



TENDER DOCUMENT

PRICE- BID (Schedule-I)

Tender Ref. No. – NSIC/CHEN/TRANSPORT/2020-21

The Senior Branch Manager
NSIC LTD.,
NO.422, Anna Salai
Chennai-600006.

Sub: Tender for transportation of Paraffin wax – Opening on 05.10.2020 at 4:00 PM

I/We have read your terms and conditions of the above tender. We are agreeable to the same and give below our rates for the transportation of the materials from Manali to Madhavaram stock yard or in and around Chennai within 10KMS distance and from time to time and to weigh, unload the material from Lorry as the tender at following rates.

SI.NO.	Description of work	Rate/MT (in Rs) (in Figures)
1	Handling and Transportation of Paraffin Wax to be transported by Lorry from Chennai Petroleum Corporation Limited (CPCL), Manali to NSIC Godown , Plot No. A12, CMDA Truck Terminal Complex, Ponniammanmedu, GNT Road, Madhavaram, Chennai – 600110	

Rates /MT (in Rs) (in words) _____

Note : The rate quoted shall be for transporting, loading , unloading, weighing , stacking of Paraffin wax and other incidental charges, etc.

EMD in the form of Bankers cheque /DD no _____ dt. _____ For Rs. _____
[RUPEES _____ ONLY] is enclosed.

Yours faithfully,

Tenderer Signature and stamp

Tenderer Signature & Stamp



TENDER FOR TRANSPORT OF PARAFFIN WAX

Tender Ref. No. – NSIC/CHEN/TRANSPORT/2020-21

Opening on 05.10.2020 at 4:00 PM

SCHEDULE II

Approximate quantity of Paraffin Wax materials likely to be transported:

Handling and Transportation of Paraffin wax from Chennai Petroleum Corporation Limited (CPCL), Manali to NSIC Godown , Plot No. A12, CMDA Truck Terminal Complex, Ponniammanmedu, GNT Road, Madhavaram, Chennai – 600110 by lorry	200 MTs per month (approx.)
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Signature of tenderer with seal

Tenderer Signature & Stamp



TENDER FOR TRANSPORT OF PARAFFIN WAX

Tender Ref. No. – NSIC/CHEN/TRANSPORT/2020-21

Opening on 05.10.2020 at 4:00 PM

Bidder's Details

1. Name of Bidder:
2. Complete office address of Bidder
.....
3. GST No.
4. PAN No.
5. Contact details of authorized person of Bidder who have signed the tender.
 - a. Name.....
 - b. Designation.....
 - c. Phone (Office).....
 - d. Phone (Mobile).....
 - e. E mail.....

Signature of tenderer with seal

Tenderer Signature & Stamp



THE NATIONAL SMALL INDUSTRIES CORPORATION LTD.

(A Government of India Enterprise)

422, ANNA SALAI, CHENNAI – 600 006

Ph: 044 – 28293347 / 28294541/28294543

E mail: bochen@nsic.co.in

Website: www.nsic.co.in

Terms and conditions for “Engagement of Transport Contractors ” for handling and transport of Paraffin Wax from Manali to Madhavaram, Chennai :

1. NSIC invites eligible Tenderers for participation in **renting of crane and forklift** tender in **single stage, one envelope method**.
2. Sealed Tenders should be submitted to the Sr. Branch Manager, The National Small Industries Corporation Ltd, Branch Office , 422, Anna Salai , Chennai -600006, by hand or through Speed Post, so as to reach on or before 5.10.2020 by 3pm.
3. In the event of tender being submitted by partnership firm, it should be signed separately by each partner thereof in the event of the absence of any partner, it must be signed on his behalf by a person holding the power of attorney authorizing him to do so. The signature in the tenders shall be deemed to be of the authorized person(s).
4. All the columns of the tender (Schedule-I) should be duly, properly and correctly filled in Rates. Any alterations without proper attestation will not be considered. The rates shall be indicated both in figures and words and the words indicated price shall be supreme in case of any mismatch between word and figures price quoted by tenderer.
5. a) The tenderer should quote for all the items in the tender document, it is clarified that any quotation for partial work will not be considered and such tender will be rejected.
b) The rate quoted shall be kept firm and valid for acceptance for a period of 120 days from the date of opening of the tender.
6. a) The tender should be submitted in the prescribed schedules attached herewith. Tender document fees is NIL. Tender should be accompanied by an earnest money deposit of Rs.10,000/- (Rupees Ten Thousand only) by means of demand Draft on any schedule Bank in favour of **“THE NATIONAL SMALL INDUSTRIES CORPORATION**

Tenderer Signature & Stamp

LIMITED” payable at **Chennai**. The earnest money deposit will not bear any interest under any circumstances. In the event of tenderer not accepting whole of the works covered in the Annexure (if awarded), the earnest money Deposit automatically stands forfeited.

b) The exemption for the payment of EMD will be applicable under Rule 170 & 173 of General Financial Rules (GFR), 2017 for Micro & Small Enterprises (MSEs) as per the “Public Procurement Policy for Micro & Small Enterprises Order 2012”. Relaxed Norms of Public Procurement for startups shall also be applicable for MSEs in respect of EMD and prior turn-over/experience criteria. Units registered with NSIC under Single Point Registration Scheme will be exempted from payment of EMD. To claim the exemption, self-certified copy of valid certificate/proof of registration for the services for which this tender floated, must be enclosed with Technical Bid.

7. **SECURITY DEPOSIT:** The successful tenderer has to remit a sum Rs.50,000/- (Rupees Fifty Thousand Only) towards the security deposit within 10 days from the date of receipt of communication intimating them of the acceptance of their tender. This security deposit also will not bear any interest under any circumstances. TENDER RECEIVED WITHOUT EARNEST MONEY DEPOSIT IS LIABLE TO BE REJECTED.

b) If the successful tenderer fails to act upon his submitted offer or backs out after his tender is accepted, the Earnest Money Deposit / Security Deposit paid by him shall automatically stands forfeited.

8. **QUALIFYING REQUIREMENTS:** The tenderers should produce evidence for their experience in handling and transport of Paraffin Wax material by road for a period of at least one (1) year during the last 03 (three) years from the date of opening of tender. The tenderer should have sufficient vehicles in their own name and capacity and furnish the particulars of the vehicle in the tender. They shall furnish COPY of RC books, ownership, capacity, driver license and document indicating company’s financial soundness. NSIC shall have the right to inspect their facility in order to ensure the same.

9. The tenderer should have a regular office with phone facilities at Manali and Chennai both or in absence of such office should develop one each on becoming successful tenderer.

10. The rates offered under this contract would be firm for the entire period of contract i.e. from the date of engagement upto two (2) years and would not undergo any revision except in case of revision of the associated levies thereto (if any) that may be

revised by the statutory authority. The contractor confirms and agrees to work after lapse of the contract period in exigency conditions for additional three (3) months at the same rates and terms, till a new contract for the succeeding period is finalized.

11. The quality and quantity of Paraffin Wax to be transported to each destination indicated in schedule- I & II is only approximate and may vary considerably depending upon the demand and supply made available by the Main producer of Paraffin wax- CPCL, Manali.

12.a) The Corporation shall have the right to engage any number of other transporter along with the successful tenderer for transporting Paraffin Wax in times of need and exigency. However, this shall not relieve the contractor of his obligations with respect to the performance of this contract.

b) NSIC shall have the right to appoint one or more contractors for the same item of work as per various schedules. In the event of more than one contractor being appointed for the same work, the share of work as allotted to each contractor will be at the discretion of NSIC so as to suit the needs prevailing at that time.

13. a) Vehicles shall report at the stockyard of M/s CPCL, Manali within three (3) hours of the demand raised. It is to be ensured that vehicles are taken inside stockyard before 11.00AM to complete the loading of materials before the closure of stockyard.

b) The contractor shall abide by all instructions and directions issued to him by the Zonal General Manager /Deputy Manager (Business Development)/ Senior Branch Manager /Branch Manager NSIC – Chennai or any other authorized representative in respect of execution of the contract.

In case the vehicles are not placed within the time specified above, the NSIC reserves the right to arrange the transport by alternate means. Under such conditions, any additional expenditure incurred by the NSIC on account of such alternate arrangement would be recovered from the contractor by NSIC.

c) The contractor shall on no account, after taking delivery of the materials, store the same in any other place. If he does so, it will amount to violation of Paraffin Wax control order and tender conditions. In such condition, appropriate action will be taken against him as provided under law or under this contract. For such acts, the contractor will be liable for all action brought against NSIC and for all consequential losses and liabilities.

d) All the materials shall be considered to be in the possession of the contractor in his care and custody, at his risk and responsibility, from the moment these are delivered to the contractor as



authorized by this corporation, till the material is unloaded and stacked at NSIC godown at Chennai or at any other destination at Chennai as directed by the NSIC, safely in the same quality, quantity, condition/length, etc. as taken delivery from CPCL.

e) The contractor shall not, due to any reason whatsoever, cause and delay in the clearance of the goods irrespective of the quantity of materials to be lifted by a number of vehicles that can be needed or the facilities that can be required thereof. The contractor shall clear the materials in full within the stipulated time as given in the delivery order or stipulated by the CPCL, Chennai, whichever is earlier and shall pay damages, if delivered beyond the date and time of intimation by NSIC. All information for vehicle placement on NSIC demand are to be met and confirmed back to NSIC after vehicle placement.

f) If the contractor fails to lift the materials, on more than three occasions during the period of contract as required by NSIC, NSIC reserves the right to terminate the contract at the risk and cost of the contractor.

14. The fines and penalties (if any) imposed on the Corporation or the contractor due to contractor's infringement or non-observance or non-compliance with the rules framed by the Government (Central or State) /local bodies/statutory bodies shall be borne by the contractor (for which the contractor confirms and agrees hereby).

15. The contractor shall send daily report in this regard of the delivery orders in respect of which, materials have been cleared from the respective stockyard and also indicate the delivery orders in respect of which, the materials have not been cleared with the stockyard.

16. The contractor should prepare goods consignment note in quadruplicate (four copies) for the materials transported and send three copies along with the consignment and one copy should be handed over to NSIC office and another one acknowledged copy shall be submitted along with the bill for payment.

17. a) The contractor will raise invoice on the basis of weighment recorded in the delivery challans /bills of the producers /re-roller /firms handed over to him and shall be responsible to deliver the quantities not less than those recorded in the delivery challan to the consignees at the destinations to whom he has to deliver the material. The contractor shall himself ensure about the quality and quantity of the materials in the documents written by the concerned authority before loading them into his trucks.

b) The materials shall be delivered by the contractor duly weighed in at the places specified by the officers concerned of the Corporation in an orderly manner and stacked neatly at the places indicated by such officers.

Tenderer Signature & Stamp



18. In handling consignments, the contractor shall comply with all relevant Railway / port trust rules, regulations and instructions and shall be responsible for all consequential damages, losses, etc. arising out of any such violation or infringement of rules.

19. The contractor shall strictly adhere to all the rules and regulations as laid down by the DIG (Traffic), the regional transport authority / port trust authority or any other authority as the case may be, in the matter of movement of materials /equipments, etc.

20. a) Proper care shall be taken by the contractor for loading, transporting, unloading of materials and delivery to the consignee. In case of any damage or loss of material dispatched, the contractor shall be responsible for such damages, losses and cost of such damages /losses /shall be recovered from the contractor by the NSIC.

b) The assessment made by NSIC for such damages /losses in this regard shall be final and binding on the contractor.

21. a) NSIC shall not be responsible for any damages to the vehicles of the contractor or any damage that may be caused to the contractor vehicles. It is the responsibility of the contractor to make good such incidental damages of his vehicle caused due to any reason. NSIC advises for undertaking a suitable insurance policy for vehicles and the offered prices are deemed to include such costs.

b) The contractor shall be wholly responsible for compensation that may become due to NSIC owing to any loss or damage that may occur to the material during transit, due to accident of vehicles or otherwise. In deciding upon the compensation to be claimed, the NSIC shall take into consideration, the invoice value of the principle suppliers and all the transport, handling and other charges incurred by NSIC .The contractor shall also arrange to insure the vehicles engaged for the work under comprehensive insurance, so that the interests of the NSIC are safeguarded incase of accidents.

c) The contractor has further to arrange for insurance against all risk of the vehicle in transit at his own cost and the costs shall be deemed to be included in the offered price in this tender.

22. a) The rates quoted by the tenderer shall include the charges for loading, transportation, unloading , stacking and any associated work alongwith all taxes, duties, levies, other incidental charges due to the transporter.

b) The contractor shall be paid at the rates applicable as mentioned in the schedule of the agreement pertaining to Paraffin Wax transportation and the contractor shall not be entitled to claim extra payment for any other reason whatsoever unless and otherwise specifically agreed and stated in the agreement.

Tenderer Signature & Stamp

23. It is obligatory on the part of the contractor to carry part loads also, whenever necessary.
24. Income tax will be deducted at the prescribed rates from contractor's bills and all payments are subject to applicable GST.
25. The contractor shall be responsible for any accident caused to the workmen engaged directly or indirectly in the course of the performance of the contract and shall bear the liabilities of payments for any medical expenses and for compensations under the workmen's compensation Act arising out of such accidents.
26. The contractor shall be solely responsible for coverage and payments to be made under the ESI Act and Rules and EPF Act and rules and any other enactments governing contract labours in respect of workers engaged directly or indirectly, or for any part of the work covered by the tender/contract.
27. The contractor shall not part with, transfer or assign wholly or any portion of this contract, directly or indirectly without the consent in writing from the NSIC.
28. The contractor shall be responsible for any act of commission or omission of itself or its agents or any other engaged in execution of this contract.
29. a) In case of any breach of all or any other conditions herein contained, by the contractor or its agent, it shall be lawful for the NSIC to forfeit the security deposit furnished by the contractor without prejudice to and in addition to all and every other remedies open to the NSIC and also to terminate the contract, for any such breach after issuing a notice giving Thirty (30) days' time to show cause against taking such actions.
- b) The NSIC shall be entitled to make alternate arrangement either by itself or with any other party for carrying out the work contained in this contract. There upon all damages, losses, expenses and differences, in costs incurred by the NSIC shall become payable by the contractor during the period this agreement would have been in force but until its termination.
30. The tenderers acceptance of all the above terms and conditions shall be indicated by submission of a copy of it duly signed alongwith the tender.
31. The successful tenderer will be required to execute agreement in the prescribed form embodying all the above terms and conditions for due execution of the tender within seven (7) days from the date of acceptance of the tender. The agreement should be executed in non-judicial stamp paper of value of Rs. 100/- (Rupees One hundred only).
32. The Corporation shall be entitled to terminate this contract/agent by giving thirty (30) days' notice to the contractor in writing by registered post without any liability to pay any



compensation to the contractor. The contractor also has the right to withdraw from the contract after giving thirty (30) days' notice in writing sent by Registered post with acknowledgement to NSIC, Chennai.

33. ABNORMAL LOW AND HIGH RATES:-

The Zonal General Manager of this Corporation reserves the right to reject the lowest or any other tender without assigning any reasons. It is to be understood that this is not only a priced tender and valuation of the relative suitability of the tenderer for the service required by this Corporation as approved by the Zonal General Manager shall be binding on all the tenderers.

34. In all the matters of dispute arising out of this tender, the decision of the Zonal General Manager, NSIC, Chennai will be final and binding on all concerned.

35. The tenders should reach this office on or before 3.00 PM on 05.10.2020 and the same shall be opened at 4:00 PM on 05.10.2020.

36. **LEGAL CLAUSE:** The courts at Chennai alone shall have exclusive jurisdiction in respect of any dispute arising out of this contract.

37. **TENDER EVALUATION CRITERIA:** Tenderer fulfilling all the tender conditions and quoting the minimum price in price Bid shall be declared the successful Tenderer.

38. PAYMENT TERMS:

The tenderer shall prefer his monthly payments by submitting bills complete in all respect along with all necessary supporting documents for processing of his payments by NSIC. Any statutory deduction required, shall be made from the submitted bills, like TDS, etc.

39. **CLARIFICATIONS:** Tenders are advised to visit the site and acquaint themselves with the prevailing conditions for rendering the services. Any clarification can be asked on email: bochen@nsic.co.in or through speed post letter submitted on address mentioned or through application submission in person to Sr Branch Manager.

Tenderer Signature & Stamp