



Garden Reach Shipbuilders & Engineers Limited

(A Govt. of India Undertaking, Under Ministry of Defence)

43/46, Garden Reach Road, Kolkata – 700 024

Phone :: (033) 2469 8100-8113

Fax No. :: (033) 2469 2020

Home Page :: www.grse.in

CIN No. :: L35111WB1934GOI007891

GST Registration No. 19AAACG9371K1Z4

:: NOTICE INVITING TENDER ::

ITEM: SUPPLY OF FILE LACE & GATE PASS FOR GRSE

E-TENDER NO. : PUR/AD/OT/S-597/ FILE GATE PASS/ET-1809

<u>Indent No.</u>	1500031957 & 1500031950
<u>Account</u>	Stock Items

SL.	DESCRIPTION	QUANTITY
1.	FILE-LACE (GRSE). SIZE-25.5X35.5	25341 nos
2.	BOOK FOR GATE PASS (YELLOW) FOR STORES	145 nos

For GARDEN REACH SHIPBUILDERS & ENGINEERS LTD.

(A. Das)
MANAGER (PURCHASE)



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For any clarification please contact –

Sl.		Contact Details
1	For any kind of technical specification related quarries	Mr. Subhrajyoti Palit Sr. Manager (Stores) Email : Palit.Subhrajyoti@grse.co.in Mob : 7595046417
2.	For any kind of commercial related quarries	Mr. Arabinda Chattopadhyay, Sr. Manager(Purchase) Email : chattopadhyay.a@grse.co.in Mob : 8584888176
		Mr. Arup Das, Manager(Purchase) Email :das.arupkr@grse.co.in
3.	For any kind of tender uploading / registration / view problem / quarries	GRSE E-Procurement Cell Email : mtl.eproc@grse.co.in Contact No. : (033) 2489 3902 (Monday to Friday 8:30 AM to 5:00 PM, Saturday 8:30 AM to 12:30 PM)



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- COMMERCIAL TERMS -

1. Tender must be submitted in system generated data sheet format which is provided through E-Procurement. The mentioned information should be clearly filled up in E-Procurement and upload the same.
2. Bidders are required to be registered in the following facilities / portals as per directives of the Government of India -
 - a. GeM (Government eMarketplace) <https://gem.gov.in>
 - b. TReDS (Trades Receivables e-Discounting System) www.invoicemart.comThe bidders are to indicate the 'Unique Seller ID' allotted by GeM and the registration number allotted by TReDS in their bids.
In the event of any bidder not registered in the above two or not indicating the registration details in their bids, GRSE reserves the right to disqualify their bids without assigning any reason whatsoever.
3. **PUBLIC PROCUREMENT POLICY FOR MICRO & SMALL ENTERPRISES (MSEs) ORDER :-**
 - 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.
 - c) Class A and B items are to be considered as non-divisible within the same class of ships and tender is to be awarded on a single bidder on totality basis unless there is any specific clause in the tender enquiry to indicate divisibility of the tendered quantity.
4. **NEW / UNREGISTERED VENDORS:-**
They are to positively submit the following qualification criteria/document in part "A" bid failing which their offer will not be considered for Tender evaluation:-
 - a) The constitution and status of the firm.
 - b) Submission of Sales Tax clearance certificate, PAN together with copies of trade license, Registration of GST registration.
 - c) Name, address, telephone & Fax No. of the bankers and the contact person of the firm.
 - d) Bidders are required to be Digital Signature Certificate (DSC) compliant for submission of tender through E-PROCUREMENT mode. Further details in this regard are available in our website.
5. **OFFER VALIDITY :-**
Offer must remain firm and open for acceptance **for 90 days** from the due date.
6. **DELIVERY PERIOD:-** To be delivered within 30 days from the date of sample approval.
7. **OPTION CLAUSE / QUANTITY ENHANCEMENT**
GRSE also reserves the right to amend order for 50% more or less of the total ordered quantity during the period of Contract at the same price and terms and conditions. GRSE shall intimate the Supplier in this regard at least three months prior to expiry of original contract
8. **SCOPE OF SUPPLY:-** Shall be as per Annexure-II and Price Bid.
9. **TERMS OF PRICE :-**
Quoted Price must be F.O.R. destination GRSE Kolkata. Price quoted should include for proper packing to withstand heavy / Sea / Air / Inland Transit and tropical storage during transit clearing & to be kept firm till execution of order in full. No price escalation is allowed at any stage.



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10. **DELIVERY POINT:-**

To be door delivered to The In-Charge, General Stores (West), GRSE-Main Unit, 43/46, Garden Reach Road, Kolkata - 700 024. Ordered materials must be supplied between 09-00 AM to 12-00 Noon and 01-30 PM to 04-00 PM only on full working days and between 09-00 AM to 11-00 AM on half working days (Saturday). Late supply will not generally be accepted.

The items are to be delivered against proper original ink signed GST Invoice cum Delivery Challan (in quadruplicate) indicating purchase order details, GRSE material code nos, etc.

11. **MODE OF DISPATCH:-** To be delivered to GRSE at your cost.

12. **PART ORDER :-**

Part order is applicable against this tender enquiry. GRSE reserves the right to distribute the tendered

13. **L-1 DETERMINATION :-** L-1 to be consider on individual item wise basis considering inclusive of all on FOR basis

14. **CONDITIONAL OFFER :-** No conditional offer and hard copy of offer will be accepted

15. **TAX :-** Applicable rate of GST & its HSN code must be clearly indicated in Techno-commercial bid

16. **PAYMENT TERMS:-**

100% payment within 30 days against clear bill supported with ICGRN, GRSE Gate Receipted Challan through. ICGRN will be issued only after receipt and acceptance of the item at GRSE.

Following complete set of document to be attached with the invoices for payment release-

- a) Receipt of GRSE gate stamped Tax Invoice.
- b) Clear & clean ICGRN (Inspection cum Goods Received Note)
- c) Submission of INK signed invoice in triplicates.
- d) Sample approval challan copy.

17. **GUARANTEE / WARRANTY :-**

The supplied materials are to be guaranteed against manufacturing defects and satisfactory performance for a period of 06 months from the date of receipt of material at GRSE, under normal conditions of storage and a certificate is be submitted to this effect at the time of delivery. Any defect of the supplied material if found during the guarantee period must be replaced free of cost within a period of 07 (seven) days from the date of such reporting

18. **LIQUIDATED DAMAGE :-**

All orders are subject to L.D. @ ½% per week or part thereof on undelivered portion of the lot order subject to a maximum of 5% of the value of the lot order for the delayed part. To release L.D. amount GRSE will have the right to encash / revoke the Security Deposit / Bank Guarantee.

19. **RISK PURCHASE :-**

If the materials are not supplied within the stipulated delivery period GRSE reserves the right to procure the same or equivalent material from alternative source at your risk, responsibility & cost.

20. **PACKING INSTRUCTIONS:-**

All materials are to be properly packed to protect against ingress of water & dust and to withstand transit damages /pilferages during transits. All packing/cases should be properly identified and tagged. Each packet/box/unit shall have tags indicating expiry date.

21. **FORCE MAJEURE :-**Standard Force Majeure Condition at the supplier's own works / establishment shall only be accepted. The failure of the sub-contractors of the suppliers shall not be accepted as a



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Force Majeure Condition. Vendor is to submit relevant proof / document well in time to buyer to inform F.M. condition.

22. **REJECTION OF MATERIALS :-**

Rejection of materials and also the late delivery will affect further business with GRSE. No claim of payment will be entertained (for rejected material) in case rejected items are not lifted back within 14 days from the date of rejection. Replacement against rejection is to be made by vendor Free of Cost within 14 days of Store's intimation.

23. **INDIVIDUALITY OF CONTRACT :-**

This order shall be treated as an individual contract, shall not allow any general lien to the portions and shall not get any prejudice in execution due to situation arising out of some other contract that you may have with GRSE.

24. **CANCELLATION OF ORDER :-**

GRSE reserves the right to cancel the tender without assigning any reasons whatsoever. Post Contract/order, in the event of progress/service being poor, GRSE reserves the right to cancel in part/full the order and no cancellation charges will be paid to the firm on this account. There shall also be no financial implications whatsoever on GRSE.

25. **SECRECY CLAUSE :-**

All information given to the supplier for the execution of the order is to be treated as SECRET / CONFIDENTIAL. The technical information, drawings, specification and other related documents forming part of this Enquiry / order are the property of Purchaser and shall not be used for any other purpose except for the execution of Order. Any information / drawing etc. shall not be copied, transcribed, traced or reproduced in any other form or otherwise in whole / part or duplicated, modified, divulged and / or disclosed, to a third party not misused, used in any other form whatsoever without purchaser's prior consent in writing except to the extent required for the execution of this order. At the time of tendering the purchaser has to give an undertaking in favour of GRSE that in the event of any breach of the above provisions, he would make good of any loss / cost / damage / any other claim whatsoever preferred by anybody to GRSE in this respect.

26. **PATENT RIGHT :-**

GRSE shall be completely absolved of any responsibility towards any infringement of Patent Right etc. i.e. a clear and quite possession of goods should take place with the passing of title on execution of the order.

27. **ARBITRATION :-**

i) If at any time, before during or after the contract period, any unsettled claim, question, dispute or difference arises between the parties, upon or in relation to or in connection with or in any way touching or concerning this order, the same shall be settled/adjudicated through Arbitration to be conducted by a Sole Arbitrator, to be appointed by the parties on mutual consent, in accordance with the provisions of the Arbitration and Conciliation Act, 1996.

ii) In the event the parties fail to mutually appoint a Sole Arbitrator within 30 days from the receipt of a request by one party from the other, then either of the parties may approach the Hon'ble High Court at Calcutta under the provisions of the Arbitration and Conciliation Act, 1996 for appointment of a Sole Arbitrator by the Hon'ble Court.

iii) Such arbitration shall, in all respects, be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the rules framed there under or any statutory modification or re-enactment thereof for the time being in force.

iv) The Award of the Sole Arbitrator shall be final, conclusive and binding upon the parties.

v) In the event of the death or resignation or incapacity or whatsoever of the said Sole Arbitrator if appointed by the parties mutually the said parties may again appoint a suitable Substitute Arbitrator in



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place of the erstwhile Sole Arbitrator to continue with the proceedings. In the event of appointment of the Sole Arbitrator by the Hon'ble High Court at Calcutta on death or resignation or incapacity or whatsoever of the said Sole Arbitrator, either of the parties in this behalf, may make an application to the Hon'ble High Court at Calcutta for appointment of a Substitute Arbitrator and the Hon'ble Court may pass such orders as it deems fit and proper.

vi) Also in the event an Arbitration award is set aside by a competent court the parties may appoint a Sole Arbitrator mutually or on failing to appoint a Sole Arbitrator mutually within the statutory period then either of the parties may file an application before the Hon'ble High Court at Calcutta under the provisions of the Arbitration and Conciliation Act, 1996 for appointment of a Sole Arbitrator by the Hon'ble Court in accordance with the provisions of the Arbitration & Conciliation Act.

vii) The cost of the arbitration, fees of the arbitrator, remuneration of the stenographer and clerk, stamp paper etc. shall be shared equally by the parties, unless otherwise directed by the Sole Arbitrator. The venue of arbitration shall be at Kolkata and unless otherwise decided by the parties or by the Sole Arbitrator himself, the venue shall be the premises of Garden Reach Shipbuilders & Engineers Ltd. located at 43/46, Garden Reach Road, Kolkata - 700 024.

viii) The language of the proceeding shall be in English.

28. **JURISDICTION :-**

All disputes arising out of the contract if required to be referred to a court of law, the jurisdiction of the case would be under Kolkata court irrespective of the location of the vendor.

29. **COMPLIANCE WITH LAWS :-**

Vendor is warranted that all goods purchased against the enquiry shall conform to all applicable city, States and Central Laws, Ordinances and Regulations. Further, Vendor shall indemnify / defend / relieve GRSE harmless from loss, cost of damage, by reason or any actual or alleged violation thereof. The Company shall not be liable under the Workmen's Compensation Act of 1923, in case any employee or workmen of any Contractor receives injury while actually serving his employer in connection with the latter's work inside the compound of GRSE Ltd.

30. GRSE reserves the right to accept any tender or part of a tender or reject any / all tenders without assigning any reason whatsoever.

31. GRSE also reserves the right to split up the tendered quantity and place order on more than one supplier.

32. All other terms & conditions as per GRSE STACs.

IMPORTANT NOTE :-

- 1) TECHNO-COMMERCIAL BID WILL BE OPENED ON THE DUE DATE AND TIME OF TENDER YOU MAY SEE THE STATUS ONLINE.
- 2) 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 "STACS", UNTIL & UNLESS DEVIATION IS SPECIFICALLY MENTIONED IN OFFER.
- 3) GRSE SHALL RESERVE THE RIGHT TO REJECT THE TECHNICAL & COMMERCIAL OFFERS OF THE BIDDERS NOT CONFIRMING TO THE TENDERED REQUIREMENT.