

The National Small Industries Corporation Limited
(A Govt. of India Enterprise)
B.O.- Kolkata
20B, Abdul Hamid Street, 7th Floor, Kolkata - 700 069
Phone: **033-22427066/22435493**, 8618203467 / 7439835618,
e-mail: bocal@nsic.co.in, website: www.nsic.co.in

Tender for Godown operations of Zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and Surrounding Areas

Tender No. Tender No. : NSIC/KOL/HZL/GODOWN/2021-22/04 dated: 05-02-2022

The National Small Industries Corporation Limited a Premier Mini Ratna Government of India Enterprise, requires Service Provider with godown space of minimum 10,000 sq. ft. at Kolkata/Howrah and surrounding areas for storage & handling of minimum 2500 MT per month of zinc products of M/s HZL. Tender Document may be downloaded from our website: www.nsic.co.in or from the CPP portal: www.eprocure.gov.in or may be collected from our office at above mentioned address till 18.02.2022 (12:00 hours). Sealed quotations are invited from interested Service Providers with the rates and plan/layout & drawing of the proposed godown.

Note: In case of any further details required, the same can be collected from the office of NSIC Branch at the address given above from 07.02.2022 to 28.02.2022 (except Saturday & Sunday) between 10:30 hours to 15:00 hours or you may send your query on email bocal@nsic.co.in

Tender value	: Rs.72,00,000/- (Rupees Seventy Two Lakhs Only)
Refundable Earnest Money Deposit	: Rs. 72,000/- (exempted for unit having valid MSME/UAM/Udyam certificate)
Tender Submission End Date	: 28.02.2022 (12:00 hours)
Date of opening of Technical Bid	: 28.02.2022 (15:00 hours)

Signature of the Bidder	
Name, Designation of the Signatory Name of the Company & Seal:	

Sub: 1. Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and surrounding areas**2. Tender No. NSIC/KOL/HZL/GODOWN/2021-22/04 dated 05-02-2022**

Dear Sirs,

We invite your most competitive offer in two bid system in sealed cover for Storage, handling & operation of Godown at Kolkata for Zinc products of M/s. HZL. The scope of work, period of contract, terms of payment, pro-forma for quoting Technical Bid & Price Bid and other terms & conditions of the contract shall be as set out in enclosed tender documents.

The tender shall be duly filled in prescribed formats mentioned at Proforma for Technical Bid and Proforma for Price Bid and all the pages of the tender including the terms & conditions and supporting documents shall be signed by authorized signatory on your behalf & enclosed with your covering letter in two separate sealed covers superscribing on the top of the envelopes "Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and surrounding areas" for Technical Bid and Price Bid separately.

Both the above sealed covers should be further put in one sealed envelope, super scribed "**Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and surrounding areas**" with the above tender reference number and thereafter addressed and submitted to the address given below so as to reach us by 12.00 hours on 28.02.2022.

The Senior Branch Manager
The National Small Industries Corporation Limited (A Govt. of India Enterprise)
20B, Abdul Hamid Street, 7th Floor, Kolkata - 700 069

The National Small Industries Corporation (NSIC) Branch Office, Kolkata is the main Contractor for handling godown operations of Hindustan Zinc Limited.

The tenderers may note that the particulars called for in the Technical Bid have to be submitted by them in the form of answers supported by documentary proof for such information particularly in support of the qualification of Sub-contractors and the requirement as prescribed in the tender documents / terms and conditions. Further sub-contracting is not permitted.

The tenders shall be addressed to Sr. Branch Manager, National Small Industries Corporation Ltd., Kolkata – 700069 and shall be submitted on or before 12.00 P.M. on 28.02.2022.

The Technical Bid will be opened preferably on the same day at 3.00 P.M. in front of the representatives of the tenderers present, if any. The Price Bid of only those Sub-contractors shall be opened who have qualified in Technical Bid and offered the godown premises in accordance with the requirements. Price bids will only be opened if there are minimum three technically qualified bidders.

NSIC reserves the right to accept or reject any tender, and to annul the tendering process and reject all tenders at any time prior to contract award, without thereby incurring any liability to tenderers.

Yours faithfully,

Signature of the Bidder	
Name, Designation of the Signatory Name of the Company & Seal:	

Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and surrounding areas

Tender No. NSIC/KOL/HZL/GODOWN/2021-22/04

Date: 05-02-2022

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Name, Designation of the Signatory Name of the Company & Seal:	

Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and surrounding areas

Tender No. NSIC/KOL/HZL/GODOWN/2021-22/04 dated 05-02-2022

General Terms and conditions of the contract

1. NSIC is desirous of appointing a Sub-contractor / consignment agent (hereinafter called the Sub-contractor) for providing storage handling and invoicing services and all other incidental services related thereto (hereinafter called the services) for various products of M/s. HZL (hereinafter referred to as HZL) at Kolkata. The general terms and conditions shall be as under :
2. The Sub-contractor should have necessary experience, expertise, ability, infrastructure and personnel including tie-ups with other service providers to render the services. Tie-ups relate to those facilities which are not owned by the sub-contractor but can be used on hiring basis like hydra, forklift etc. The Sub-contractor should have necessary approvals, registration and licenses required for rendering the Services.
3. Term of the contract.

The term of the contract may be one year or more/less or up to continuation of HZL contract with NSIC whichever is earlier unless terminated as per procedure. Provided, however, the obligations incurred by the respective parties prior to such termination shall survive such termination and shall continue to bind the parties after such termination. The contract may be renewed for such further periods as may be mutually agreed prior to the expiry of the term of the contract or any extensions thereto. Any such extension shall be in writing signed by both the parties.

4. Storage/Warehousing Facility:

- 4.1 Sub-contractor shall offer an independent godown having a covered area of minimum 10,000 sq ft. with RCC flooring and ability to unload/stock/load a minimum of 2500 MT of zinc products per month. The godown should have separate room/cabins for office space and requisite toilet and other incidental facilities for operation of the depot.
- 4.2 The Sub-Contractor shall have to enter into an agreement with NSIC as per standard format of NSIC. The agreement may initially be for a period of 1 year and may be renewed subject to the performance of the Sub-Contractor.
- 4.3 Any time during the period of the contract, on 30 days intimation, NSIC shall be entitled to surrender/move out from any of the depots/warehouse and may call upon Sub-contractor for finalizing another depot/warehouse at any other location at Kolkata. Sub-contractor shall within 10 days intimate and offer the depot/warehouse to NSIC and upon confirmation by NSIC within 10 days thereafter shift to another depot/warehouse on the same terms and conditions set out herein. The cost incidental to the shifting of such operation shall be borne by Sub-contractor.
- 4.4 The depots/warehouses offered by Sub-contractor shall be the ones owned by Sub-contractor or acquired/arranged by them by way of lease, license or otherwise for being offered to NSIC. However, with regards to depots/warehouses not owned by Sub-contractor, it shall ensure that NSIC shall get continuous and uninterrupted use of the said depot/warehouse during and under the terms of the contract.

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Name of the Company & Seal:	

4.5 The depot/warehouse shall be of concrete structure and with adequate office space for NSIC / HZL representatives to keep their records and documents.

4.6 The depot/warehouse shall contain weighing scales of 3 MT capacity and along-with adequate number of hydra and fork lift for operational facility as handling arrangement.

4.7 Sub-contractor shall ensure adequate security of the depot / warehouse in which the material is stored for safe keeping of the goods and HZL shall obtain full insurance coverage of material against burglary, theft natural calamity and civil commotion etc and provide copy of such policy to Sub-contractor.

4.8 Sub-contractor shall give facilities to the representative of NSIC/HZL for checking of stocks, stacking arrangements or to conduct surprise stock verification etc. at any time without any prior intimation.

4.9 Sub-contractor shall provide additional labour through handling arrangement for stock verification, if necessary and adequate weighing facilities also.

4.10 Sub-contractor shall ensure a six-day a week working at the depots/warehouses with a provision for Sunday working (if required by HZL/NSIC). Normal working hours shall be 10.00 a.m. to 6.00 p.m. subject to the completion of all loading, unloading and allied activities.

4.11 Computer including software, printers, UPS of appropriate capacity and VSAT /SAP package shall be provided by HZL and the Sub-contractor will facilitate their installation like earthing, lighting and platform etc. Operational expenses shall be borne by Sub-contractor.

4.12 Telephone facility (one independent landline) with e-mail are to be provided by Sub-contractor.

4.13 Sub-Contractor shall take adequate measures/pre-cautions to safeguard the materials at godown against theft, pilferage, damages of any kind. Any loss /shortages occurred during storage shall be recoverable from Sub-Contractor without prejudice to any other actions.

4.14 This agreement would be subject to "Force Majeure" circumstances including Act of God, any event of stoppage of work in any establishment of NSIC/HZL/Sub-Contractor due to riots, strike, fire, lightning, tempest, cyclone, typhoon, hurricane, flood, Lockout, trade disputes, breakdown accident, Government Action/Orders and shortage of material or causes beyond the control of NSIC/HZL/Sub-Contractor.

4.15 During the execution of the contract if any accident arises resulting in death or injury to any person including employees of Sub-Contractor, then Sub-Contractor shall be liable to bear all expenses/compensation and indemnify NSIC/HZL from any demands, claim or proceedings occasioned or instituted by such injured person or on his/her behalf.

4.16 If Sub-Contractor fails to execute the work and responsibilities and fulfill the terms and conditions of the NIT, NSIC/HZL shall have the right to utilize the services of any other party for execution of the contract and recover from Sub-Contractor charges/expenses/ losses/damages suffered by NSIC/HZL. The alternative arrangement at the risk and cost of Sub-Contractor shall be made by NSIC/HZL without any notice. This will be without prejudice to the rights of NSIC/HZL for any action including termination of contract.

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4.17 That the agreement entered into with the successful bidder will be governed by the rules and regulations as may be specified by the Govt. of India or State Govt. from time to time in so far as they are applicable to the sale and storage of the products covered thereby. The agreement shall be subject to exclusive jurisdiction of Courts at Kolkata. In case of High Court, it is the High Court of West Bengal which shall have the jurisdiction.

5. Handling Facility: -

5.1 Sub-contractor shall provide handling facility for all the goods of HZL / NSIC which would include unloading from trucks/containers, stacking in depots/warehouses and restacking at the time of the loading into trucks/containers. Weighment at the time of receipt of consignment & dispatch will be done for cross checking of stocks and authenticity of received/delivered consignments. Weighing of arrivals shall be done by Sub-contractor at their cost.

5.2 That HZL shall dispatch material from their Works / other Stock Points/ports to the Sub-contractor depot/warehouse. Sub-contractor will unload the said material on receipt and take into stock. If the incoming material is +/- 0.5% of the Invoice weight, a necessary receipt on unloading shall be duly issued. On receiving the goods, Sub-contractor will ensure that the consignment is in order with all the relevant documents and the weight received is in conformity with the description given on the Invoice and G.R.

However, in case the shortage exceeds 0.5% (+/-), or +/- 50 kgs. of the total weight of consignment which is a truck load normally, Sub-contractor will immediately inform the designated office of HZL / NSIC by e-mail or telephone for spot verification by HZL / NSIC representative and meanwhile segregate the consignment for checking by latter. The findings of the HZL / NSIC representative will be binding on both the parties. In the event of any shortage of goods lower than the agreed 0.5% in terms of weight or short /excess number of Ingots as per the Invoice or LR, Sub-contractor will issue a short delivery certificate, to the transporter. However, if the Transporter refuses to accept such a certificate, Sub-contractor will immediately inform the designated office of HZL / NSIC of the same. Similar exercise needs to be done by Sub-contractor in case of transporter not submitting original papers/documents of the consignment

5.3 Sub-contractor agrees to deliver the material only against delivery order issued by HZL / NSIC. Sub-contractor will simultaneously prepare Invoice and other relevant documents, showing the full details of the material actually delivered and obtain customers signature thereon to the effect that they have received the material fully and correctly.

5.4 That Sub-contractor shall take all steps for proper custody of the goods from the time of unloading till its disposal and any loss or shortage shall be borne by Sub-contractor. All expenses, if any, of loading and unloading by mechanical means i.e. by forklift as also for manual loading and unloading, charges shall be borne by Sub-contractor. However, if any Octroi or such other similar charges shall be raised under any local laws prior to its unloading at the agreed Depots/Warehousing, the same shall be borne by the HZL.

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6. Specific responsibilities of Sub-contractor:

Sub-contractor hereby further undertakes that it shall be responsible for the honesty and integrity of its Persons, Employees & Representatives and agrees to indemnify and keep HZL / NSIC indemnified for any loss (es), cost(s), expense(s), damage(s) etc. that HZL / NSIC suffers/incurs as a consequence of the dishonesty and doubtful integrity of its Employees & Representatives and Persons. Without prejudice to the general responsibilities and liabilities of Sub-contractor provided elsewhere in this contract, Sub-contractor shall be exclusively responsible, or, as the case may be, liable for the following:

- Security Guards at the Depot/Warehouse round the clock.
- Payment of the loss or theft or shortfall or discrepancy in goods for any reason, while or in the custody of Sub-contractor or its Person or the Employees & Representatives.

7. Replacement:

In case HZL / NSIC finds that any of the Employees & Representatives and /or Persons of Sub-contractor do not satisfactorily comply with standards of integrity, efficiency or punctuality or where HZL / NSIC is of the opinion in it's sole discretion that any of the employees & Representatives/Persons needs to be replaced, Sub-contractor undertakes upon written request of HZL / NSIC to do so, to replace him/them forthwith with another/other person(s).

8 Rotation

Except for personnel trained for SAP by HZL / NSIC, Sub-contractor agrees to rotate the Persons and Employees & Representatives engaged or employed in providing the Services in such a way as to ensure that the same Persons and Employees & Representatives shall not be used continuously on the same beat for longer than 24 months.

9 Identification

All Persons and Employees & Representatives of Sub-contractor rendering Services shall carry a photo identity card and shall identify themselves to HZL / NSIC, when demanded. It shall be the responsibility of Sub-contractor to take appropriate and foolproof security measures in this regard.

10. Following incidental facilities and other terms agreed :-

10.1 Sub-contractor shall maintain proper record and accounts in respect of stocks and dispatches and also of G.R's in respect of stocks received by them at the depot/warehouse. Sub-contractor shall also keep registers incorporating therein the opening balance, receipts and sale during the month and the closing balance. The Sub-contractor shall make available all the requisite records for the purpose of filing GST returns for which HZL / NSIC shall provide necessary help in this regard.

10.2 Sub-contractor shall at depot/warehouse provide a computer-trained staff for necessary documentation, data transfer, and generation of various reports, MIS Reports etc. for HZL / NSIC. In addition, Sub-contractor shall provide minimum of 2 personnel at the depot/warehouse for SAP (System Application and Processing) handling and agrees that such personnel shall not be transferred by Sub-contractor without the written consent of HZL / NSIC. As regards SAP training of persons, it shall be the responsibility of HZL to impart training to such personnel at no additional costs.

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- 10.3 That all records of receipts and deliveries and stock shall be properly maintained by Sub-contractor in proper form as may be prescribed by HZL / NSIC and will be made available to HZL / NSIC for Internal Audit verification and physical examination.
- 10.4 Sub-contractor shall submit monthly storage and Handling Bills to NSIC in the first week of following month for which the bill is raised. The payment shall be subject to receipt of the same from HZL with deduction of TDS and any other statutory levy as the case may be.
11. Covenants of Sub-contractor: Sub-contractor covenants that it shall:
- 11.1 conform in all respects with the provisions of any such statute, ordinance or law and the regulations or bye laws of any local or other duly constituted authority which may be applicable to the provision of the Services and with such rules and regulation of public bodies and companies as applicable to Sub-contractor and shall keep HZL / NSIC indemnified against all penalties and liability of every kind for breach of any such statute, ordinance or law, regulation or bye-law in relation to storage and handling of zinc products at the depot.
- 11.2 ensure compliance with the provisions of the ESI, EPF, Workman’s Compensation, Minimum Wages, and Contract Labour (Regulation and Abolition) Act, if applicable.
- 11.3 ensure that all personnel employed by Sub-contractor (except for personnel specifically to be trained by HZL / NSIC for SAP handling) are fully computer trained to provide the Services.
- 11.4 ensure that the Sub-contractor and/or the personnel employed by Sub-contractor shall not at any time use the name and/or trademark/logo of HZL / NSIC in any manner at all.
- 11.5 ensure that sufficient backups are available to ensure that providing of the Services are not disrupted due to absenteeism or shortage of equipment or power etc. at any point of time.
- 11.6 render the Services in a timely, efficient and professional manner and to the satisfaction of HZL / NSIC.
- 11.7 shall not have any right to pledge or hypothecate the material. The Sub-contractor shall hold the material in trust on behalf of HZL / NSIC and exhibit near the entrance to the depot/warehouse on a prominent place indicating the ownership of HZL / NSIC in respect of the goods stored therein.
- 11.8 address all complaints and observations made by HZL / NSIC in respect of the Services.
- 11.9 be responsible and liable for all the activities of its representatives through which the Services are provided and the damage if any caused by such staff to any person and/or property.
- 11.10 ensure compliance with all applicable laws in rendering the Services.
- 11.11 shall indemnify and hold harmless HZL / NSIC from any and all losses, claims, expenses and liabilities (including attorney – client expenses) arising out of a breach by Sub-contractor in complying with the Sub-contractors obligations arising under this contract.
- 11.12 shall carry out the instructions issued by HZL / NSIC from time to time in respect of sale of its products in form of ingots etc. and for the purpose, HZL / NSIC will also have an overall supervision and access to the Sub-contractors depots/warehouses storing HZL / NSIC products/goods.

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12. No relationship of employer and representative

The contract shall be on a HZL-to-HZL basis and nothing shall be deemed to constitute the Sub-contractor or its Persons or Employees & Representatives as the representative of HZL / NSIC or to set up the relationship of employer employee, HZL agent, master servant or such similar relation between HZL / NSIC and Sub-contractor or its Persons or Employees & Representatives. It is expressly agreed and declared that all such persons will be and continue to remain the representatives only of Sub-contractor for all intent and purpose. Sub-contractor hereby undertakes full responsibility for the payment of all wages, dearness and other applicable allowances, bonus, provident fund, gratuity and all other forms of remuneration applicable under law or under any contract, award or settlement to it's Employees & Representatives and Persons and deduct from the remuneration payable to such persons all applicable taxes, provident fund and other statutory contributions or payments. HZL / NSIC will not be responsible or liable in any manner whatsoever for any such payments, contributions or deductions.

13. Review

The HZL / NSIC shall be entitled to periodically review the arrangements, processes and controls specified or contemplated in the contract and make changes where required on a mutually agreeable basis.

14. Termination:

The Sub-contractor and NSIC, both shall have an unconditional right, on 30 days notice to terminate the contract in case:

- Both the parties commit a breach of any of the terms and conditions of the contract.
- Any winding up/insolvency proceedings are instituted against either party or any legal proceedings for recovery of moneys or attachment are levied against the assets of either party.
- Either party enters into any compromise or arrangement with it's creditors;
- In the opinion of either party, their interest or that of their customers is in jeopardy.

The termination shall not affect the rights and obligations of the parties arising prior to such termination. In such case, the goods lying in consignment account, in the custody of Sub-contractor shall always vest with HZL / NSIC and they shall have the right to recall the material at any time and Sub-contractor shall not be entitled to claim any lien over the same except for the amounts payable by HZL / NSIC under this contract.

15. No Adjustments to be made

Sub-contractor shall not make any form of settlement and / or adjustment against any payment due to it by selling or otherwise encumbering the goods in its Depot/Warehouse.

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16. Miscellaneous :

The contents of the contract shall be treated as strictly confidential by the Sub contractor. Sub-contractor undertakes to maintain strict confidentiality and secrecy in respect of transactions handled by itself or its employees and representatives and persons under the contract. However disclosure of any part of the contract to any Court of law or to any regulatory authority or to auditors or to government agencies or to third parties pursuant to any law, regulation or order of a court or regulatory authority of competent jurisdiction shall not be construed as a breach of this clause.

- 16.1 The contract will apply to the benefit of and be binding upon any successors and permitted assigns of the Parties .
- 16.2 Any waiver or failure by HZL / NSIC to claim or enforce a breach of any of the provisions of the contract shall not be deemed to be a waiver of any subsequent breach or as affecting in any way the effectiveness of such provisions.
- 16.3 No amendment, change, variation or modification of any of the terms or conditions of the contract shall be valid or binding unless made in writing and signed by the parties.
- 16.4 If any provision of the contract is adjudged by a Court to be void or un-enforceable, the same shall in no way affect the other provisions of the contract, or the validity and enforceability of the other terms of the contract.
- 16.5 All notices, requests, demands or other communications which are required or may be given pursuant to the terms of the contract shall be in writing and shall be deemed to have been duly given and received at such address/phone no. and number as provided by the Sub-contractor and NSIC: (i) on the date of delivery if delivered by hand or by confirmed email; (ii) upon the date of the courier's/postal departments verification of delivery at the specified address if sent by an internationally-recognized express courier or registered post; provided that if such day is not a Business Day then the notice, request, demand or communication shall be deemed to have been given and received on the next Business Day following such day. Any notices, requests, demands or other communications transmitted by mail or other form of recorded communication shall be deemed given and received on the first Business Day after its proper transmission to the email address given by the parties or in the subsequent letters / notices. For the purposes of this Clause, the term "Business Day" shall mean a day on which the commercial banks located in Kolkata are open for business during normal banking hours.

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17. Qualification of Sub contractors:

- 17.1 The Sub-contractor should be a reputed person, firm or company in existence and carrying on similar godown activities for minimum three years and should have the valid authority to submit quotations and enter in to handling agreement with NSIC.
- 17.2 Sub-contractor should have a valid GST registration and Permanent Account Number (PAN) from appropriate authorities.
- 17.3 The Sub-contractor should have experience in handling godown business which includes loading & unloading of material / stacking of materials / SAP invoicing etc. and allied activities; for minimum last three years and should have handled a minimum quantity of 50000 MT per annum (minimum total 1,50,000.00 MT during last three financial years) of zinc products or other non-ferrous metal products only. No other line of business experience will be considered in this regard.
- 17.4 The Sub-contractor should have the necessary permission / Authority / Licence from the concerned local or municipal authorities to operate the handling of the nature of the products offered.
- 17.5 The Sub-contractor should own or possess the godown premises under hired/leased agreement valid for a preferable minimum period of two years.
- 17.6 The Sub-contractor should own or possess sufficient handling equipments under hiring arrangement in order to ensure continuous and permanent availability of same at godown for uninterrupted services.
- 17.7 The Sub-contractor should have necessary approvals, registration and licenses required for rendering the Services.
- 17.8 The Sub-contractor should attach the necessary proofs of above arrangements / qualifications along with the technical bid. In case of premises, a firm letter of intent from the landlord to this effect must be submitted.

18. Description of Premises for operation of Godown :

- 18.1 The stockyard / Godown offered for the purpose should have a covered area of minimum 10000 sq. ft. or more with RCC flooring. The Godown should have ample space for movement of fork-lift / Hydras inside, for the purpose of unloading / loading and stacking. Godown centre height should be minimum 25 feet and without any pillars posing obstruction to work.
- 18.2 The godown should have preferably multiple doors i.e. entry / exit points for simultaneous loading / unloading operations.
- 18.3 The godown should be proximal and well connected to main road and approach should be wide and clear without any obstacles.

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- 18.4 The godown should ideally be located at a place where there is no restriction in movement of vehicles throughout the day and night.
- 18.5 Godown should have ample parking space for accommodating the parking and free movement of trucks/container/multi-axle vehicles etc.
- 18.6 The godown should have fire fighting equipments in appropriate numbers, pest control and all other provisions for safety of individuals operating inside the godown as well as of the material.
- 18.7 Godown should have weighing (kanta) facility within a vicinity of 500 Mtrs so as to ensure smooth and timely operations.
- 18.8 NSIC reserves the right to accept or reject, partly or fully any or all the bids without assigning any reason whatsoever.

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Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and surrounding areas

Tender No. NSIC/KOL/HZL/GODOWN/2021-22/04 dated: 27-01-2022

PROPOSED SITE ADDRESS

1. Address of the Godown:

2. Area of the godown :

3. Plan / lay out of the godown :
(To enclose separately)

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Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and surrounding areas

Experience in Similar Work Executed

S. No.	Year	Work Description	Value of the work in Rs.	Place of work	Ref of relevant document- Work order, execution/completion certificate (to be submitted)
1					
2					
3					
4					

Signature of the Bidder Name, Designation of the Signatory Name of the Company & Seal:	
------------------------------------------------------------------------------------------------------	--

Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL) at Kolkata/Howrah and surrounding areas

Special Instructions to Bidder

Bidder is requested to ensure that all supporting documents submitted along with their offer shall be duly attested by the bidder. The non-attested copies of supporting documents shall not be considered for evaluation and the offer will be liable for rejection.

Bidders are requested to follow instructions as mentioned below in addition to any other instructions/guidelines mentioned anywhere else in tender documents:-

1. Bidders are instructed to:
 - 1.1. Read the bid document carefully.
 - 1.2. Seek clarification and get themselves satisfied prior to submission of bid documents.
2. Bidders are requested to submit bid without any deviation(s).
3. Bidders are advised to provide all information/documents/data etc. asked in tender document issued by NSIC.
4. The Bids submitted by the Bidders along with Price Offer shall remain valid for a period of 60 days from the scheduled date of opening the Technical Bid.
5. No further correspondence shall be entertained for non-submission of any information/documents/data and the tender shall be evaluated based on the information/ document/data available with the tender.
6. Repeated once again that no further correspondence shall be entertained for non submission of any information /documents/data and the tender shall be evaluated based on the information/documents/data available with the tender.
7. The bidders who download the tender documents should not edit or modify the documents in any manner. If any discrepancy is observed between the submitted bids and master documents of NSIC, the same will amount to tampering of the documents and a breach. Such bids will be rejected.

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**Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL)
at Kolkata/Howrah and surrounding areas**

TECHNICAL BID

Tender No. NSIC/KOL/HZL/GODOWN/2021-22/04 dated 05-02-2022

(Please furnish details and submit documents mentioned hereunder. Use separate sheet if necessary)

<p>A. Sub-contractor Details :</p> <p>i. Constitution</p> <p>ii. Residential Address</p> <p>iii. Business Address</p> <p>iv. Copy of GST No.</p> <p>v. Latest ITR / PAN</p> <p>vi. Copy of Balance Sheet of last 3 years audited</p> <p>vii. Experience certificate of Consignment Agency (as per annexure III)</p> <p>viii. Quantity handled p.a. (in MT)</p>	
<p>B. Godown Premises :</p> <p>i. Address</p> <p>ii. Area in Sq. Feet</p> <p>iii. Site Plan Attached</p> <p>iv. Compliance of Safety, Height & Other conditions. (Furnish details)</p> <p>v. Owned / Rented</p>	
<p>C. Handling Equipments :</p> <p>i. No. of Hydras</p> <p>ii. No. of Forklifts</p> <p>iii. Owned / Hired</p>	
<p>D. Please attach copies of the documents as per Constitution of the bidder:-</p> <p>i. Power of Attorney</p> <p>ii. Partnership Deed</p> <p>iii. Board Resolution</p> <p>iv. M&A of Association</p>	

<p>Signature of the Bidder</p> <p>Name, Designation of the Signatory</p> <p>Name of the Company & Seal:</p>	
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Price BID

Tender No. NSIC/KOL/HZL/GODOWN/2021-22/04dated 05-02-2022

**Tender for Godown operations of zinc products of M/s Hindustan Zinc Ltd.(HZL)
at Kolkata/Howrah and surrounding areas**

The Sub-contractor hereby quotes the following rates for carrying out the job of Sub-contractor / consignment agent in accordance with the tender terms and conditions as under:

	Rates per MT for handling up to the minimum assured quantity of 2500 MT per month (excluding GST)	Rupees : _____ / MT
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1. The rates quoted are un-conditional and cover all expenses involved or anticipated in accordance with the tender terms and conditions.
2. All terms and conditions of the tender as stipulated by NSIC are acceptable.
3. GST shall be paid extra on quoted amount.
4. Bids received shall be evaluated for lowest quoted rate.
5. An additional sum at rate of Rs.130/- per MT will be payable by NSIC for quantities delivered above 2500 MT/month.

Signature of the Bidder Name, Designation of the Signatory Name of the Company & Seal:	
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