



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

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

CIN सी आई एन: L35111WB1934GOI007891

NOTICE INVITING TENDER (NIT)

निविदा आमंत्रण सूचना

Garden Reach Shipbuilders & Engineers Limited, a **leading Warship Builders and Engineering Product Company**, invites interested, reputed, resourceful and financially solvent Electrical Contractors 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/AKD/OT(Web)/AL SEATS/070/ET-3278	Dated: 28/08/2025
Job Title कार्य का नाम:	“Biennial Rate Contract for Fabrication and Erection of Aluminium Seats for ASW SWC Ships and other Shipbuilding Projects at GRSE”	
Tender issuing Dept. बिभाग द्वारा जारी:	Contract Cell (संविदाबिभाग), GRSE (61 Park)	

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

SCHEDULE सारणी		
Bid submission Starting Date निविदा जमा करने की प्रारंभिक तिथि	16/09/2025	14:00 hrs.
Tender Due Date निविदा जमा की अंतिम तिथि	18/09/2025	12:00 hrs.
Tender Opening Date (Part I) निविदा खुलने की तिथि (तकनीकी- वाणिज्यिक बोली भाग-I)	19/09/2025	14:00 hrs.
Offer Validity Period minimum ऑफर की नियुक्तम वैधता अवधि	90 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 निविदा प्रपत्र मूल्य (स्टैंक के परिच्छेद 03 में उद्धृत)	Rs. 500/-
Earnest Money Deposit (EMD) बयाना राशि जमा	Rs. 2,27,000/-
Security Deposit (SD) प्रतिभूति	5% of Work Order Value (inclusive of GST)
Liquidated Damages परिनिर्धारित नुकसान	0.5 % per week, Max 5% of unexecuted job
Billing Frequency बिल करने की अवधि	Monthly progressive bill basis
Evaluation of L1 एल1 का मूल्यांकन	L1 bidder will be decided on Totality Basis



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 and Tender Fee. Non-submission of EMD or a valid MSE/NSIC certificate may lead to offer rejection.

c) The vendors registered with GRSE shall be exempted from submission of EMD subject to submission of valid copy of the registration certificate issued by GRSE. Having tender's service similar to tendering service listed with the list of items / services for which they are registered. In lieu, they shall be required to submit 'Bid Security Declaration' as per the format at **Annexure-6**.

d) In the case of Consortium, the lead partner should be registered with GRSE to qualify for exemption of EMD.

e) In the case of Joint Venture, the entity should be registered with GRSE to qualify for exemption of EMD.

ARTICLE 3 अनुच्छेद-3: ANNEXURES ENCLOSED FORMING PART OF THIS e-TENDER ई-निविदा अंतर्गत संलगित परिच्छेद:

ANNEXURES	DOCUMENT DESCRIPTION
Annexure 1 संलग्नक-1	Statement of Technical Requirement (SOTR) (attached with NIT)
Annexure 2 संलग्नक-2	GRSE Standard Terms and Conditions (STAC) (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 3 संलग्नक-3	Format for Technical Eligibility Criteria (attached with NIT)
Annexure 4 संलग्नक-4	Format for Financial Eligibility Criteria (attached with NIT)
Annexure 5 संलग्नक-5	Format for Self-Certification for not having blacklisted/ not received any tender holiday
Annexure 6 संलग्नक-6	Format for Bid Security Declaration (attached with NIT)
Annexure 7 संलग्नक-7	Check List of Statutory Responsibility of Contractor and Principal employer (attached with NIT)
Annexure 8 संलग्नक-8	Check List for Bill submission (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 9 संलग्नक-9	Price Escalation Details Guideline (attached with NIT)
Annexure 10 संलग्नक-10	Fire & Safety Guidelines (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 11 संलग्नक-11	Special condition of contract (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 12 संलग्नक-12	Contractors Responsibility (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)

Annexure 13 संलग्नक-13	General Requirement (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 14 संलग्नक-14	PF, ESI declaration form (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 15 संलग्नक-15	Format for - Bank Guarantee Format for EMD (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 16 संलग्नक-16	Format for - Bank Guarantee Format for SD (please refer www.grse.in → Tender → Enclosures Related to tenders of Sub-Contracting Activities)

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

Self-Attested documents are to be scanned and uploaded with Part I of GeM-bid ई-बिड के भाग-1 के साथ स्कैन एवं अपलोड हेतु स्वअभिप्रामाणित दस्तावेज		
1	DD/PO or MSE/NSIC Exemption certificate towards Tender fee	Yes
2	DD/PO/BG or MSE/NSIC Exemption certificate towards EMD	Yes
3	Technical Acceptance Format as available with NIT after being downloaded and filled up	Yes
4	Commercial Acceptance Format as available with NIT after being downloaded and filled up	Yes
5	Documents meeting the Technical Eligibility Criteria as per format at Annexure-3	Yes
6	Documents meeting the Financial Eligibility Criteria as per format at Annexure-4	Yes
7	Audited/Certified Annual Accounts and Annual Report for immediate last three (03) financial years ending on 31st Mar'2025 in support of Financial Eligibility.	Yes
8	Self-Certification for not having blacklisted /not received any tender holiday as per eligibility criteria to be submitted as per format at Annexure-5	Yes
9	Bid Security Declaration as per format at Annexure 6	Yes
10	PAN /TAN, GST, Labor License Certificate, Registration Certificate of the Company with ROC, Memorandum and the Article of Association of the firm.	Yes
11	Copies of registration with PF, ESI authorities/ last challans etc.	Yes
12	Partnership Deed / Memorandum and the Article of Association of the firm confirming partners and lead partner	Yes
13	Joint Venture Agreement / Memorandum of Understanding with Power of Attorney in favour of lead member.	Yes
14	Government E-Market Place (GeM) registration certificate with Unique GeM Seller ID	Yes

- In case of non-submission of documents as mentioned above, the bidder may liable to be considered as disqualified.**
- The Bidders has to submit ink signed hard copy of all above documents within 03 days from opening of Part I bid.**



- c. **Registered Vendors with GRSE need not upload documents at Sl. 10 above, if valid documents already submitted / available with GRSE Vendor Registration Cell.**
- d. **Bidders have to indicate Unique GeM Seller ID in COMMERCIAL MATRIX or prior to opening of price bids, failing which price bid of the bidder will not to be opened for further processing.**

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

PHYSICAL SUBMISSION		
1	Tender Fee Instrument	Within 03 days from opening of Part I bid
2	EMD Instrument	Within 03 days from opening of Part I bid
NOTE:	If instruments submitted through demand draft, the same to be drawn in favour of:	GARDEN REACH SHIPBUILDERS & ENGINEERS LIMITED
	The demand drafts should be payable at	<u>Kolkata</u>

Note: Above mentioned original Negotiable Instruments as stipulated, to reach to **GM (CC, HP & IP)**, Contract Cell, Commercial Department, 2nd Floor, GRSE 61 Park Unit, 61, 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 सूची

(A) Tenure of Contract संविदा कार्यकाल- Initially, the rate contract shall be established for a period of **02 (Two) Years** from the date of commencement. The contract period may be extended for a further period of another 01 year as per requirement of GRSE production schedule. Similarly, the contract period may be reduced also as per GRSE discretion. Individual Work Order will be issued case to case basis. The contract shall be valid for ASW SWC ships and other ongoing and upcoming projects of GRSE.

(B) Mobilisation Period लामबंदी अवधी- 07 days from the date of placement of LOI/Purchase Order will be given for commencement of work.

(C) Job Starting Date कार्य आरम्भ तिथि: Job is to be started immediately after mobilization & as per instruction of PL/PCO of respective Ships / their nominated Officer.

(D) Job Completion date / कार्य समाप्ती तिथि: The job completion schedule for block/unit is given below:

Sl. No.	Description of Work	Duration
1	Up to 50kg	03 days
2	More than 50kg, less than 100kg	10 days

Details as per SOTR No. **ASWSWC/ALUM_SEAT_SHIPPING** at **(Annexure-1)**

(E) Place of Work - GRSE Main/ FOJ/ RBD/ KPDD Unit as per location of the Ship.

ARTICLE 7 अनुच्छेद-7: JOB EXECUTION कार्य निष्पादन -



Job is to be carried out strictly as per **SOTR No. ASWSWC/ALUM_SEAT_SHIPPING** at **Annexure 1** and in case of doubt, instructions of the Engineer-in-charge/ PL OR their nominated representative are to be followed. The contract shall be valid for ASW SWC ships and other ongoing and upcoming projects of GRSE.

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 of the job. The details are as per GRSE STAC (Annexure 2)

ARTICLE 9 अनुच्छेद-9: PRICE मूल्य –

The quoted Price will be firm and fixed till the tenure of the contract of 02 years. **Price is to be quoted considering all Taxes & duties except GST.** GST is to be indicated separately in the Price Bid and will be paid extra as per ruling rate. No escalation whatsoever will be considered under any circumstances within the valid tenure of contract.

ARTICLE 10 अनुच्छेद - 10: ESCALATION मूल्य वृद्धि: The initial established rates will be valid till the tenure of the contract i.e. for a period of **02 years**. Thereafter, one-time Escalation will be applicable on the established rates as detailed in **Annexure 9**, only for the unexecuted portion of work which goes beyond the contractual period and where the delay thereof is proved beyond doubt and not attributable to the contractor. Where the job has already loaded and it is under progress will not be considered for escalation of price.

However, in case of extension/ delay is attributable to the contractor for the unexecuted portion of work, then the escalation clause will not be applicable and LD will also be levied.

ARTICLE 11 अनुच्छेद- 11: UNREASONABLE QUOTES अतर्कसंगत भाव -

i) 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 EMD will be forfeited and punitive action will be taken in line with the provision as per GRSE Vendor Policy.

ii) 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 and punitive action will be taken in line with the provision as per GRSE Vendor Policy.

iii) If the justification is acceptable to GRSE, then the bidder has to submit Bank Guarantee of 10% of the total Contract value (inclusive of GST) in addition to the Security Deposit (SD) and Performance Bank Guarantee (PBG) for execution of the job till satisfactory completion of entire contract. There shall be no exemption / relaxation for the Guarantee against unreasonable quote. In case of breach of contract GRSE shall reserve the right to invoke the BG and may 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 **90 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 90 days against valid reason.

ARTICLE 13 अनुच्छेद-13: CONDITIONAL OFFER सशर्त प्रस्ताव -

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

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

L1 bidder will be decided on **Totality Basis**.

ARTICLE 15 अनुच्छेद-15: BOQ बी ओ क्यू -



BOQ as part of SOTR given in the tender is tentative and it may vary according to actual requirement of job during the period of rate contract. The selected Bidder has to execute the required quantity at same rate, terms & conditions up to variation of **(+300%)** in addition to the initial quantity for individual line items. Similarly, the quantity of individual items may be reduced also as per GRSE project requirement. Necessary amendment of the Purchase Orders will be issued accordingly. The contractors will be loaded according to GRSE project requirement.

The detailed BOQ project wise is given below:

Sl. No.	Job Description	UOM	Total Quantity
1	Fabrication of seats	TON	16.8
2	Erection of seats	TON	16.8
3	Opening and Closing of Shipping Route	Sqm	51

NB: i) UOM = Unit of Measurement, ii) Sqm= Square Meter. Details as per SOTR at Annexure - 1.

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. Opening date of Price Bid will be intimated accordingly to all qualified bidders. 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 सूछ्म एवं छोटे उद्योग -

- 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.
- 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: ASSESSMENT OF VENDORS AND DISTRIBUTION OF JOBS TO MULTIPLE BIDDER विक्रेताओं का आंकलन एवं विविध बोली लगाने वालों में कार्य वितरण -

(A) Assessment & job distribution during tenure of contract for initial 02 years

- Selection of vendor: A pool of Techno-commercially cleared vendor will be created through negotiation based on the submitted documents against the tender. Price bids of those qualified vendors will be opened.
- Establishment of rate: After opening of price bids and finalization of price with L1 bidder through negotiation (if required), the established rate will be offered to the qualified pool of vendors. The vendors who are interested for the job have to accept the L1 rates for execution of the job.
- Distribution of job: Individual work order will be issued as per GRSE discretion. Loading of job on multiple vendors' will be purely based on production requirement. The tentative ratio of work distribution to more than one qualified vendor will be **60:40 for loading to 02 bidders, 50:25:25 for loading to 03 bidders**



against established rate. In case of Resultant Single Vendor Situation / non-acceptance of established rate by bidders other than L1, then only **60%** of the total job will be loaded to L1 bidder. Balance **40%** of the job will be loaded to L1 bidder based on their performance while execution of the job for the initial 60%. The ratio is indicative only and may vary as per actual requirement of the yards / ships/performance of the vendors and work orders shall be issued accordingly.

iv. In case of requirement for future projects / poor performance by engaged vendors, other qualified bidders may be engaged for execution of balance job subject to acceptance of established rate of L1.

Note:

- a) Individual Work Order will be issued case to case basis.
- b) The loading of the job will be purely based on GRSE requirement and performance of the vendor. If the performance is not satisfactory, then the job allotted will be withdrawn and will be distributed to other available vendors as per discretion of GRSE. No claim from individual vendors will be accepted.

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

A. Technical Eligibility Criteria तकनीकी मापदंड -As per SOTR No: ASWSWC/ALUM_SEAT_SHIPPING (Annexure 1).

Supporting documents meeting Technical eligibility criteria as detailed in SOTR to be submitted along with the Part-I bid. Satisfactory Work Completion Certificates indicating the work order numbers, issued by the party for whom the work has been done to be submitted for assessment during TNC meeting. GRSE has the right to verify / cross verification of authenticity of the said documents whenever felt necessary.

B. Financial Eligibility Criteria वित्तीय मापदंड -

- i) Bidder's Average Audited Annual financial turnover during last 03 financial years ending on **31st March, 2025** should be at least **Rs. 34 Lakhs**.

C. Self- Certification Criteria: 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 **31.07.2025**. 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:

- a) 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.

b) 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.

c) 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 of Article 3 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 regarding
 - (i) The materials (if any) which are to be furnished by vendor for the work.
 - (ii) The work which is to be performed by the vendor.
 - (iii) Actual considerations made by bidder to complete all work.
 - (iv) To 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 or, 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 related responsibility for the site and will furnish and maintain its own safety program for itself and its subcontractors. 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 **07** calendar days 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. Job is to be carried out as per SOTR and instruction of the Engineer in-charge /his nominated representative.



8. 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.
9. 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.
10. Contractors are responsible to clean up the area of work w.r.t all sort of debris generated on daily basis. If they fail to do so GRSE reserves the right to perform the cleaning activity and charge the contractor with penalty of up to 25%. As a part of National Mission of *Swachh Bharat*, GRSE has adopted *Swachh GRSE* and maintaining cleanliness of work area is an essential pre-requisite.
11. Bidder has to declare, in what capacity he is participating in the tender viz PSU, Limited Co, Pvt. Ltd. Co., Sole Proprietorship Organization, Partnership firm, Joint Venture etc. Supporting documents (scanned copy) confirming such status to be uploaded as attachment to Part I bid.
12. A Bidder is allowed to submit only one Bid under any capacity / status.
13. Difficulty in submitting the bid:
 - a. Any query/difficulty in understanding of SOTR or other technical Terms may be got clarified from **Mr. Barun Kumar Dhara, AGM (PL- 3034), Mobile No. +91 91633 31722, e-mail: Dhara.BarunKumar@grse.co.in**
 - b. Any query/difficulty in understanding of Commercial Terms may be got clarified from and **Mr. Ashim Kumar Dey, SM (Contract)/ 61 Park Unit, Mobile No. +91 75960 23717, e-mail: Dey.Ashimkumar@grse.co.in** prior to submission of offer.
 - c. Any difficulty in submitting / uploading of e-tender or for any system help **Mr. Saraswata Palit, DGM (GRSE E-PROCUREMENT), e-mail/ Palit.Saraswata@grse.co.in** / GRSE Service Provider M/s. NIC personnel may be contacted [Land line no: 033 24893902]
14. **E-mail Address for communication** संचार हेतु ई. मेल पता: Vendor to provide e-mail address to enable faster communication.

ARTICLE 21 अनुच्छेद- 21: 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 GRSE E-Procurement portal <https://eprocuregrse.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-I (Techno-Commercial) bid documents along with all attachments in E-Procurement portal <https://eprocuregrse.co.in>; Central Public Procurement Portal <https://eprocure.gov.in/cpppp/> and GRSE website <https://grse.in/tender-published>. 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 Excel Template 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**
 - i. Before the deadline for submission of tenders, the Tender Document may be modified by GRSE Ltd. by issue of addenda/corrigendum.
 - ii. 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 prior to the deadline for submission of Tender as finally stipulated.
 - iii. 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.

ARTICLE 22 अनुच्छेद-22: 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 which may range in between two to three weeks depending on the deficiencies noticed in the drawings / technical data which shall not however conflict with validity period.
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 3 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 23 अनुच्छेद-23: POST AWARD APLICABLE CLAUSES ठेका जारी करनेके पश्चात लागू उपधारा -

A. Security Depositप्रतिभूति जमा -

Interest free refundable security deposit of **5%** of individual work order value (inclusive of GST) is to be deposited in the manner elaborated at GRSE STAC.

B. Work Done Certificate (W.D.C.) कार्य पूर्ति प्रमाण-पत्र (डबल्यू.डी.सी)-

WDC to be submitted through OBPS portal. Work done certificate will be issued as per payment stages by PS/Project Coordinating Officer /PL of respective ships/ AGM (Hull) / their nominated Officer based on inspection report as applicable. 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.

C. Payment Terms भुगतान की शर्तें:

- a) The Stage wise certified bill amount (with full GST) against actual work done will be paid 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. Recoverable from contractor, if any, is to be adjusted from respective stage payments as per certification of Bill Certifying Authority. Moreover, release of payment is subject to clearance of ESI / P.F and other labour oriented mandatory liabilities of the Contractor.
- b) Stages of Payment will be as follows: -

Stages	Description	Payment Percentage
I	On Completion of Marking and opening of shipping route	30%
II	On Completion of Closing and NDT, other inspection (as applicable) of Shipping Route	70%

- c) 10% of the certified bill amount will either be retained from each bill as Performance Guarantee and the same will be released after expiry of guarantee period duly certified by Bill Certifying Authority or on submission of Performance Bank Guarantee of equivalent amount valid till expiry of Guarantee period plus sixty (60) days beyond guarantee period.
- d) For release of this 10% retention money either after guarantee period or on submission of PBG, work done certificate shall not be required. While releasing PBG after expiry of guarantee period, the PBG release application to be submitted to Contract Cell duly certified by Respective Unit Head (AGM/GM/CGM level) of GRSE/ PL of respective ships /their nominated officer.
- e) Payment will be made on actual certification basis.



- f) **Bill Certifying Authority:** Respective Unit Head (AGM/GM/CGM level) of GRSE/ PL of respective ships /their nominated officer.
- g) **Bill Submission:** Payment to be made as per payment terms as stated above through ECS/NEFT within 30 days against online submission of GST e-invoice through OBPS portal with work done / completion certificate or training completion certificate duly certified by GRSE/WOT/SS (whichever is applicable) for the respective services and subject to compliance of labour laws and statutory dues where ever applicable.

Note:

- (i) All Vendors having turnover above Rs. 5 Crore have to mandatorily submit Invoice.
- (ii) All Vendors having turnover below Rs. 5 Crore are also to submit E-Invoice/digitally signed invoice. (Vendors having turnover under Rs. 5 Crore have option to create E-Invoice).
- (iii) Invoice in hard copy is not desirable.
- (iv) Transaction fee of Rs 500.00 for first return & Rs 1000.00 for subsequent return of bill with inappropriate documents will be charged.

D. 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.

E. 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.

F. Damage of Materials/ Equipment: - The Subcontractor will ensure that **NO Damage** is caused to the Materials, Equipment's or any other property of GRSE during execution of the work due to negligence and/ or any reason whatsoever by the subcontractor. The cost of damage will be suitably recovered from Subcontractor's Bill.

G. Fire & Safety Precautions (for working inside GRSE): -

The Vendor/Contractor shall abide by the Safety regulations/rules of the GRSE as detailed in Fire & Safety Guidelines (please refer www.grse.in). The Vendor/Contractor should take all safety precautions and provide adequate supervision & control for their workmen in order to carry out the job safely. In case of any violation of safety precaution and non-usage of safety equipment, Contractor shall be liable for a penalty which is detailed in Fire and Safety Guidelines (please refer www.grse.in). Penalty amount

depends on the type and frequency of violation mentioned in the safety guideline and the same will be deducted from the defaulter's bill.

H. Mandatory use of ISI marked PPE by Contractor Employees (for working inside GRSE): - The Contractor shall ensure the use of ISI marked PPE by their engaged Employees. An indicative list of ISI marked Personal Protective Equipment, is appended below for mandatory compliance by the vendors without any deviation:

LIST OF PPES

Sl. No.	Name of PPE	Standard
(a)	Safety Helmet	IS: 2925 / EN 397.
(b)	Safety Footwear	IS 15298 / EN ISO 20345
(c)	Safety Goggles	ANSI Z87.1 / EN166.
(d)	Ear Plug	IS: 9167/ EN 352
(e)	Hand Gloves	(i) IS 4770 for electrical work (ii) EN 420 for general requirement (iii) EN 388 for mechanical hazard (iv) IS:6994 / EN 407 for heat applications (gas cutting / welding).
(f)	Welding Fume Respirator & Dust mask	IS: 9473 / EN: 149
(g)	Double lanyard Safety Belt & harness, automatic fall arrestor	IS: 3521
(h)	Cotton Boiler Suit Cloth	IS: 177 - 1989 (Amended up to date), Variety 3

Note: Apart from the above-mentioned PPE, vendors may consider any other type of standardized PPE as per job requirement, in consultation with GRSE Safety Department.

I. Contractor's Safety Personnel (संविदाकार के बचाव कर्मचारी) (for working inside GRSE): - One fully specialist and certified Safety Personnel has to be posted at the site during progress of work. The responsibility of the safety personnel is to supervise and monitor the site safety obligations of all work places and to comply all laid down Fire & Safety Rules of GRSE. He also ensures all workmen working under the sub-contractor at site are made aware of and comply with all the safety norms.

ARTICLE 24 अनुच्छेद 24: SUBMISSION OF BID बिड की पेशी –

1. 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.
2. 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.
3. GRSE reserves the right to accept / reject any Tender in full or in part without assigning any reason.
4. 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 25अनुच्छेद 25: CONTRACT WORKMAN WAGE PAYMENT (for working inside GRSE):-

- 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 26अनुच्छेद 26: STATUTORY RESPONSIBILITY OF CONTRACTOR DEPLOYING THEIR WORKMEN INSIDE GRSE PREMISES – AS PER ANNEXURE- 7.

Ashim Kumar Dey
SM (Contract)
Garden Reach Shipbuilders & Engineers Limited
GRSE Bhavan, 61, Garden Reach Road, Kolkata – 700 024
Mobile: +91 75960 23717
Mail Id: Dey.Ashimkumar@grse.co.in

	TECHNICAL SPECIFICATION FOR BIENNIAL RATE CONTRACT FOR FABRICATION & ERECTION OF ALUMINIUM SEATS AND OPENING AND CLOSING OF SHIPPING ROUTE IN ALUMINIUM BLOCK OF ASW SWC SHIPS YD 3033-34 & 3036	SOTR No.: ASWSWC/ ALUM_SEAT_SHIPPING
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1. INTENT

It is the intention of GRSE to outsource fabrication & erection of Super structure Hull seats of Ships and opening and closing of shipping route in aluminium block. Average plate thickness is 3-12 mm. Seats are fabricated from aluminium plates. The seats that are joining with Steel have explosion bond strip for bi-metallic weld joint. Seats are likely to be joined on hard ground as well as on dry dock or Building berth.

2. PRE-QUALIFICATION CRITERIA

- a) The Vendor shall have previous experience of undertaking Fabrication & erection of Hull seats/units for ships. PO along with the signed WDC to be submitted in TNC.
- b) The Vendor must have its own Fabrication & erection team comprising of the following, duly supported by well-established QA/ QC team
 - i. Structural fitter/marker
 - ii. Gas cutter/ plasma cutter
 - iii. Electric Grinder
 - iv. Qualified aluminium welders
 - v. One qualified supervisor having Diploma in mechanical/ civil with past naval Experience or ship building experience in established shipyard is preferable.
 - vi. TIG welding machine, MIG welding m/c for aluminium and Plasma cutting machine.

3. SUB-CONTRACTOR'S SCOPE OF WORK

- a) The seats and shipping route are to be fabricated & erected as per approved drawings.
- b) Vendor is to co-ordinate with GRSE employed plumbing/Electrical sub-contractors to ensure seamless joining of pipes/cable trays of pre-outfitted seats at the block joints.
- c) All in way job including back gouging, grinding/ fitment of ceramic back strip etc., to the satisfaction of Inspection authorities as per QAP. Any fairing in way, fitment of additional brackets/collars/marrying pieces, required as per shipbuilding practice, has to be carried out by sub-contractor.
- d) DP test along with DP Kit (including surface preparation by grinding), as required by inspection authority.
- e) All Fabrication & Erection aid material, temporary fasteners, Nuts and bolts etc. excluding strong backs for AL required for Fabrication & erection are to be provided by subcontractor and fitted by sub-contractor.
- f) All scaffolding materials and rigging of the same required for Fabrication & Erection of seats and opening and closing of shipping route have to be arranged by the contractor. Any such materials if available with GRSE may also be used at free of cost.
- g) Any additional plates, angles (including missing components) etc. required by inspection authority, has to be processed, fitted and welded by the sub-contractor. However, raw material will be provided by GRSE.

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- h) Any item that is mentioned in the drawing & overlooked by vendor/ inspection authority/ production personnel will be under the scope of vendor & same to be fitted at later stage without any delay. In case any item has not been fitted at an earlier stage due to any reason (for subsequent production activities or mention in drwg.) are to be fitted, after completion of certain activity, by vendor at later stage, within guarantee period of the item.
- i) Firm should employ at least 75% skilled tradesman (welder, fitter, marker, grinder, gas cutter etc for each ship's Fabrication & erection.
- j) For some Al-alloy seats, there are steel coaming made of DMR249A high tensile steel which are fitted by 'ADVEL' rivets or 'TRICLAD' Al-steel transition joints. The same is to be fitted during Fabrication & erection stage as per requirement. Separate quotation for combination of Steel (including DMR-249A) and Aluminium to be submitted
- k) The vendor has to meet the fabrication and erection production rate as per GRSE schedule.
- l) Unjustified delay in seat Fabrication & erection or any letter of demerit/ displeasure as well as related vendor ratings by VD Cell as the case may be, in the past (in GRSE or outside) would also be taken into consideration.

4. DRAWINGS

Following drawings are to be referred during work:

- a. Seat Fabrication & Erection Drawings
- b. Structural block drawings
- c. Shipping route drawing

5. GRSE'S SCOPE OF SUPPLY

- a) All consumables related to power, water, compressed air, Oxygen, DA, argo-shield cylinder and Ceramic Back Strips (excluding aluminium welding consumable and shielding gas). Firm to submit projection of CBS requirement to GRSE one month before commencing fabrication & erection job.
- b) AVDEL rivets, Theo flex compound, Tri-clad Al. alloy steel transition joint if required.
- c) All relevant drawings and seat materials.
- d) MS / AL Flat Bars & sections for supports and temporary stiffening.
- e) Paint & Primer for requisite application.
- f) Crane with slings & shackles (including driver)

6. SUB-CONTRACTOR'S SCOPE OF SUPPLY

- a) Shielding Gas as per WPS, all tools and tackles, Hydraulic Jacks of adequate capacity, induction electric type grinding machine, welding machine (TIG, MIG welding with RCCB protection) along with accessories like cable, holder, grinding wheels, etc. as well as safety gadgets viz. welding screen, gas goggles, hand gloves, gas hoses, helmets,

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safety belt, flash arrestor, calibrated pressure gauges/ manometer, Thermal chalks/ LASER temperature Gun etc. wherever required for fabrication & erection has to be made available. Transportation of material, erection aid and consumables are to be arranged by the sub-contractor by means of transporter or Battery-operated trolley no hand Trolley will be allowed. Clamps for scaffolding. For transportation of temporary structure of more than 100 Kgs, GRSE will provide transporter with driver/operator.

- b) Minimum 04 – Aluminium qualified welders in GMAW and GTAW process in 2G & 3G position.
- c) Welding consumables including shielding gas as per WPS for welding of Aluminium. Only GRSE approved electrodes and shielding gas are to be used.
- d) Any other material not listed in para-6 above.

7. **WORKMANSHIP**

- a) Good workmanship to be maintained throughout the entire Fabrication & Erection activities of seats. All structural members must match with drawings.
- b) Welding leg length and edge preparation to be as per drawing/document. Welders certified for Aluminium welding must be deployed for all welding. Necessary certification of welders to be arranged by sub-contractor from appropriate authority at their own cost. Proper care shall be taken for welding and sequence to be maintained as per the Welding Detail Document so as to achieve minimum distortion. MIG MAG welding to be done to the maximum extent possible.
- c) Overall finished dimension of seats and spacing of structural members shall be as per drawing. Dimensional report to be generated and verified with Inspection Agency prior to cutting green material. Proper care must be taken during Fabrication & erection of seats so that distortion is minimal. If distortion is beyond acceptance (NES) standard the same to be faired at no extra cost.
- d) Loss of parent metal on any surface defect, caused by gas cutting/ chipping must be avoided. However, in case of such eventuality, with prior approval from inspection authority is to be repaired by weld deposition and subsequent grinding, before final inspection. Responsibility for cleanliness of seats during Fabrication & erection rests with the contractor.

8. **INSPECTION**

- a) Inspection (including stage inspection) will be carried out by GRSE (QA) as per the approved QAP (Copy enclosed). Alignment fitment, welding & overall dimensional checks will be offered by sub-contractor to GRSE along with internal QA report in approved format (QCR), who in turn will offer to WOT if require. Minor modification, if required, need to be carried out without extra cost.
- b) Dye penetration tests are to be carried out as per the requirement of GRSE/WOT.

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9. SECURITY

All documents/ drawings of Hull seats for GRSE Yard No. 3033-34 & 3036 and other ships are of confidential in nature. All drawings/ documents issued to the contractor should not be copied and should be returned to GRSE on completion of work.

10. MANPOWER

- Sub-contractor should indicate actual data in regard to following aspects:
- Skilled labour and manpower deployment as per 2 b).
- Successful sub-contractor should undertake that these operatives would not be withdrawn jeopardizing the construction programme. In case such a requirement becomes essential, the contractor will obtain written permission of Project Leader, GRSE.
- Similar details about engineers/ supervisors to be employed for the work.
- Tools and machinery available with sub-contractor or intended to be used.
- If firm is not capable of undertaking Fabrication & erection job for two ships simultaneously due to inadequate resources and work force, Fabrication & erection activity/PO for second ship and third ship will be given to alternate firms who are meeting the contractual guidelines.

11. DELIVERY SCHEDULE

- Vendor has to meet the committed through put as per GRSE schedule in multiple fronts (at least 04 simultaneously).
- General guideline for fabrication/ erection of seat would be
 - Up to 50kg: 03 days
 - More than 50kg, less than 100kg: 10 days
- For the purpose of quotation, the vendors are to quote per unit weight / tonnes etc. as per table of method of quotation (ref. 17).

12. MODIFICATION/REWORK

Modification/rework charges at 120% of the applicable rate will be payable in case of changes/ modification at the behest of GRSE/due to changes in drawing in seats already fabricated/ erected and certified. The applicable weight considered for payment would be as per weight of the additional work undertaken / modification work only and not the entire weight of the seat. However, this will have to be done under written instruction from AGM (Hull Planning) & SM (Hull Design) jointly & a separate mention is to be made in WDC. Any rework arising out of defective workmanship will not be paid for.

13. RESOURCE ALLOCATION & TIME ON TASK

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- a) It is essential to maintain and ensure time on task. Daily attendance record is to be taken. Late comers will not be permitted to enter and early departure, without valid reasons counter signed by site in charge, is not permitted. Towards the same Contractor has to submit the unit wise Daily Manpower Allocation (Supervisor & each grade wise) to the Site-in-Charge, on daily basis before the start of the shift. In addition, following records to be maintained at site: -
- b) Welder traceability register, tracing all works (especially) important and critical works to each welder
- c) Lifting lugs,
- d) Unit wise DPT Records
- e) Any other requirement that would be indicated by GRSE.
- f) If any material issued by GRSE to the contractor is 'damaged / lost' and is not usable, the cost of the material plus overhead charges will be recovered from contractor as per the costing estimate section. The recovery charges will be communicated to SCC Dept. Any rectification work on account of poor workmanship will have to be carried out by the contractor at no extra cost.
- g) In case of rejection due to faulty workmanship of contractor, cost of material plus overhead charges will be recovered from the contractor as per the costing done by GRSE and intimated to AGM SCC for recovery.
- h) Contractor shall carry out the survey /site visit of the location prior to bidding

Communication Mechanism: Vendors are free to contact GRSE personnel as appropriate. Firms are required to communicate to GRSE in unambiguous terms, issues affecting production in order to ensure speedy resolution of the same.

Communication is to be by email to PL/ AGM Hull Planning, the nodal officer for the contract. The specific contacts and the escalated level of contacts are as follows

	First level of contact	Escalated level of contact
Production, material Issues	Mgr/DM Plate Preparation shop (for plates), DM (MHS_ for electrode_	GM MW
Inspection Issues Welder Qualification	DM/ MGR QA, SM QA	DQM QA/
Contractual Issues	DM/ M Contract	AGM/ SM Contract
Design	DM Hull Design	SM Hull Design
HR, Wages, PF, ESI Passes	Mgr HR	SM HR/ AGM HR
Bills	DM Finance	SM/DGM Finance SLP
Safety	Safety Officer	AGM IEP

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Email IDs of specific officers will be intimated at the time of PO placement

Vendor is also to intimate mobile numbers and emails IDs of all their contact persons

Catch up Mechanism: To meet the production target, vendor will have to make arrangement for additional manpower/ time. Work in Shift system/ work beyond normal time may also need to be adopted to meet the project dates. This will be intimated in writing in the event of failure of schedule. The shift system is to be implemented within 2 weeks of intimation. GRSE may provide interim place in the yard for some such essential workers to stay overnight if required for urgency and critical works.

14. PLANNING

Contractor should submit “Seat Fabrication & erection Schedule” to GRSE as per availability of materials at GRSE. The same will be studied by GRSE for matching with GRSE’s construction programmer and contractor shall accommodate changes as required by GRSE. If required, contractor will be allowed to work beyond normal hours and even on Sundays/holidays.

15. MISC. POINTS

- a. Statutory HR requirements
Sub-contractor should submit complete list of personnel as per their payroll along with ESI/ PF reference and other relevant details for Skilled labour including number of experienced markers, fitter, welder, gas cutter, etc. Successful sub-contractor should undertake that these operatives would not be withdrawn jeopardizing the construction schedule. ii) Similar details about engineers/ supervisors to be employed for the work.
- b. Hindrance Register
To be maintained by the sub-contractor and put up for approval by the Project Leader on weekly basis.
- c. Safety
The sub-contractor shall comply with all safety requirements in and around the workplace. They shall arrange for safety gears for their personnel.
- d. Planning
A coordinator to be nominated and intimated in writing to AGM SCC, PP&C, QA and PL -3033-34 & 3036 for close liaison with GRSE.

16. METHOD OF QUOTATION

Sl.	Job title	Quantity Per ships	UoM	Quantity of 03 ships
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1	Fabrication of seats	4.1	Ton	12.3
2	Erection of seats	4.1	Ton	12.3
3	Opening and Closing of Shipping Route	17	Sqm	51

Overall L1 will be considered based on quotes for both Fabrication & erection (Combined), as per Table No1.

17. WORK DONE CERTIFICATE & PAYMENT

The stages of work done for fabrication and erection of seat will be based on 100% of value calculated on the basis of weight of the seat post successful completion of fabrication dry survey and erection dry survey including NDT, as required, respectively.

As for Opening and Closing of Shipping Route, WDC/ Bill to be generated as per the stages mentioned below:

- a) 30% payment will be released on completion of Marking and opening of shipping route
- b) 70% payment will be released on completion of Closing and NDT, other inspection (as applicable) of Shipping Route

Work done certificate will be issued by the PS/Project Coordinating Officer 3034/ PL 3034/ AGM (Hull), their Nominated officer based on applicable inspection reports signed by QA/WOT.

18. BILL CERTIFICATION

Invoice to be submitted to PL for certification based on the WDC. In case WDC issued by PL, then invoice will be certified by AGM / GM.

FORMAT FOR TECHNICAL ELIGIBILITY

1. **Name of the Bidder:**
2. **Job Description:**
3. **Tender Reference:**

(A) Details of Executed relevant jobs:

Sl. No.	Description of Executed relevant jobs	Order No., Date & Value (in INR) (Supporting soft or, hard copy to be submitted)	Start & Completion date as per Order	Actual start date	Actual Completion Date	Order placed by	Scope of work for executed contract (To quantify)	Details of Resources/ Machinery Deployed	Work completion certificate Ref. No. & date (Supporting soft or, hard copy to be submitted)

(Signature of Authorized Representative with official seal)

Date:

Name:

Designation:

Note: Please add additional pages if required.

FORMAT FOR FINANCIAL ELIGIBILITY
(To be submitted in Company's Letterhead)

Financial Data for evaluating Financial Eligibility

SL. No.	Financial Years	Turn Over (Rs. In Lakh)
1	2024-25	
2	2023-24	
3	2022-23	

(Signature of Authorized Representative with official seal)

Date:

Name:

Designation:

**FORMAT OF SELF-CERTIFICATION FOR DECLARATION REGARDING BLACKLISTING/ TENDER
HOLIDAY**

(To be submitted in Company's Letterhead)

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 **31.07.2025** 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).

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.



Form for Bid Security Declaration
(To be submitted in Company's Letterhead)

Date:
Bidder's Ref: _____
Tender Ref:

To
M/S. Garden Reach Shipbuilders & Engineers Ltd.
61, 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 GRSE vendor Registration certificate.

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 23 (A) 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]

- In case of JV, the entity should be registered with GRSE and Bid security declaration to be submitted by the JV entity.

In case of consortium, the Lead partner should be registered with GRSE and Bid security declaration to be submitted by all of the Consortium

CHECK LIST OF STATUTORY RESPONSIBILITY OF CONTRACTOR
THE CONTRACT LABOUR (R & A), ACT, 1970 AND CENTRAL RULES, 1971

SL. NO.	NATURE OF STATUTORY REQUIREMENTS	FORM NO.	RESPONSIBILITY	REMARKS
01	Labour License	Form –II	Contractor	Contractors engaging 20 or more contract labours would apply for obtaining labour license (in triplicate) to the ALC (C), Kolkata. A copy of the license should be submitted to concerned Unit HR Department. <i>Note: The Contractor cannot deploy more than the number of workmen mentioned in the license on any day.</i>
02	Renewal of labour license	Form –II	Contractor	The contractor shall apply to the ALC(C), Kolkata for renewal of license at least 30 days prior to its expiry. A copy of the acknowledgement / renewed license should be submitted to concerned Unit HR Department.
03	Notice for commencement / completion of work	Form-VII	Contractor / Principal Employer	The contractor shall submit Form – VII to the Inspector / Labour Enforcement Officer (C), Kolkata within 15 days intimating the actual date of commencement / completion of the work. The receipted copy of Form – VII should be submitted to concerned Unit HR Department.
MAINTENANCE OF REGISTERS				
04	Employee Register	FORM – A	Contractor	Comprising of personal details like name, father's name, DOB, Address etc. of the workmen engaged by the contractor.
05	Wages Payment Register	FORM – B	Contractor	Comprising of current rate of minimum wages, employees PF & ESI contribution and other allowances, if any.
06	Register of Loan / Recoveries / Fines etc.	FORM – C	Contractor	To maintain record of loans, fines and advances given, if any and monthly record of recoveries.
07	Attendance Registers	FORM – D	Contractor	Data of daily attendance of each workmen engaged by the contractor indicating their in and out time.

SL. NO.	NATURE OF STATUTORY REQUIREMENTS	FORM NO.	RESPONSIBILITY	REMARKS
08	Employment Card	Form – XII	Contractor	Every contractor shall issue employment card / appointment letter to their contract workers within 03 days from their date of employment.
09	Service Certificate	Form – VIII	Contractor	To be issued by the contractor upon termination of employment / completion of work etc.
10	Wage-slip	Form – XIX	Contractor	Contractors shall issue wage-slip to their workmen at least 01 day prior to disbursement of wages.
11	Annual Return	Online Submission	Contractor	Every Contractors shall prepare Annual Return for the previous year which is submitted online by the Contractors' in <i>Shram Suvidha</i> Portal to the Registering Officer within 31st Jan of the following year.

**CHECK LIST OF STATUTORY RESPONSIBILITY OF CONTRACTOR
COMPLIANCE OF OTHER STATUTES FOR ENGAGEMENT OF CONTRACTORS' WORKMEN**

Sl. No.	Relevant Statutes	Responsibility	Compliances to be ensured as per the Statute
01	The Factories Act, 1948 & West Bengal Factories Rules, 1958	Contractor	1. <u>Leave with Wages</u>: Every worker who has worked for a period of 240 days or more is entitled to get leave with wages to be calculated one day for every 20 days of work performed by him. 2. <u>Payment of Overtime</u>: Where a worker has worked for more than 09 hours in any day or for more than 48 hours in a week, he shall, in respect of overtime work, be entitled to wages twice the hourly rate. 3. <u>Hours of Work</u>: The total nos. of hours of work in a week, including overtime, shall not exceed sixty. 4. <u>Hours of Overtime</u>: The total hours of overtime shall not exceed fifty in any quarter i.e. during three consecutive months for any worker.
02	Payment of Wages Act, 1936	Contractor	Contractors (employer) engaging less than 1,000 persons have to pay wages before expiry of the 7th day after the last day of wage period.
03	The Minimum Wages Act, 1948	Contractor	Contractors (employer) shall pay minimum wages to every worker as per the Central rates circulated by the Management from time to time.
04	The EPF & MP Act, 1952	Contractor	1. Every contractor shall obtain the following before commencement of work: (a) PF Code No. of the firm. (b) PF UAN i.r.o of the workmen engaged by him. (c) Ensure submission of nominee and dependent details while applying for UAN of workmen.
		Contractor	2. Every contractor shall contribute towards PF @ 12% of the monthly wages of each workman as employer's share and recover 12% of monthly wages from each employee, as employees share and thereafter remit the entire amount to EPFO i.r.o every workman engaged by him. The contribution for the preceding month should be remitted prior to expiry of the 15th day of the following month. Contractors (Employers) are also required to bear the administrative charges as applicable.

Sl. No.	Relevant Statutes	Responsibility	Compliances to be ensured as per the Statute
05	The ESI Act, 1948	Contractor	1. Every contractor shall obtain the following: a) ESI Code No. of the firm (b) ESI code no. i.r.o of the workmen engaged by him (c) Ensure submission of nominee and dependent details while applying for ESI TIC (E-Pehchan Card).
		Contractor	2. Every contractor shall remit ESI contribution (employers' share @ 3.25% and employees' share @ 0.75%) i.r.o every workman engaged by him for the preceding month prior to expiry of the 15th day of the following month.
06	The Payment of Bonus Act 1965 & Rules	Contractor	1. Contractors shall pay annual bonus to their workmen (Contract Labour) drawing wages below and upto Rs. 21,000/- per month. Bonus will be payable minimum @ 8.33% and maximum @ 20% of annual wages.
		Contractor	2. Register in Form - C format {Rule 4(b)} of 'The Payment of Bonus Act, 1965' is to be maintained by the contractor for submission of Annual Return as per the Act.

**RESPONSIBILITIES OF CONTRACTORS OVER AND
ABOVE THE STATUTORY REQUIREMENTS**

- (i) Contractors shall take all necessary steps for disbursement of wages through bank-transfer and issue a payment notice at least 02 days prior to such bank-transfer for information of respective unit HR Dept. as well his workers. (should be incorporated in the contract document in the Payment Terms).
- (ii) All contractors should obtain labour-licenses prior to commencement of work. Principal Employer shall not allow any contractor without license.
- (iii) All outsourced jobs are required to be supervised by a Supervisor duly appointed by the Contractor. The contractor should declare the name and contact number of the supervisor(s) against each P.O before commencement of work and submit the details of the supervisor(s) to the respective unit HR Department. He should keep adequate nos. of supervisors to supervise and co-ordinate the execution of job by contract labours. (The principal employer must check that the name and number of the supervisor which has been provided by the contractor, whether the same person is coming as the said supervisor).
- (iv) The supervisor's name should not be mentioned in the employee register as he is not a contract labour.
- (v) Supervisor of concerned contractor should be present in the work-site where the contract labours of the concerned contractor are supposed to work. To ensure the presence of the supervisor, their attendance may be recorded by the user department on daily basis.
- (vi) Contractor should mention the name of his Supervisor / agent / manager in Form-II which is to be submitted to ALC (C) for obtaining labour license.
- (vii) The supervisor should maintain the attendance register of their contract labours (Form-D) which may be randomly checked by the Officers of the user department. This attendance register will be submitted by the contractors on monthly basis along with the wages-payment registers to the respective unit HR Depts. for obtaining certification of payment of wages to each contractor labour based on their daily / monthly attendances.
- (viii) Contractors must submit details of their firms in the Appendix B1 format prior to commencement of work. They must also submit details of their contract labours in B2 formats for making new gate-passes for the purpose of entry / exit prior to the engagement of such contract labour.

PRICE ESCALATION DETAILS

The initial established rates will be valid for a period of two years. Thereafter, one-time escalation will be applicable on the established rates, only for the unexecuted portion of work which goes beyond the initial contractual period of two (02) years and where the delay thereof is proved beyond doubt and not attributable to the contractor.

Beyond the tenure of the contract, one-time escalation will be applicable till completion of contract for the extended period.

The portion of the pending job on which the escalated rate is applicable, will be decided through discussion and mutual accordance in between GRSE and Contractor, prior 02 (Two) months of the expiry of the initial contract period of two (02) years.

In case of extension/ delay is attributable to the contractor for the unexecuted portion of work, then the escalation clause will not be applicable and LD will be levied.

The methodology for price escalation is as follows:

The calculation for escalation will be based on the changes in minimum daily wage rates as per Notification of Chief Labour Commissioner, Ministry of Labour & Employment, Govt. of India.

- i. The initial established rates “Rs. R” will be fixed for initial 02 (two) years from the start date of the Rate Contract.
- ii. The escalation percentage on initial established rate “Rs. R” after two years till completion of contract will be as follows:

A = Average minimum daily labour wage rate as on start date of the Rate Contract.

B = Average minimum daily labour wage rate as on end date of the Rate Contract.

Therefore, escalation percentage will be $(B-A)/A$ %

Now, Escalation will be applicable on 70% value of the established rate “R”.

The increased value of Rate, Rs. $[(0.7R) * (B-A)/A]$

The escalated Rate will be Rs. $R + [(0.7R) * (B-A)/A]$ which will be valid after two years till completion of the contract.

For purpose of escalation formula mentioned above, Average Minimum Daily Labour Wage Rate shall be considered as follows:

$[(1 \text{ High Skilled} + 1 \text{ Skilled} + 1 \text{ Semi Skilled} + 1 \text{ Unskilled}) / 4]$

If there is decrease in minimum daily labour wages rate the same rule will apply for de-escalation/reduction of Rates.