



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
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CIN सी आई एन: L35111WB1934GOI007891

NOTICE INVITING TENDER (NIT)

निविदा आमंत्रण सूचना

Garden Reach Shipbuilders & Engineers Limited, a **leading Warship Builder and Engineering Product Company**, invites interested, reputed, resourceful and financially solvent 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(PRESS)/INSULATION/ASW SWC/056/ET-1907 Dated: 10/11/2022
Job Title कार्य का नाम:	“Biennial Rate Contract for Fitment of FAT Insulation and Elastomeric Nitrile DADO for Various Projects at GRSE”
Location for Execution	At GRSE MW / FOJ / RBD/ KPDD
Tender issuing Dept. बिभाग द्वारा जारी:	Contract Cell (संविदा बिभाग)

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

SCHEDULE सारणी		
Bid submission Starting Date निविदा जमा करने की प्रारंभिक तिथि	05/12/2022	16:00 hrs.
Bid submission Closing Date निविदा जमा की अंतिम तिथि	08/12/2022	12:00 hrs.
Tender Opening Date (Part I) निविदा खुलने की तिथि (तकनीकी- वाणिज्यिकबोली भाग-I)	10/12/2022	12:00 hrs.
Offer Validity Period minimum ऑफर की नियुक्तम वैधता अवधि	120 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 03 of STAC) निविदा प्रपत्र मुल्य (स्टैक के परिच्छेद 03 मे उदधृत)	INR 500/-* (Rupees Five hundred Only)
Earnest Money Deposit (EMD) (refer clause 04 of STAC) बयाना राशि जमा (स्टैक के परिच्छेद 04 मे उदधृत)	INR 10,24,000/-* (Rupees Ten Lakhs & Twenty Four Thousand Only)
Security Deposit (SD) प्रतिभूति	3% of individual Work Order Value (inclusive of GST)
PBG पी बी जी	3% of individual Work Order Value (inclusive of GST)
Liquidated Damages परिनिर्धारित नुकसान	0.5% per week, Max 5% of unexecuted job
Billing Frequency बिल करने की अवधी	Stage wise Progressive bill basis
Evaluation of L1 एल1 का मूल्यांकन	In 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. Non-submission of EMD or a valid MSE/NSIC certificate may lead to offer rejection.

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

Annexure 1 संलग्नक-1	Statement of Technical Requirement (SOTR) (attached with NIT)
Annexure 2 संलग्नक-2	GRSE Standard Terms and Conditions (STAC) (attached with NIT)
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	Price Escalation Details Guideline (attached with NIT)
Annexure 7 संलग्नक-7	Guidelines of Vendor Rating system & performance Evaluation mechanism for job loading (attached with NIT)
Annexure 8 संलग्नक-8	Fire & Safety Guidelines (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 9 संलग्नक-9	Special condition of contract (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)



Annexure 10 संलग्नक-10	Contractors Responsibility (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 11 संलग्नक-11	General Requirement (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 12 संलग्नक-12	Check List for Bill Submission (attached with NIT)
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 SD (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 15 संलग्नक-15	Format for - Bank Guarantee Format for PBG (please refer www.grse.in →Tender→Enclosures Related to tenders of Sub-Contracting Activities)
Annexure 16 संलग्नक-16	Format for - Bank Guarantee for EMD (please refer www.grse.in)
Annexure 17 संलग्नक-17	Check List of Statutory Responsibility of Contractor within GRSE (attached with NIT)
Annexure 18 संलग्नक-18	Format for Integrity Pact (attached with NIT)

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

Self-Attested documents are to be scanned and uploaded with Part I of e-bid ई-बिड के भाग-1 के साथ स्कैन एवं अपलोड हेतु स्वअभिप्रामाणित दस्तावेज		
SL	DESCRIPTION	
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 last three (03) financial years ending on 31st March'22 in support of Financial Eligibility.	Yes
8	Self-certification for not having blacklisted /not received any tender holiday as per format at Annexure 5	Yes
9	PAN /TAN, GST, Labour License Certificate, Registration Certificate of the Company with ROC	Yes
10	Partnership Deed / Memorandum and the Article of Association of the firm confirming partners and lead partner.	Yes



11	Joint Venture Agreement / Memorandum of Understanding with Power of Attorney in favour of lead member.	NA
12	Copies of registration with PF, ESI authorities/ / last challans etc.	Yes
13	Integrity Pact (refer clause 01 of STAC) Annexure 18	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 is 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.
- Registered Vendors with GRSE need not upload documents at Sl. 9 above, if valid documents already submitted / available with GRSE Vendor Registration Cell.
- 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>
3	Integrity Pact	Within 03 days from opening of Part I bid

Note: Above mentioned original Negotiable Instruments as stipulated, to reach to **GM (CC & VD)**, Contract Cell, Commercial Department, New Building complex, 1st Floor, GRSE Main Unit, 43/46, 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 maximum 02 years with an escalation of rates [one time and not on yearly basis] or reduced as per requirement of GRSE production schedule.

(B) Mobilisation Period लामबंदी अवधी- Mobilization of resources to be completed within 10 days from the placement of PO/LOA/Receipt of Site Clearance from GRSE. Purchase Order will be issued Yard Wise for Ships under construction at GRSE.



(C) Job Starting Date कार्य आरम्भ तिथी – Job is to be started immediately after mobilization & in consultation with PL / PCO of respective Ship subject to availability of site clearance, materials and drawings.

(D) Job Completion Schedule कार्य समाप्ती तिथी – The job completion schedule as per required throughput in each ship will be as follows:

Sl	Activity	Required Throughput
a)	Pin Work	Required no. of pins in 500 Sq. m area per week
b)	Each System Coat Painting Coat	500 Sq. m area per week
c)	Fitment of FAT insulation	300 Sq. m area per week
d)	Fitment of Elastomeric Nitrile DADO	100 Sq. m area per week

Details as per SOTR No. **GRSE./HOF/22/04 Date: 24.08.2022.**

(E) Inspection Authority - WOT/Class/QA GRSE/Berth as per QAP.

(F) Place of Work - The job is required to be executed at **GRSE(MW/FOJ/RBD/KPDD).**

ARTICLE 7 अनुच्छेद-7: JOB EXECUTION कार्य निष्पादन -

Job is to be carried out strictly as per SOTR (**SOR No: GRSE./HOF/22/04 Date: 24.08.2022**) at **Annexure-1**, Drawings, GRSE requirement and in case of doubt, instructions of the Engineer-in-charge/ PL OR their nominated representative are to be followed.

The job is required to be carried out for all ongoing and upcoming projects of GRSE.

The Contractor shall maintain a record/register against the material supplied by GRSE to them, indicating the quantity received and installed. The records shall be submitted by the Contractor **quartermonthly** to the Engineer In-Charge / PL or his nominated representative for review and authentication. The Contractor shall prepare and submit a reconciliation document every month and the same shall be duly certified by Engineer In-Charge / PL or his nominated representative. Balance unused materials, if any have to be returned to GRSE by the contractor on completion or termination of the contract.

ARTICLE 8 अनुच्छेद-8: GURANTEE & 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 **Clause 08** of STAC (Annexure 2)

ARTICLE 9 अनुच्छेद-9: PRICE मूल्य -

Price quoted will be firm and fixed till the tenure of the contract of two (02) years. Price is to be quoted with 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 of two (02) years. Thereafter, one-time Escalation will be applicable on the established rates as per GRSE's price



escalation methodology detailed in **Annexure 6**, 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.

The portion of the job completed and pending portion on which the escalated rate is applicable, will be decided through discussion and mutual accordance between GRSE and Contractor, 02 months prior to the expiry of the contractual period. The escalated rates will ONLY be applicable for the portion of work started/executed after the expiry of the contractual period and where the delay is not attributable to the contractor.

ARTICLE 11 अनुच्छेद-11: UNREASONABLE QUOTES अतर्कसंगत भाव -

- a. In case the price of L1 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.
- 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 analyzed 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 is to be valid for **120 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 **120 days** against valid reason.

ARTICLE 13 अनुच्छेद-13: CONDITIONAL OFFER सशर्त प्रस्ताव -

Conditional offers w.r.t. SOTR (Annexure 1) will not be accepted.

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

L1 bidder will be decided on **Totality Basis based on the tendered quantity** indicated in the **Price Bid**.

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 & condition up to variation of **(+300%)** in addition to the initial quantity for individual line items of different projects and the total job value may be increased up to **100%** in addition of initial total job value. Similarly, the quantity of individual items as well as total job value 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 as per SOTR is given below:

SI No.	Item Description	Qty.	UOM
1	Pin work on Steel Structure	3,00,000	EA
2	Pin work on Aluminium Structure	90,000	EA
3	Fitment of FAT insulation on Steel Structure	28,000	SQM
4	Fitment of FAT insulation on Aluminium Structure	8,800	SQM
5	Fitment of Elastomeric Nitrile DADO on Steel Structure	600	SQM
6	Fitment of Elastomeric Nitrile DADO on Aluminium Structure	300	SQM

Note: i) UOM: Unit of Measure ii) EA: Each iii) SQM: Square Meter

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 will also be intimated about their non-consideration for further processing.

ARTICLE 17 अनुच्छेद-17: MICRO & SMALL ENTERPRISES सूछ्म 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: ASSESSMENT OF VENDORS AND DISTRIBUTION OF JOBS TO MULTIPLE BIDDER विक्रेताओं का आंकलन एवं विविध बोली लगाने वालों में कार्य वितरण -

- i. 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.
- ii. 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 qualified bidders chronologically (L2 / L3 / L4 & so on). The vendors who are interested for the job have to accept the L1 rates for execution of the job.
- iii. Distribution of job:
GRSE Ltd. at its discretion intends to distribute the total job to more than one qualified vendor in the tentative ratio of **60:40** for **02 (two)** bidders; **50:30:20** for **03 (Three)** bidders OR, **40:30:20:10** for loading to **04(four)** bidders respectively as per their chronological ranking (L1, L2, L3, L4 & so on)
- iv. Additional future requirement: - To cater future requirements within the tenure of contract, GRSE shall reserve the right to load the job to the other techno commercially qualified bidders



(i.e. L5/L6/L7 & so on) for this tender subject to their acceptance of established rates and each bidder will be loaded ship wise.

Note:

- a) Individual Work Order will be issued Ship wise.
- 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 Criteria तकनीकी मापदंड -** As per SOTR No: **GRSE./HOF/22/04 Date: 24.08.2022 (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 -**

1. Bidder's Average Audited Annual financial turnover during last 03 financial years ending on **31st March 2022** should be at least **Rs. 1.54 Crore.**
2. 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'/DPSUs'/Central & State Govt. Organizations PSUs/Central & State Govt. Organizations or any other Government / Quasi Government Organizations during last 03 (three) years ending on **31st October, 2022**. 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) In 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.

Note: Requisite formats attached with NIT as Annexure 3,4 & 5 of Article 3 to be filled up by the bidders in support of above technical & financial eligibility criteria and the same to be submitted 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 if 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 or, 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.

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.

4. General Contractors assumes 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, Health & Safety rules, regulations, policies, procedures and guidelines when performing work in the facility or site.
5. Bidders objecting on any grounds to any bid specification or legal requirements imposed by these bidding documents shall provide written notice to GRSE within 10 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.



6. Independent External Monitors (IEM) आई.ई.एम -

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 Bam Bahadur Singh,
Height-7; Flat No.1802, Uniworld City,
New Town, Rajarhat,
Kolkata-700160
Email: bbsinghbeml@gmail.com
- B. Shri Pidatala Sridhar, IRS (Retd.)
Flat 2C, Kanaka Lakshmi Apartments
3-6-467 & 468
Street Number-6,
Himayatnagar, Hyderabad-500029
Email: sridharpidatala@gmail.com

7. 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. Refer **Annexure-18**.

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 Integrity Pact in STAC (Sl.No.-1) in GRSE website/ Annexure-1 of the tender]

8. Job is to be carried out as per SOTR and instruction of the Engineer in-charge.
9. 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.
10. 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 CNC, failing which the processing of bid will not be taken further.
11. 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.

12. Bidder has to declare in what capacity he is participating in the tender viz. a PSU, Limited Co, Pvt. Ltd. Co., Sole Proprietorship Organization, Partnership firm, Joint Venture, etc. Supporting documents (scanned copy) confirming such status to be scanned and uploaded as attachment to Part I bid.
13. A Bidder is allowed to submit only one Bid under any capacity / status.
14. Difficulty in submitting the bid prior to submission of offer.:
 - a. Any query/difficulty in understanding of SOTR or other Technical Terms may be got clarified from **Mr. Smarak Sikdar, Manager (PP & C), Mobile No. 75950 46425, e-mail: Sikdar.Smarak@grse.co.in** and Commercial Terms from **Mr. Ashim Kumar Dey, Manager (Contract)/ Main Unit, Mobile No. 75960 23717, e-mail: Dey.Ashimkumar@grse.co.in** prior to submission of offer.
 - b. Any difficulty in submitting / uploading of e-tender or for any system help **Mr. Saraswata Palit, SM (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]
15. **E-mail Address for communication संचार हेतू 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/cppp/> and GRSE website <http://www.grse.in/index.php/tender.html> 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. Issue of addenda / corrigenda will however be stopped 7 days prior to the deadline for submission of tenders as finally stipulated.
 - 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 up to 7 days 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.
- j. 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 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 / Incorrect/ 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. EMD validity period is shorter than specified in the Tender Enquiry.
8. Bidders have indicated / attached / shown any price anywhere else other than as per provision in e-portal [Art.21 (d)], then offer will be treated as cancelled.
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. Bidders not submitting Original instrument of EMD within 7 GRSE working days from the tender closing date.
12. Bidder submitted false/incorrect documents etc.
13. Bidders who have submitted **PRICE** along with Techno-Commercial Bid.

ARTICLE 23 अनुच्छेद-23: POST AWARD APLICABLE CLAUSES ठेका जारी करने के पश्चात लागू उपधारा -

i. Security Deposit प्रतिभूति जमा -

Interest free refundable security deposit of 3% of individual work order value (inclusive of GST) is to be deposited in the manner elaborated at clause 05 of STAC.

The firms' registered with NSIC may be exempted from submitting Security Deposit up to the monetary limit for which the unit is registered. And that Security Deposit will be sought from the vendor if the value of purchase order exceeds than the monetary limit.

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

Work done certificate will be issued by the GRSE nominated officer / PCO of respective ships (based on inspection report as applicable) as per the stages mentioned below:

(i) For Pin work on Steel & Aluminium Structure:

Stages	Description
I	On completion of Pin Welding work
II	On completion of Painting

(ii) For Fitment of FAT insulation on Steel & Aluminium Structure:

Stages	Description
I	On completion of completion of FAT insulation work
II	On completion of handing over of compartments

(iii) For Fitment of Elastomeric Nitrile DADO on Steel & Aluminium Structure:

Stages	Description
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I	On completion of Elastomeric Nitrile DADO work
II	On completion of handing over of compartments

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 progressive basis. Bills are to be submitted considering the Checklist for Bill Submission at **Annexure 12** along with supporting document (Work Done Certificate Copy etc.) at the Bill Receiving Counters located at the respective unit of Company. Bill is to be submitted (in 03 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 Ship related Service Bill, the Name of the person to be mentioned on sealed envelope will be the Bill certifying officer, Project Leader of respective ships OR, his nominated officer.

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

iv. **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 Project Leader of respective ship or AGM/DGM(H & HOF) of respective Unit /their nominated Officer & 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:

(i) **For Pin work on Steel & Aluminium Structure:**

Stages	Description	Percentage Payment
I	On completion of Pin Welding work	80%
II	On completion of Painting	20%

(ii) **For Fitment of FAT insulation on Steel & Aluminium Structure:**

Stages	Description	Percentage Payment
I	On completion of completion of FAT insulation work	80%
II	On completion of handing over of compartments	20%

(iii) **For Fitment of Elastomeric Nitrile DADO on Steel & Aluminium Structure:**

Stages	Description	Percentage Payment
I	On completion of Elastomeric Nitrile DADO work	80%
II	On completion of handing over of compartments	20%



- c. 3% 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 AGM/DGM (H & HOF)/PL/their nominated Officer 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 3% 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 AGM/DGM (H & HOF)/PL /their nominated Officer.
 - e. Payment will be made on actual certification basis.
 - f. **Bill Certifying Authority:** Project Leader of respective ship or AGM/DGM(H & HOF) of respective Unit /their nominated Officer
- v. **Rework** :-In event of requirement to undertake re-work, the vendor shall undertake the same on written instruction of the GRSE Nominated officer or PL / PCO.
1. Rework up to 20% of total work of each service line item on a particular Yard is to be absorbed by the subcontractor at no extra cost.
 2. For Rework beyond 20%, payment will be made at 120% of the relevant service line item.
 3. Any rework arising out of subcontractor's fault is not to be considered within the 20% limit.
 4. A log book for rework is to be maintained by subcontractor. A written instruction for rework duly authenticated by PL or his nominated rep. is to be recorded in the log book.
- vi. **Material Reconciliation:**
1. A logbook is to be maintained by subcontractor where quantities of paints, Pins and insulation materials issued by GRSE and actual quantities consumed in each compartment are to be recorded and the same will be verified by GRSE. Also, in each inspection certificate, quantities of GRSE supply items consumed are to be recorded.
 2. On completion of work, a reconciliation report indicating total quantities of various materials issued by GRSE vis-à-vis total quantities consumed in various compartments are to be forwarded by the firm. Any case of any shortfall/damage of material, the same will be charged to subcontractor's account.
 3. Wastage of GRSE supplied material due to bad workmanship and incorrect use of material at designated location will be to subcontractors' account.
 4. Cost of wasted material will be deducted from subcontractor's bill.



vii. **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.

viii. **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.

- ix. **Contractor's Safety Personnel (संविदाकार के बचाव कर्मचारी) :** 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 25 अनुच्छेद 25: 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 26 अनुच्छेद 26: STATUTORY RESPONSIBILITY OF CONTRACTOR DEPLOYING THEIR WORKMEN INSIDE GRSE PREMISES – AS PER ANNEXURE-17.

ARTICLE 27 अनुच्छेद 27: REGULARIZATION THROUGH GEM PORTAL:

The order/s on selected bidder/s shall be regularized through GeM portal after finalization of prices. Bidders are requested to consider the same during submission of their quotation.

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