bank draft drawn in favour of “Eastern Coalfields Limited , Area – V ” payable at SBI, Asansol. For out station Bank drafts an addition at Rs.200/- to be remitted. The Earnest Money will be refunded to the unsuccessful bidders immediately after finalization of Tender and for the successful bidder , the same shall be converted to Security Deposit. Non submission of Earnest Money alongwith the offer will lead to the disqualification of the offer without any reference to the tenderers. Earnest Money shall be forfeited if any tenderer withdraw their offer before finalization of the tender or fails to submit order acceptance within 15 days from the date of receipt of order. Ancillary Units to ECL, DGS&D, NSIC Registered Firms (Subject to submission of documentary evidence alongwith Techno Commercial Bid i.e. Part-I for the tendered items) and State / Central Govt. Organisation / PSUs are exempted from Earnest Money Deposit. Earnest Money Deposit bears no interest.
14.	Security Deposit –The successful bidder have to deposit 10 % (02% Earnest Money will also be converted to Security Money) of the order value in the form of Bank draft within 15(Fifteen) days from the date of placement of order which will be returned after successful execution of the order . In case the Firm fails to deposit the security money , the order will be cancelled and the performance of the supplier will be recorded accordingly. Ancillary Units to ECL, DGS&D, NSIC Registered Firms (Subject to submission of documentary evidence along with Techno-Commercial Bid i.e. Part-I for the tendered items) and State / Central Govt. Organisation / PSUs are exempted from Security Deposit. Security Deposit bears no interest.
15.	Tax Clearance – Tenderer has to submit VAT return Clearance Certificate along with their offer. They must also mention their VAT / CST No. & Income Tax PAN No/TIN No in the offer.
16.	<u>Submission of Documents</u> – Valid IS License to be submitted <u>For DGS&amp;D Rate Contract Holders</u> - The DGS&D Rate Contract Holder has to submit the following documents along with offer failing which offer will be rejected as a non responsive. (i) Authenticated Valid Copy of DGS&D Rate Contract. (ii) Authenticated valid Copy of Price Conversion factor issued by DGS&D. (iii) Valid Copy of Price List authenticated by DGS&D.

17. Supporting Documents – The bidder have to enclose clear authenticated copies of evidences as supporting documents for qualifying in Techno Commercial Bid. If any of the evidences submitted by the bidder found to be forged, tampered or not in order at any stage of tendering , the Kajora Area ,ECL management shall be free to cancel the tender and take any legal / penal action against the bidder as deemed fit.
18. Validity – The price quoted must be FIRM till the supplies are completed and offer made must remain open for acceptance for **120 days** from the date of opening of the tender. Any variation in the price shall not be considered during tenure of contract.
19. Price Certificate – The bidder should submit a Price Certificate along with the offer and bill as given below :-  
 “We hereby certify that (Subsequent to our price negotiation) with regards to your above referred tender and our offer the final landed price now chargeable to Kajora Area, ECL is the lowest and is the same as applicable to all customer in India including other Govt. Department / Undertakings and Coal India Limited and its Subsidiaries. We further confirm that we have not received any order at a rate lower than offered to Kajora Area , ECL from other CIL Subsidiaries after opening of the above Tender.”
20. Identification Marks - The materials to be supplied must have manufacturer’s identification mark engraved / embossed on non-wearable portion failing which the materials will not be accepted by the consignee. Where embossing/engraving is not possible manufacturer’s identification should be either by painting or by manufacturer’s sticker. The tenderers should accept this clause and mention in their offer.
21. Firm delivery period should be specified, delay in supplies (In case of placement of order) shall be dealt as per Liquidated Damages Clause of our standard terms and conditions. This also is subject to Forcemajure conditions, Power Shortage, Raw Materials Shortage shall not be treated as the condition of Forcemajure. The required delivery period specified in Annexure ‘A’
22. Quotation erased and overwritten will be summarily rejected unless corrections are authenticated with the tenderer’s signature. Hand written and faxed quotations are liable to be rejected. All the pages of Tender Documents should be signed and have company’s seal. This is a must .Printed terms & conditions of the Vendor shall not be considered. Tenderers are requested to submit their offer complete in all respect maintaining and terms & conditions as per tender documents alongwith all supporting documents failing which offer may not be considered and no further clarifications on technical and commercial aspects may be entertained. Tenders sent through Telegram, Telex, fax or E-mail will not be considered.
23. Authorisation -  
 a) In case the Principals authorize any sole selling agent / marketing agent / distributor / dealer / trader etc. for the tendered items, they must send copy of their authorization letter directly at FAX No 0341-2667326 The authorization letter in original must be sent along with the offer. However copy of offer showing rates should not be sent through FAX in any case.  
 b) The authorized sole selling agent / marketing agent / distributor / dealer / trader for the tendered items has to give a declaration that they have not been banned or de-listed by any Govt. or quasi Govt Agencies or Public Sector Undertakings. This fact must be clearly stated. If declaration is not given , the bid will be rejected as a non-responsive.
24. The tenderers shall quote to the specifications given. The materials shall conform to relevant ISS and in its absence to appropriate BSS / VDE / DIN.
25. Firms who are manufacturer must submit their complete and valid NSIC / DGS&D Registration Certificate with the list of items attached covered with BIS License etc.
26. Normally no deviation is acceptable to our tender documents. Terms and offers which are in deviations are liable for rejection without making any back reference to the tenderers. Offers as asked for must be submitted complete in all respects.
27. Self attested copies of orders received from ECL / any subsidiaries of CIL for the quoted items should be submitted alongwith the quotation in the first bid. List of past supplies with the details of order reference and the performance report if any should be furnished alongwith the offer.
28. Supply order , if placed , will be subject to the terms and conditions given separately.
29. Kajora Area, ECL reserves the right to cancel the Tender Notice partly or completely without assigning any reason whatsoever.
30. The documents attached with the tender must be authenticated by ink signature. The offer must be typed. Hand-written offers are not acceptable.
31. The Tender Enquiry Form must be returned, duly signed and sealed along with your quotation as a token of acceptance of the terms and conditions mentioned herein.
32. The check-list of NIT duly filled-in and signed by the tenderer should be enclosed with the offer.
33. The bidder should specifically indicate Description of Items, acceptance of Delivery Period, payment terms, validity of offer of 120 days, Guarantee, LD Clause, Lowest Price Certificate and other terms and conditions as in our NIT.

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| 34. | Bidders / Tenderers should quote the Brand / Make of the items, Break-up and Technical details should be enclosed alongwith offer.   |
| 35. | All envelope containing the tender should be properly sealed ONLY by SEALING WAX embossed with LOGO or MONOGRAM of the tenderers . Envelopes sealed by ONLY gum / cello tape or stapled shall not be accepted. Hand-written quotations are not acceptable. |
| 36. | All disputes are subject to Asansol Jurisdiction. In case of any dispute, the decision of the General Manager, Kajora Area, ECL will be final.   |
| 37. | ECL reserves the right to accept or reject any tender fully or partially without assigning any reason whatsoever.  |
| 38. | All other terms and conditions will be governed by the general terms and conditions of supply to stores of Kajora Area, Eastern Coalfields Limited.  |

Chief Manager (MM)  
Kajora Area, ECL

Enclosure :-

1. Important Terms and Conditions - Annexure – “A”
2. Checklist of Commercial Terms and Conditions – Annexure – “B”

**Annexure – “ A ”**

1	Prices	FOR - Destination Basis
2	Delivery	1 <sup>st</sup> Phase 700 Bags immediate but within 15 Days from the date of Purchase Order, 2 <sup>nd</sup> Phase 500 Bags within 30-45 days & 3 <sup>rd</sup> Phase 500 Bags within 60-75 Days.
3	Payment	100 % within 21 days from the date of Receipt and acceptance of materials or submission of bills which ever is later.
4	Provenness / Eligibility Criteria	a) Manufacturer having BIS License or their authorized dealer to quote for same item of the Tender b) The bidder has to give a declaration that they have not been banned or de-listed by any Govt or quasi Govt. Agencies or Public Sector Undertakings. This fact must be clearly stated. If declaration is not given the bid will be rejected as a non responsive. c) Valid BIS License copy to be submitted along with the offer for the offered item in Techno Commercial Bid.
5	Identification Mark/Trade Mark	The materials to be supplied must have manufacturer's identification mark engraved/embossed on non-wearable portion failing which the materials will not be accepted by the consignee. Where embossing/engraving is not possible manufacturer's identification should be either by painting or by manufacturer's sticker. The tenderers should accept this clause and mention in their offer.
6	(a) Guarantee/Warranty  (b) Test Certificate	As per terms of NIT. If any manufacturing defect / bad workmanship / premature failure within warranty period of 3(Three) Months, the same will be replaced free of cost.  Materials specification will be as per our NIT terms and material is to be tested for Proof Load Test from Govt approved Test Houses and the original Test Certificate should be submitted at the time of supply against the ordered items.
7	Inspection	Inspection will be carried out at our site after receiving of materials which will also be indicated in the purchase order.
8	N.B.	All other terms and conditions -- As per NIT

Chief Manager (MM)  
Kajora Area, ECL

**Annexure – “ B ”**

Sl No	Items	Vendor to indicate (Please Strike out Yes or No)
1 (a)	Whether Manufacturer / Sole Selling Agent/ Manufacturer Authorised Dealer	Yes / No
(b)	Copy of Certificate as Manufacturer / Sole Selling Agent/ Manufacturer Authorised Dealer for ECL/ CIL submitted	Yes / No
2 (a)	Copy of valid IS/NSIC/DGS&D/ECL Registration Certificate for the tendered items enclosed.	Yes / No
(b)	Security Deposit Clause accepted as per NIT	Yes / No
3 (a)	Payment Terms accepted as per NIT	Yes / No
(b)	Banker's Name, Address & Account No indicated in the offer.	Yes / No
4	Delivery Period quoted as per NIT	Yes / No
5	Validity Period accepted as per NIT	Yes / No
6	Taxes & Duties quoted in the offer	Yes / No
7	Guarantee / Warranty Clause accepted as per NIT	Yes / No
8	Inspection Clause accepted as per NIT	Yes / No
9 (a)	Firm price accepted as per NIT	Yes / No
(b)	Prices quoted on FOR : Destination basis	Yes / No
10	Performance Bank Guarantee wherever necessary accepted as per NIT	Yes / No
11	Blank Price Structure(Without indicating prices) submitted in format as per NIT in Techno Commercial Bid (Part-I)	Yes / No
12	Prices submitted in the desired manner (with break-up) in Price Bid in separate sealed cover (Part-II)	Yes / No
13	Lowest Price Certificate given as per NIT	Yes / No
14	Liquidated Damages Clause accepted as per NIT	Yes / No
15	Price Fall clause accepted as per NIT	Yes / No
16	Embossing / Engraving / Marking accepted as per NIT	Yes / No
17	Force majeure Clause accepted as per NIT	Yes / No
18	Copies of supply order for tendered items from any PSUs / CIL/Subsidiaries of CIL submitted	Yes / No
19	Copies of DGS&D Rate Contract submitted whenever required as per NIT	Yes / No
20	Jurisdiction of Asansol Court or Arbitration Clause accepted	Yes / No
21	All other terms & Conditions accepted as per NIT	Yes / No

- Note :- (i) Checklist should be properly filled indicating deviation, if any, signed by authorized person with seal of Company and returned along with offer.
- (ii) All documents submitted are to be self attested duly stamped. A list of documents being submitted shall be prepared and enclosed with the offer.
- (iii) Offer alongwith acknowledgement of NIT / Tender and Checklist must be submitted.

Signature & Seal of the Vendor

Date :-----