



GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
गार्डन रीच शिपबिल्डर्स एण्ड इंजीनियर्स लिमिटेड
(A GOVERNMENT OF INDIA UNDERTAKING)
(भारत सरकार का प्रतिष्ठान)

Registered & Corporate Office Address: GRSE Bhavan, 61, Garden Reach Road, Kolkata – 700 024

Main Works Address: 43/46, Garden Reach Road, Kolkata-700 024

Web site वेब: www.grse.in, E-Mail ई मेल: chatterjee.krishnakanta@grse.co.in

CIN सी आई एन: L35111WB1934GOI007891

NIT & SERVICE LEVEL AGREEMENT (SLA)

Garden Reach Shipbuilders & Engineers Limited is a **leading Warship Builders and Engineering Product Company**, invites interested, reputed, resourceful and financially solvent contractors and subcontractors to submit **single stage two-part (Part I- Techno-Commercial & Part II- Price) bids** through e-tendering mode for the work package as per following bid document.

NIT No. निविदा संख्या:	SCC/KC/OT/HOF PKG-1-2/060/ET-3138
Job Title कार्य का नाम :	Biennial Rate Contract for Hull Outfit Package-1 & 2
Tender issuing Dept. बिभाग द्वारा जारी :	Contract Cell (संविदा बिभाग), GRSE 61 Park Unit

ARTICLE 1 अनुच्छेद-1: SCHEDULE OF CALENDAR DATES समायावली की अनुसूची:

SCHEDULE सारणी		
Bid submission Starting Date निविदा जमा करने की प्रारंभिक तिथि	22/01/2025	17:00 Hrs
Bid submission Closing Date निविदा जमा की अंतिम तिथि	12/02/2025	12:00 Hrs
Bid Opening Date (Part I) निविदा खुलने की तिथि	13/02/2025	14:00 Hrs
Offer Validity Period minimum ऑफर की नियुक्तम वैधता अवधी	180 days from date of opening of Tender (Part – I)	

ARTICLE 2 अनुच्छेद - 2 : COMMERCIAL REQUIREMENT FOR THE NIT निविदा की ब्यवसायिक आवश्यकता:

FEES / DEPOSITS	
Tender Fee (refer clause 3 of STAC) निविदा प्रपत्र मुल्य (स्टैक के परिच्छेद 3 मे उदधृत)	INR 500/- (Rupees Five Hundred Only)
Earnest Money Deposit (EMD) (refer clause 4 of STAC) बयाना राशि जमा (स्टैक के परिच्छेद 4 मे उदधृत)	INR 3,60,000/- (Rupees Three Lakhs Sixty Thousand Only)
Security Deposit (SD) प्रतिभूति	5% of individual Order Value (inclusive of GST)
PBG पी बी जी	10% of individual Order Value (inclusive of GST)
Liquidity Damage परिनिर्धारित नुकसान	0.5% per week, Max 5% of unexecuted job
Billing Frequency बिल करने की अवधी	Monthly progressive
Evaluation of L1 एल1 का मूल्यांकन	L1 Bidder shall be evaluated Individual line item wise without GST

Note: a) Bidders are required to submit EMD amount as Bid Security against this tender. In case of withdrawal of the bid/ fail or refuse to execute the contract / fail or refuse to furnish the security deposit, the EMD shall liable to be forfeited.

b) MSE/NSIC registered firms having the tendered service listed in their MSE document will be eligible for exemption from submitting the EMD. Non-submission of EMD or a valid MSE/NSIC certificate may lead to offer rejection.

ARTICLE 3 अनुच्छेद - 3 : ANNEXURES FORMS PART OF THIS TENDER निविदा की संलग्नक प्रपत्र :

Please find the enclosures as specified below in NIC Procurement Portal or in the GRSE website (by clicking the link <http://www.grse.in/index.php/tender.html> and then click **Enclosure to all sub-contracting activities**)

ANNEXURES	DOCUMENT DESCRIPTION
Annexure A संलग्नक-A	Technical Offer
Annexure B संलग्नक-B	Commercial Offer
Annexure C संलग्नक-C	Price Bid Format
Annexure D संलग्नक-D	Details & Confirmation by Bidder
Annexure E संलग्नक-E	Format for Bid Security Declaration
Annexure 1 संलग्नक-1	Statement of Technical Requirements (SOTR)
Annexure 2 संलग्नक-2	GRSE Standard Terms and Conditions (STAC)
Annexure 3 संलग्नक-3	Format for Technical Eligibility Criteria

Annexure 4 संलग्नक-4	Format for Financial Eligibility Criteria
Annexure 5 संलग्नक-5	Format for Self-Certification for not having blacklisted
Annexure 6 संलग्नक-6	Fire & Safety Guidelines (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 7 संलग्नक-7	Special condition of contract (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 8 संलग्नक-8	Contractors Responsibility (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 9 संलग्नक-9	General Requirement (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 10 संलग्नक-10	Check List for Bill submission
Annexure 11 संलग्नक-11	Guideline for Bank Guarantee (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 12 संलग्नक-12	Check list of statutory responsibility of contractor and principal employer
Annexure 13 संलग्नक-13	PF, ESI declaration form (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 14 संलग्नक-14	Format for - Bank Guarantee Format for EMD (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 15 संलग्नक-15	Bank Guarantee Format for SD (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities))
Annexure 16 संलग्नक-16	Format for - Integrity Pact To be submitted in Non-Judicial stamp paper of value not less than s.100/-.
Annexure 17 संलग्नक-17	Personal Protective Equipment (PPE) Policy for the Contractor's Workmen engaged in various units of GRSE.
Appendix 'E'	Safety Guidelines to be adopted by the Contractors at GRSE premises

ARTICLE 4 अनुच्छेद - 4 : DOCUMENTS TO BE UPLOADED अपलोड हेतु दस्तावेज :

Self-Attested documents are to be scanned and uploaded with Part I of bid बिड के भाग-1 के साथ स्कैन एवं अपलोड हेतु स्वअभिप्रामाणित दस्तावेज		
1	Filled in Acceptance Matrix for Standard Terms & Conditions / STAC, SOR, NIT	Yes
2	Filled in Format for Details & Confirmation By Bidder (as per format at Annexure –D)	Yes
3	DD/PO /BG or MSE/NSIC Exemption certificate towards EMD	Yes
4	Documents meeting the Technical Eligibility Criteria as per format at Annexure 3	Yes
5	Documents meeting the Financial Eligibility Criteria as per format at Annexure 4 and Solvency Certificate.	No
6	Audited/Certified Annual Accounts and Annual Report for immediate last three (03) financial years ending on 31st Mar'2024 in support of Financial Eligibility.	No

7	Self-certification for not having blacklisted as per eligibility criteria to be submitted as per format at Annexure 5	Yes
8	Bid Security Declaration (as per format at Annexure –E)	Yes
8	PAN /TAN, GST, Labour License Certificate, Registration Certificate of the Company with ROC, Memorandum and the Article of Association of the firm.	Yes
9	Copies of registration with PF, ESI authorities.	Yes
10	Partnership Deed / Memorandum and the Article of Association of the firm confirming partners and lead partner	Yes
11	Integrity Pact (refer clause 1 of STAC at Annexure-2 and Integrity Pact format attached) – Annexure-16 of NIT.	No

Note: In case of non-submission of documents as mentioned above, the bidder is liable to be considered as disqualified.

ARTICLE 5 अनुच्छेद - 5 : DOCUMENTS IN PHYSICAL FORM TO SUBMIT वास्तविक प्रपत्र जो जमा करने हैं :

PHYSICAL SUBMISSION		
NOTE:	1. EMD Instrument	Within 03 days from opening of Part I bid
	If instruments submitted through demand draft, the same to be drawn in favor of:	GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
	The demand drafts should be payable at	<u>Kolkata</u>
	2. Integrity Pact	Scanned copy to be uploaded along with the bid & original to be submitted within 03 days from opening of Part I bid

Note: Above mentioned original Negotiable Instruments as stipulated, to reach to **GM (CC, HP&IP)**, Contract Cell, GRSE 61 Park Unit, Garden Reach Road, Kolkata-700 024 within stipulated period as indicated above in a sealed envelope with tender number and job duly superscripting on it.

ARTICLE 6 अनुच्छेद - 6 : JOB EXECUTION SCHEDULE कार्य निष्पादन :

- Tenure of Contract संविदा कार्यकाल-** Initially, the rate contract shall be established for a period of **02 (Two) Years** from the date of commencement. However, the validity of Rate Contract may be extended based on GRSE requirement for a period of another 12 (Twelve) months/ part thereof with same rate and terms and condition.
- Mobilization Period लामबंदी अवधी-** 7 days from date of placement of LOA/Purchase Order.
- Job Starting Date कार्य आरम्भ तिथी-** The job is to be commenced immediately after mobilisation subject to availability of relevant drawings, materials, site clearance & as per instruction of Production/Hull Officer.

d) Job Completion Schedule कार्य समाप्ती तिथी –

As per SOTR Sl no V " DELIVERY SCHEDULE/SERVICE LEVEL AGREEMENT"

e) Place of Work: - Any Unit of GRSE

ARTICLE 7 अनुच्छेद - 7 : JOB EXECUTION कार्य निष्पादन :

Job is to be carried out strictly as per attached SOTR, Drawings, GRSE requirement and in case of doubt, instructions of Production/Hull Officers are to be followed.

The Contract shall be applicable for ORV and NGOPV Ships. However, the same will also be applicable for any other ongoing & upcoming projects of GRSE.

Order will be issued as per requirement of GRSE in phases within the Rate Contract period.

ARTICLE 8 अनुच्छेद - 8 : GUARANTEE & WARRANTY गारंटी एवं वारंटी :

Guarantee / Warranty of the job Applicable for a Period of 12 months from the date of final inspection /completion of the job. (Any faulty work carried out by the sub-contractor is to be rectified by them within the time stipulated by the GRSE. In case of failure of sub-contractor to meet the ship's programme, outstanding deficiencies shall be rectified by GRSE and all costs of such work shall have to be borne by the sub-contractor.)

ARTICLE 9 अनुच्छेद - 9 : PRICE मूल्य :

Price quoted will be firm and fixed for the entire contract period till satisfactory completion of work. Price is to be quoted with all taxes & duties including GST. No escalation whatsoever will be considered under any circumstances within the period of contract.

Price to be quoted inclusive of GST only through NIC portal. **No other attachment regarding price will be accepted along with Techno-Commercial bid and if submitted by the vendor then the offer will be treated as cancelled.**

ARTICLE 10 अनुच्छेद - 10 : ESCALATION मूल्य वृद्धि : Not applicable

ARTICLE 11 अनुच्छेद - 11 : UNREASONABLE QUOTES अतर्कसंगत भाव :

- a) In case the price of L-1 Bidder is found to quote unreasonably low and / or express desires to withdraw from the tender then such bid will be cancelled and punitive action will be taken in line with provision as per GRSE vendor policy.
- b) However, in case the L1 Bidder agrees to take-up the job with such unreasonable low quote, lower by 30% or more than estimate and also if the difference in price between L1 & L2 is 30% or more, then the quoted price to be analysed w.r.t tender requirement and if the L1 bidder fails to justify their quoted rate, the obtained L1 quote will be rejected.
- c) If the justification is acceptable to GRSE, then the bidder has to submit a declaration to execute the job till satisfactory completion of entire contract. In case of breach of contract GRSE shall reserve the right to impose tender holiday for a period as per GRSE Vendor policy.

ARTICLE 12 अनुच्छेद - 12 : OFFER VALIDITY प्रस्ताव की वैधता :

Offer should be valid for 180 days from the date of opening of Part-I bid i.e. Techno-commercial bid. Under exceptional circumstances GRSE may request for extension of price validity, beyond 180 days against valid reason.

ARTICLE 13 अनुच्छेद - 13 : CONDITIONAL OFFER सशर्त प्रस्ताव :

Conditional offers w.r.t. this tender will not be accepted.

ARTICLE 14 अनुच्छेद - 14 : DETERMINATION OF L1 एल-1 का चयन :

L1 Bidder shall be evaluated Individual line item wise without GST

ARTICLE 15 अनुच्छेद - 15 : BOQ बी ओ क्यू :

BOQ given in the tender is tentative. It may vary according to actual requirement of job and the **quantity** may increase by 300% over original tendered quantity as and when required during tenure of contract including extended period if any.

RC will be applicable for any ongoing and upcoming projects of GRSE.

BOQ is as follows:

Job Description	UOM	QUANTITY	Remarks
Fitment of Manholes	EA	233	Package-1
Fitment of NWT Doors	EA	452	Package-1
Fitment of Vertical/RTM ladder	EA	296	Package-1
Fitment of Rung ladder and Hand Holds	EA	117	Package-1
Fitment of Sloping Ladder	EA	72	Package-1
Fitment of Emergency Escape Scuttle	EA	28	Package-1
Fitment of Arch Openings	EA	50	Package-1
Fitment of Datum Plates	EA	348	Package-2

NB:(i) UOM- Unit of Measurement (ii) EA - Each (iii) Rate to be quoted in Figures only (iv) Above mentioned quantity is approximate only and may increase/ decrease as per GRSE requirement. (v) Contractor will be paid based on actual quantity basis his unit rate provided.

ARTICLE 16 अनुच्छेद - 16 : OPENING OF BIDS निविदा खुलना :

Part I (techno-commercial) bid will be opened on the date declared in NIT. Part II bid will be opened post

techno-commercial evaluation by GRSE. Price bid of only those who qualify techno-commercially will be opened. Disqualified bidders, either during technical assessment or commercial discussion or both techno-commercial evaluation will also be intimated about their non-consideration for further processing.

ARTICLE 17 अनुच्छेद - 17 : MICRO & SMALL ENTERPRISES सूक्ष्म एवं छोटे उद्योग :

- a) The 'Public Procurement Policy for Micro & Small Enterprises (MSEs) Order, 2012' and subsequent amendments / guidelines / press publications / circulars to the Order, as issued by the Ministry of MSME, shall be applicable as on the date of opening of the price bids.
- b) The bidders are advised to check the website of the Ministry of MSME for details of the amendments / circulars issued by the Ministry of MSME.

ARTICLE 18 अनुच्छेद - 18 : AWARDING JOBS TO MULTIPLE BIDDER बहुल बिडर के लिए ठेका कार्य :

- a) The total job will be distributed between 03 (three) parallel contractors as per their bid ranking in the approximate ratio of **50:25:25** subject to acceptance of L1 established Rate.
- b) In case only one bidder (other than L1) accepts the established L1 rate, approximate distribution ration will be **60:40**.
- c) In case non-acceptance of established rate by bidders other than L1, **100%** job will be loaded to L1 bidder.
- d) The ratio is indicative only and may vary as per actual requirement of the yards / ships and work orders shall be issued accordingly.
- e) In case of requirement / poor performance by engaged vendors, other qualified bidders may be engaged for execution of balance job subject to acceptance of established rate of L1 bidder.
- f) The loading of the job will be purely based on GRSE requirement and no claim from individual vendors will be accepted. If the performance of the engaged vendors is found not satisfactory, loading ratio could be reduced and performer vendor could be loaded with higher ratio.

ARTICLE 19 अनुच्छेद - 19 : ELIGIBILITY CRITERIA पात्रता के मापदंड :

a) Technical Criteria: As per SOTR

Supporting documents meeting Technical eligibility criteria as detailed in SOTR to be submitted along with the Part-I bid.

Note:- During the Technical Negotiation if it is detected that the firm does not have adequate manpower or does not possess the requisite eligibility in providing manpower as stated above then GRSE reserves the right to reject such firms Technical Offer / bid.

b) Self-Certification

The bidder should give self-certification (as per Annexure 5) that they have neither been Blacklisted nor have received any tender holiday from any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations during last 03 (three) years ending on 31.12.2024. The bidder has to submit self-certification for the same along with the techno-commercial offer. GRSE reserves the right to independently verify the same. In case violation of declaration is detected at any stage of tender process and during currency of contract, the order will be terminated.

Note:

- i) If any bidder has been black listed by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations, then the bidder is not eligible to participate in this tender. If any discrepancy is detected at any stage of the tender, then the offer submitted by the bidder / contract awarded to the bidder will be cancelled and EMD/SD shall be forfeited and appropriate action will be taken in accordance with the vendor policy of GRSE.
- ii) If any bidder has been 'Put on Tender Holiday' by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations, then this fact must be clearly stated and it may not necessarily be a cause for disqualifying them.
- iii) If case of non-submission of the self-certification document as per format at Annexure 5, the bidder will be treated as non-responsive and their offer will be rejected.**

[Requisite formats attached with NIT as Annexure 3, 4 & 5 and to be filled up by the bidders in support of above eligibility criteria and to be submitted the same along with the Techno-Commercial bid.]

ARTICLE 20 अनुच्छेद - 20: INSTRUCTION TO THE BIDDERS बिडर हेतु अनुदेश:

1. Before submitting a bid, bidders are expected to examine the Bid Documents carefully, if they desire, may visit the work front, fully inform themselves of existing conditions and limitations including all items described in the Bid Documents. NO consideration will be granted for any alleged misunderstanding or the materials to be furnished, work to be performed or actual considerations to complete all work and comply with conditions specified in the Bid Document.
2. Any qualified deficiency, errors, discrepancies, omissions, ambiguities or conflicts in the Bid Documents, or there be any doubts as to the meaning of a provision or requirement, the same shall immediately brought to notice of GRSE Tendering Dept. in writing not less than 07 days prior to bid closing date.
3. It is understood that in receiving this bid, GRSE assumes no obligation to enter into a contract for the WORK covered by this bid request. GRSE reserves the right to reject any and all unqualified proposals or waive irregularities therein. GRSE reserves the right to evaluate each and every proposal and accept the whole or any part of the tender and the Tenderer shall be bound to perform the same at the rates quoted.
4. GRSE also reserves the right to reject any and all bids and accept the bid, which in its opinion, appears to be most advantageous to GRSE. Receipt and review of this Bid Request constitutes an agreement of confidentiality between GRSE and each of the contracting Firms preparing its Bid. GRSE reserves the right to change the form of this request to Bids, or make clarifications thereto, within a reasonable time before date of submission of Bids.
5. Generally, Contractor will assume all safety responsibility for the site and will furnish and maintain its own safety program for itself and its sub-contractors. Contractor are bound to comply with all applicable Environmental, Occupational Health & Safety rules, regulations, procedures and guidelines when performing work in the facility or site.
6. Bidders objecting on any grounds to any bid specification or legal requirements imposed by these bidding documents shall provide written notice to GRSE within 03 calendar day from the day bid document was made available to public. Failure of a bidder to object in the manner set forth in this paragraph shall constitute and irrevocable waiver of any such objection.

7. **Independent External Monitors (IEM):** Either or both of the following Independent External Monitors will have the power to access the entire project document and examine any complaints received by him. In case of any change in IEMs, it will be informed accordingly.

The communication details of the IEMs are as follows: -

- a) Shri Lov Verma, IAS (Retd.)

Email: lov_56@yahoo.com

- b) Shri Debashis Bandyopadhyay,

Ex-Director (HR), BHEL

Email: debashis9999@gmail.com

8. **Integrity Pact (समग्रताअनुबंध):** The Integrity pact essentially envisages the agreement between prospective vendors /Bidders & buyers committing the person/officials of both the parties not to exercise any corrupt influence on any aspects of the contract. Only those vendors/bidders who enter into such an integrity pact with the buyer would be competent to participate in the bid. The format of integrity Pact is enclosed with tender documents. The "Integrity Pact on Govt. issued Stamp paper of Rs. 100/- duly filled as per enclosed format to be submitted in original. Bidders to ensure that every page of IP is ink signed with company seal/stamp in every page. [Please refer guideline for IP in STAC (Sl.-1) in Annexure-2 of the tender]

9. Job is to be carried out as per SOTR and instruction of the Engineer in-charge /PL-respective ship/ / their nominated representative.

10. Any Drawings or technical information attached / provided with this NIT is the Intellectual Property of the Company and will be governed by the specific Acts applicable thereto.

11. Post submission of Tender, such drawings and technical information are to be physically returned. Also, all soft copies are to be destroyed and a self-certification to be submitted during TNC, failing which the processing of bid will not be taken further.

12. "Removal of excess/waste/rejected materials etc. generated during execution of work should be arranged by the contractor at their own cost immediately after completion of work each day and for non-removal of the same by the contractor, expenditure incurred by GRSE (if any) in removing these materials will be recovered from the available dues of the contractor.

The rate of recovery for the area to be cleaned shall be as per established rate of valid Ship Cleaning rate contract.

In addition to recovery as indicated above, a penalty of Rs. 5000/- shall be levied for first instance of non-compliance and the fine amount shall be increased by Rs. 5000/- for every subsequent instance. For example, penalty amount for 1-st instance of Non-Compliance will be Rs. 5000/-, for 2-nd Rs. 10000/- and so on with maximum limit up to total contract value."

13. Bidder has to declare, in what capacity he is participating in the tender viz PSU, Limited Co, Pvt Ltd. Co. etc. Supporting documents (scanned copy) confirming such status to be uploaded as attachment to Part I bid.

14. A Bidder is allowed to submit only one Bid under any capacity / status.

15. Difficulty in submitting the bid:

Any query /difficulty in understanding of SOTR or other technical terms may be got clarified from **Mr. Lakhan Kumar, Mgr (MHS)**, Kumar.Lakhan@grse.co.in (Mob. +91 7903889208) prior to submission of offer.

The commercial aspects may be got clarified from **Mr. Krishnakanta Chatterjee, Sr. Mgr. (Contract-Cell)/ GRSE 61-Park Unit, Mobile No. +91 93286 51199, e-mail: chatterjee.krishnakanta@grse.co.in** prior to submission of offer.

16. **E-mail Address for communication संचार हेतु ई. मेल पता** : Vendor to provide e-mail address to enable faster communication.

17. **e-BID INSTRUCTION ई बिड के अनुदेश -**

- (A) To participate in the e-Bid submission for GRSE, it is mandatory for the bidders to get their firms registered with E-Procurement portal <http://www.grse.in/etender> or <http://eprocurgrse.co.in>
- (B) It is mandatory for all bidders to have class – III Digital Signature Certificate (DSC) in the name of the person who will digitally sign the bid from any of licensed Certifying Agency (CA). Bidders can see the list of licensed CAs from the link <http://www.cca.gov.in>.
- (C) Bidders can view / download Part-1 (Techno-Commercial) bid documents along with all attachments. They need to fill up the downloaded documents as per instruction and upload the same during bid submission. Non-acceptance of any techno-commercial criteria is discouraged. However, if there is any, it is to be commented accordingly and also stated in the separate deviation format.
- (D) Bidders need to fill up Part II (Price) bid online in HTML price bid format by inserting unit price only. No other attachment to the price bid will be reckoned.
- (E) In case the bidder does not quote his rate for any item(s), it will be presumed that the bidder has included the cost of that/those item(s) in the rates of other items and the rate for such item(s) shall be considered as **Zero** and the tender will be evaluated by the Employer accordingly and the work executed by the successful bidder accordingly.
- (F) Bids can be submitted only during validity of registration of bidder with GRSE e-Procurement portal.
- (G) The amendments / clarifications to the bid document, if any, will be posted on E-Procurement portal / GRSE web site only.
- (H) It will be the bidder's responsibility to check the status of their Bid on-line regularly after the opening of bid till award of work.

(I) AMENDMENT OF TENDER DOCUMENT

- 1. Before the deadline for submission of tenders, the Tender Document may be modified by GRSE Ltd. by issue of addenda/corrigendum. Issue of addenda / corrigenda will however be stopped 7 days prior to the deadline for submission of

tenders as finally stipulated.

2. Addendum/corrigendum, if any, will be hosted on website / e procurement portal and shall become a part of the tender document. All Tenderers are advised to see the website for addendum/ corrigendum to the tender document which may be uploaded up to 7 days prior to the deadline for submission of Tender as finally stipulated.
3. To give prospective Tenderers reasonable time in which to take the addenda/ corrigenda into account in preparing their tenders, extension of the deadline for submission of tenders may be given as considered necessary by GRSE.

(J) PREVALANCE OF VERSION / संस्करण की व्यापकता:

In case of any discrepancy between English and Hindi version **the English Version shall prevail.** / अंग्रेजी और हिंदी संस्करण के बीच किसी भी विसंगति के मामले में **अंग्रेजी संस्करण मान्य होगा।**

- (K) GRSE will follow the guidelines & directives as promulgated by GOI post COVID 19 pandemic outbreak. All the qualified bidders have to quote considering the same accordingly.

ARTICLE 21 अनुच्छेद - 21 : BID REJECTION CRITERIA बिड अस्वीकृति के मापदंड :

Following bid rejection criteria may render the bids liable for rejection:

1. Bidder's failure to furnish sufficient or complete details for evaluation of the bids within the given period depending on the deficiencies noticed in the drawings / technical data.
2. Incomplete / misleading / ambiguous bid in the considered opinion of the Technical Negotiation Committee (TNC)/ Commercial Negotiation Committee (CNC)/ of GRSE.
3. Bid with technical requirements and/or terms not acceptable to GRSE / Customers / External agency nominated, as applicable.
4. Bid received without qualification documents, where required as per the tender.
5. Bid not meeting the pre-qualification parameters / criteria stipulated in the Tender Enquiry.
6. Bid with validity expiry date shorter than that specified in the Tender Enquiry.
7. Bidders not submitting Original instrument of EMD within 7 GRSE working days from the tender closing date.
8. EMD validity period is shorter than specified in the tender enquiry.
9. Bidders who have not agreed for the fixed price till the validity of the tender or have quoted the variable price.
10. Bidder not agreeing for furnishing of the required Security Deposit (SD).
11. Bidder submitted false/incorrect documents etc.

12. Bidders who have submitted **PRICE** along with Techno-Commercial Bid.

ARTICLE 22 अनुच्छेद - 22 : POST AWARD APLLICABLE CLAUSES ठेका जारी करने के पश्चात लागू उपधारा :

i) Security Deposit प्रतिभूति जमा -

Non-interest-bearing security deposit of **5%** of total order value (inclusive of GST) is to be deposited in the manner elaborated at Clause 5 of GRSE STAC at **Annexure-2**.

ii) Work Done Certificate (W.D.C.) कार्य पूर्ति प्रमाण-पत्र (डबल्यू.डी.सी) - As per SOTR SI No VII

W.D.C. is to include whether work has been completed as per delivery schedule or with delay [in days/weeks specified therein]. Any recovery towards usage of GRSE resources is also to be indicated.

iii) Bill Submission बिल प्रस्तुति -

On obtaining WDC, bills are to be raised on monthly progressive basis in accordance with the Checklist format as per **Annexure-10**. Bills are to be submitted at the Bill Receiving Counters located at the respective unit of Company. Bill is to be submitted (in 04 copies) in sealed envelope super-scribing on the envelope the Purchase Order No., Vendor code, Bill / Invoice No., Name of person /employee to whom bill is addressed, for processing. For this Service Name of the person to be mentioned on sealed envelope will be concerned Project Leader of the Ship/Bill certifying officer.

Note:- Transaction fee of Rs.500/- for first return & Rs.1000/- for subsequent return of bill with inappropriate documents will be charged.

iv) Payment Terms भुगतान की शर्तें –

- a. The 90% bill amount with full GST will be paid on completion of the job within 30 days of receipt of bill (in 03 copies) duly certified by Bill Certifying Authority & supported with satisfactory Work Done Certificate duly certified by WDC certifying Authority for 100% of job done. Amounts recoverable from contractor, if any, is to be adjusted from 90% payment as per certification of Bill Certifying Authority. Moreover, release of payment is subject to clearance of ESI / P.F. and other labour related mandatory liabilities of the Contractor.
- b. Balance 10% of the bill amount will be released after expiry of guarantee period on certification by Bill Certifying Authority or on submission of Performance Bank Guarantee of 10% of the value of Purchase Order valid for a period of 60 days beyond the expiry of Guarantee period. For release of this 10% retention money either after guarantee period or on submission of PBG, the PBG release application to be submitted to Contract Cell duly certified by Project Leader/PI of respective Ship/his nominated Officer after expiry of guarantee period.
- c. Payment will be made on actual certification basis.
- d. Bill Certifying Authority: PS/Unit Head/PL/PI/nominated officer based upon work done report.

v) Liquidated Damages निर्णीत हर्जाना –

The vendor will be liable to pay minimum Liquidated Damages @ ½ % per week or part thereof on the undelivered work subject to a maximum of 5 % of the value of the order for delayed part. The amount of L.D. may be adjusted or set-off against any sum payable to the Contractor under this or any other Contract with GRSE Ltd.

vi) Risk Purchase जोखिम खरीद -

In case the progress of work is not satisfactory and the contractor fails to maintain the schedule, GRSE reserves the right to get the work done by alternative source at the risk and cost of sub-contractor.

GRSE shall be at liberty to purchase/obtain the service from the alternative source as it deems fit, to make good such default and or in the event of the contract being terminated, the balance of the remaining service to be delivered there under. Any excess over the job price / service rates, paid and incurred by GRSE, as the case may be, over the contract price shall be recoverable from the firm. To make good the recoverable excess amount paid, GRSE shall be at liberty to invoke Bank Guarantee and/or with other available dues of the firm.

ARTICLE 23 अनुच्छेद - 23 : SUBMISSION OF BID बिड की पेशी -

- a. Last date of submission of Bid / Date of opening of bid is indicated in Tender Document. Tender is liable to be rejected if all the requisite documents are not enclosed with the Part I, Techno-Commercial offer.
- b. Date of opening of Part II offer i.e. Price Bid will be notified to all Techno-Commercially qualified bidders in due course after conclusion of TNC/CNC meetings and acceptance of Techno-Commercial offer. After opening of e-Price bids, the techno-commercially qualified bidders can view the System Generated Price Comparison Sheet from their own portal.
- c. GRSE reserves the right to accept / reject any Tender in full or in part without assigning any reason.
- d. Acceptance Format Matrix should be filled up and attached with techno-commercial bid as marks of acceptance of NIT/SOTR/STAC. In case of non-receipt of filled in STACs acceptance format matrix, it would be presumed that you have accepted all our terms & conditions as per GRSE tender until & unless deviation is specially mentioned in offer.

ARTICLE 24 अनुच्छेद 24: CONTRACT WORKMAN WAGE PAYMENT: -

- a) Contractor is liable for payment of PF, ESI to their engaged workmen and for other labour oriented mandatory liabilities as applicable for the job.
- b) The Contractor has to comply with the minimum wages & statutory liabilities (as revised time to time) of the engaged manpower applicable for the job.
- c) Payment of wages to the contractor's employee should be made through individual bank account on monthly basis instead of cash payment. PF-UAN activation of all the contractor's employee/workmen is mandatory. Vendors are to comply all statutory provisions for disbursing payment to their workmen/employees.

ARTICLE 25 અનુચ્છેદ 25: STATUTORY RESPONSIBILITY OF CONTRACTOR DEPLOYING THEIR WORKMEN INSIDE GRSE PREMISES – AS PER ANNEXURE-11.

ARTICLE 26 અનુચ્છેદ 26: SAFETY GUIDELINES TO BE ADOPTED BY THE CONTRACTORS AT GRSE PREMISES – AS PER APPENDIX ‘E’.

ARTICLE 27 અનુચ્છેદ 27: PERSONAL PROTECTIVE EQUIPMENT (PPE) POLICY FOR THE CONTRACTOR’S WORKMEN ENGAGED IN VARIOUS UNITS OF GRSE. -- AS PER ANNEXURE-15.

Krishnakanta Chatterjee
Senior Manager (Contract Cell)
Garden Reach Shipbuilders & Engineers Limited
61-P, Garden Reach Road, Kolkata – 700 024
Mobile: +91 9328651199
Mail Id: Chatterjee.Krishnakanta@grse.co.in

ANNEXURE-D : DETAILS & CONFIRMATION BY BIDDER

1. Name of the Bidder:
2. Job Description:
3. NIT Ref. No. :

Bidder's Name	
Proprietorship / Partnership / JV / Consortium	
Bidder's Address	
Phone	
E-mail	
Vendor Regn No. with GRSE (if applicable)	
MSME / MSE (Details if applicable)	
NSIC (Registration Details & Certificate Number, if applicable)	
GST Registration	
PAN No.	
GEM UNIQUE SELLER ID	
TreDS Regn No.	
PF Details	
ESI Details	
ROC/ Trade Licence	
Joint Venture/ Consortium agreement (if applicable)	
EMD (Details of Instrument, if applicable)	
ACCEPTANCE MATRIX FOR STAC [indicate SUBMITTED (WITHOUT DEVIATION), SUBMITTED (WITH DEVIATION), NOT SUBMITTED]	
ACCEPTANCE MATRIX FOR SOTR [indicate SUBMITTED (WITHOUT DEVIATION), SUBMITTED (WITH DEVIATION), NOT SUBMITTED]	
DISCLOSURE BY CONTRACTOR OF EXISTING WORK [indicate SUBMITTED / NOT SUBMITTED]	
FORMAT FOR TECHNICAL ELIGIBILITY [indicate SUBMITTED / NOT SUBMITTED]	
FORMAT FOR FINANCIAL ELEGIBILITY CRITERIA [indicate SUBMITTED / NOT SUBMITTED]	
AVERAGE ANNUAL TURNOVER FOR LAST 3 YEARS ENDING ON 31-Mar-2024	
TURNOVER FOR FY 2023-24	
TURNOVER FOR FY 2022-23	
TURNOVER FOR FY 2021-22	
Submission of DOCUMENTS IN SUPPORT OF FINANCIAL ELIGIBILITY CRITERIA [indicate SUBMITTED / NOT SUBMITTED]	
SELF-CERTIFICATION FOR DECLARATION REGARDING BLACKLISTING/ TENDER HOLIDAY [indicate SUBMITTED / NOT SUBMITTED and if put on Tender Holiday / Blacklisted]	

(Signature of Authorized Representative)

Date:

Name:

Designation:

Form for Bid Security Declaration

(To be submitted in Company's Letterhead)

Date: DD/MM/YYYY

Bidder's Ref: _____

Tender Ref: _____

To

M/s. Garden Reach Shipbuilders & Engineers Ltd.

43/46, Garden Reach Road,

Kolkata – 700 024

Kind Attn: *(Name & Designation of tender issuing officer)*

Dear Sir / Madam,

We the undersigned declare that:

We understand that, according to tender conditions, bids must be supported by a bid Security Declaration along with valid MSE/NSIC document.

We accept that we will automatically be suspended from being eligible for bidding in any contract with M/s. GRSE Ltd. for the period of 03 Years starting from date of opening of price bid, if we are in breach of our obligation(s) under the bid conditions, because we:

- (a) Have withdrawn our bid after opening of price bid and within the bid validity specified in the tender; or
- (b) Having been notified of the acceptance of our bid by M/s. GRSE Ltd. during the period of bid validity, (i) fail or refuse to execute the contract, if required, or (ii) fail or refuse to furnish the security deposit, in accordance with Article 21 (i) of tender.

We understand this bid security declaration shall expire if we are not the successful bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful bidder; or (ii) twenty-eight days after the expiration of our bid.

[Insert signature of authorized representative]

[Insert legal capacity of the person signing the declaration]

[Insert complete name of person signing the declaration]

Duly authorized to sign the bid for and on behalf of *[insert complete name of bidder]*

Date: DD/MM/YYYY

[Put corporate seal as appropriate]

FORMAT FOR EXECUTED RELEVANT JOBS TO JUSTIFY TECHNICAL ELIGIBILITY1. **Name of the Bidder and Address:**2. **Job Description:**3. **GeM Tender/Bid Reference:**(A) **Details of Executed relevant jobs:**

S I. N o	Description of Executed relevant jobs	Order No. & Date (Supporting documentary evidence to be submitted)	Order placed by	Start & Comple tion date as per Order	Actual start date	Actual Completi on Date	Value of Purchase order (in INR)	Scope of work for executed contract	Work completion certificate Ref. No. & date (Supporting soft or, hard copy to be submitted)
1									
2									
3									
4									
5									

*Note: Please add additional pages if required***(Signature of Authorized Representative)****Date:****Name:****Designation:****Official stamp**

FORMAT ON FINANCIAL ELIGIBILITY CRITERIA

(To be submitted on Company's letter head)

1. Name of the Bidder:

2. Job Description:

3. Tender/Bid Reference:

A. Financial Data for evaluating Financial Eligibility

SL. No.	Financial Years	Turn Over (Rs. in Crore)
1	2023-24	
2	2022-23	
3	2021-22	

(Signature of Authorized Representative and official stamp)

Date:

Designation:

Note: **Audited/certified reports for above FY to be submitted as supporting documents.**

SELF-CERTIFICATION FOR DECLARATION REGARDING BLACKLISTING/ TENDER HOLIDAY

(To be submitted in Company's Letterhead)

1. **Name of the Bidder:**

Date:

2. **Job Description:**

3. **Bid Reference:**

Dear Sir,

(1) I / We, Proprietor/ Partner(s)/ Director(s) of M/s. ----- hereby declare that our firm/company namely M/s.----- have neither been blacklisted nor have received any tender holiday by any PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations during last 03 (three) years ending **on 31.12.2024** from taking part in Government tenders.

or

I / We Proprietor/ Partner(s)/ Director(s) of M/s. ----- hereby declare that our firm/company namely M/s.----- -----has received tender holiday from M/s------(name of PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations) from taking part in Government tenders for a period of ----- months w.e.f.-- -----to -----(date). The period is over on -----(date) and now our firm/company is entitled to take part in Government tenders. (relevant withdrawal/revocation document is attached).

(2) In case the above information are found inappropriate, I/We are fully aware that the offer submitted by our firm / contract awarded to our firm/company namely M/s ----- -----will be rejected/cancelled by M/s GRSE, and EMD/SD shall be forfeited and appropriate action will be taken in accordance with the vendor policy of GRSE.

Signature -----

Name -----

Designation: -----

Name & address of the firm: -----

Date:

Signature of Bidder with Seal.

CHECK LIST FOR BILL SUBMISSION - for Service Contracts				
A.	GENERAL PARTICULARS: (to be checked and submitted by Contractor/Vendor)			
A.1	BTN (as per BTS System):-			
A.2	Invoice No and date / E-Invoice No. & Date (if applicable for the vendor) (Original & in triplicate)			
A.3	PO Number			
A.4	Name of Vendor			
A.5	Location of work :	MW / RBD/ FOJ/ TU / 61Park/other GRSE site/ Vendor's premises		
I. For RA Bill (Running/Progressive bill) (Put ✓ Mark)		YES	NO	NA
A.6	PO Number and date verified with Invoice:			
A.7	Vendor Name & Address in Invoice verified with Purchase Order:			
A.8	Vendor Code as in PO verified with Invoice:			
A.9	Original certified WDC enclosed :			
A.10	Whether WDC is Certified by the Authorized Person as per PO / SOTR with Rubber Stamp			
A.12	HSN/SAC code is as per PO			
A.13	GSTIN No. is as per PO			
A.14	GST % is as per PO			
A.15	Security Deposit (SD) submitted as per PO			
A.16	PBG of equivalent amount submitted, as per PO			
A.17	Compliance of Statutory Liabilities of labour as per PO			
II. Applicable for Final/Balance Bill (Put ✓ Mark)				
A.20	Certified Job Completion Certificate (JCC) enclosed			
A.21	MRS as per PO terms enclosed (If applicable)			
A.22	Guarantee Period (GP) expired as per PO term			
A.23	PBG of equivalent amount submitted, if GP is not over (If Yes, copy to enclose with the bill)			

Signature of Vendor's representative
with Seal/Stamp

Note: Transaction fee of Rs. 500.00 for first return & Rs. 1000.00 for subsequent return of bill with inappropriate documents will be charged.

For GRSE Use Only

B.	To be checked and verified by Bill certifying authority (Put ✓ Mark)	YES	NO	NA
B.1	Whether Bill has been forwarded through BTS			
B.2	Whether WDC is Certified by the Authorized Person as per PO / SOTR with Rubber Stamp			
B.3	Job starting & Completion Date (Schedule & Actual) indicated in WDC			
B.4	Certification of Penalty/ Recovery from bill indicated in WDC, if applicable			
B.5	Whether Bill is Certified by the Authorized Person as per PO / SOTR with Rubber Stamp			
B.6	Certification of Penalty/ Recovery from bill as per WDC, if applicable			
B.7	Service Entry Sheet (SES)/GR in line with WDC, PO & Invoice			
	For Final/Balance Bill (Put ✓ Mark)			
B.8	Certified MRS copy as per PO terms enclosed (If applicable)			
B.9	Guarantee Period (GP) expired as per PO term and JCC			
B.10	PBG copy of equivalent amount till GP validity enclosed (if GP is not over)			

Signature of GRSE Bill Certifying Authority
with Designation