



**NATIONAL SMALL INDUSTRIES CORPORATION LTD.
(A Government of India Enterprise)**

Southern Region: Bengaluru

Tender for Storage, Handling and Operation of Stockyard at Bengaluru for an estimated quantity of 4800 MT per annum of Aluminum Ingots, Sow Ingots, T-Ingots, Wire rod coils, Billets Cast strips, Rolled Products, and/or any other products for 1 year.

(Techno Commercial Bid)

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

DISCLAIMER

- The tender published on this site are for public dissemination for the tendering activities of NSIC as per CVC guidelines.
- 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.

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

To,

Sub: Notice inviting tender for storage, handling and operation of stockyard at Bengaluru for an estimated quantity of 4800 MT of NALCO's Aluminum metal and other products for a period of one year.

Dear Sir (s),

Tenders in 2 part tendering system i.e. Techno Commercial Bid (par-I) and Price Bid/BOQ (part-II) are invited on our website www.nsic.co.in for quoting the rates for storage, handling and operation of stockyard at Bengaluru for Aluminum Ingots, Sow Ingots, T-Ingots, Wire rod coils, Billets. Cast strips, Rolled Products, and/or other products of NALCO.

1. The bid shall be submitted in two parts namely "Techno Commercial Bid (Part-I)" which is as per table of contents and "Price Bid/BOQ (Part-II)" strictly in the following manner:

a. Techno Commercial Bid:

- i. Acceptance of General conditions of contract and special conditions of contract by way of signing on each page of Annexure-I & II.
- ii. Address of Proposed stockyard at Annexure-III.
- iii. Complete information and documents indicated at Annexure IV to X.
- iv. Special instructions to bidders check list for submission of offer by signed on each page.
- v. Submission of copy of the un-priced bid. Any condition attached in the price format not indicated in the un-priced bid shall be ignored during evaluation.

The "Techno Commercial Bid" shall be filled, signed, stamped and submitted to this office at below address.

The National Small Industries Corporation Limited,
(A Govt. Of India Enterprise)
No. 25, Ist Main Road, KSSIDC Industrial Estate,
6th Block Rajajinagar, Bangalore - 560010.

Note: The **Techno commercial Bid** should not contain the rates offered by the tenderer.

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

b. Price Bid:

The “Price Bid (Part-II)” should contain the rates for the various service charges and should be submitted strictly as per the format at Annexure-XI. The “Price Bid” should be submitted in BOQ format only.

2. **Please go through the ‘instruction to the Bidders for the submission of bids carefully before submission of bids online.**
3. The tender for “**Storage, handling and operation of stockyard at Bengaluru** with the above tender reference number, and should be submitted online on or before 05.12.2016 latest by 15:00hrs.

The Techno Commercial Bids will be opened at 15:00 hrs IST of 05.12.2016. In case any holiday is declared on the scheduled date of tender receiving/opening, the date will be the next working day or thereafter at the earliest convenience. The stockyard sites proposed would be visited by NSIC Authorities/Committee Members after opening of Techno Commercial Bids. Price bids of techno — commercially qualified parties only shall be considered for opening.

Earnest Money Deposit: Earnest Money Deposit of Rs 25,000/- (Rupees Ten Thousand Only) and **Tender Fees of Rs. 2,000/-** (Rs. Two Thousand Only) will have to be submitted by the participating agency in the form of DD in favour of “National Small Industries Corporation Limited (Payable at Bangalore)” and will only be returned after selection of final bidder. Agencies registered with NSIC are exempted from the payment of EMD.

4. NSIC reserves the right to accept or reject, partly or fully, any or all the bids without assigning any reason whatsoever.

Thanking you.

**Yours faithfully,
For National Small Industries Corporation Limited**

**(V Suresh Babu)
Sr. Branch Manager**

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

Table of Contents

Sl. No.	Description	Page No.	No. of Sheets
1	Annexure-I: General Conditions of Contract	6 – 13	8
2	Annexure-II: Special Conditions of Contract	14	1
3	Annexure-III: Proposed Stockyard Address	15	1
4	Special Instrucitons to Bidders	16 – 18	3
5	Checklist for Submission of Offer	19 – 21	3
6	Annexure – IV to X	22 – 28	7
7	Annexure – XI: Un Price Bid	29	1
8	Annexure – XII: Bank Mandate Format	30	1
9	Indemnity & Custody Bond	31 – 32	2
10	Instructions to the bidders for the submission of the bids.	33	1
11	BoQ format	34	1

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

General Conditions of Contract

For storage, Handling & Operation of Stockyard at Bengaluru.

A. Scope of Work:

NSIC is desirous of appointing an agency for handling and storage of NALCO products Aluminum Ingots, Sow Ingots, T-Ingots, Wire rod coils, Billets Cast strips, Rolled Products, and/or any other products at Bengaluru (Karnataka). The terms & conditions on the contract will be as mentioned hereunder.

1. The agency shall arrange for pucca and covered safe godown space measuring approx. 3000 sq.ft. at their cost and store the material in such godowns. Agency shall be responsible for making watch & ward arrangement for the godowns and shall take all steps for proper custody of the goods from the time of unloading till the disposal of goods.
2. Agency, shall facilitate weighing of materials with the help of adequate number of weighing scales. All Charges for weighment of material during receipt as well as dispatches to be borne by agency. They will also provide crane, forklift, chain pulley, belt sling facilities for unloading, stacking & delivery of NALCO products requiring mechanical handling in the warehousing and / or manual labour as may be required.
3. On arrival of the consignment at the warehouse, agency shall undertake all the work connected with the unloading, weighing and stacking of all categories of NALCO products & loading the same at the time of delivery as may be assigned to them by NSIC.
4. That agency will carry out the instructions issued by the NSIC from time to time in respect of sales of Aluminum Ingots, Sows, T-Ingots, Billets, Wire Rods, Rolled Products, etc. and for that purpose NALCO will have an overall supervision and access to agency's godown.
5. That NALCO will dispatch material from their plant at Nalconagar, Angul, Dist Angul (Orissa) and /or from other Plant / other stockyards to agency's godown at Bangalore. On arrival of materials, agency will collect relevant dispatch details/documents from transporters / NALCO's Bengaturu Office. The said materials on receipt at godown will be unloaded by

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

agency and necessary receipt on unloading shall be duly issued and also sent immediately to NALCO's office in Bengaluru. On receiving the material, agency will ensure that the description and quantity is in conformity with the description given on the Challan & GP. Any discrepancy greater than +/- 0.5% need to be informed to NALCO immediately and would be sorted out by joint inspection by NALCO and the agency.

However, in the event of any shortage, agency will obtain shortage certificate from transporters and immediately inform NALCO's office in Bengaluru for lodging claims with the Transporters/Insurance Co.

6. That the agency will deliver the material only against delivery instructions issued by authorized signatory of NALCO's office at Bengaluru and send the documents immediately/next working day. Agency will also obtain customer's signature thereon, to the effect that they have received the material as per the challan-cum-invoice. Wherever required, agency will also obtain L/Rs from concerned transporters on delivery of material, as per NALCO's instructions & courier the same immediately/next working day. Xerox copies of test certificates have to be provided by the agency along with invoices to customers.
7. NALCO shall send dispatch intimation to agency by fax/e-mail. Agency shall intimate to NALCO all consignment remaining in transit for more than a month from the date of dispatch to enable NALCO to lodge claims with transporters/ Insurance Company for missing trucks/shortage
8. Agency will send a stock report daily along with the copies of L/R, etc. in respect of sales upto that period along with a statement showing item-wise breakup of stocks received, delivered and balance material in warehouse. Agency's official should be present strictly on all working days of NALCO.
9. That the agency shall take all steps for proper custody of the goods from the time of unloading in premises till its disposal and any loss or shortage during such custody shall be borne by agency. Any type of charges applicable at the time of unloading, loading etc will have to be borne by the agency & should be inclusive of rates quoted by the agency. No extra charges will be paid by the transporters belonging to either NALCO or its customers. However, any Octroi or such other similar statutory/local charges as may be raised under any local laws; the same shall be borne by NALCO against, proper receipt. NALCO would pay the restrapping charges upon receipt from NALCO as per agreement for Ingots stacks, Wire

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

Rod coils, Rolled Products, other products. etc. However, for such restrapping quantity, the basis would be quantities specifically mentioned to be rebundled on the Challan/LR at the time of receipt of metal at the stockyard by road.

10. That the agency shall not have any right to pledge or hypothecate the material and shall hold the material on behalf of NALCO. Agency will exhibit near entrance to the godown in a permanent place indicating the ownership of NALCO in respect of the goods stored therein.
11. That agency shall maintain proper record of accounts in respect of receipts of stocks and dispatches and also of GPs in respect of stocks received by them at their stockyard at Bengaluru Agency will maintain RG23D register and other records/receipts required by Excise/Sales Tax authorities/any other statutory authority. Agency will give all documents to the NALCO's Bengaluru office by 2nd of the month pertaining to the previous month as the statutory returns are to be filed by NALCO by the 5th.
12. Agency shall carry out work on Sundays and Holidays also if exigency arises in the interest of the progress of the work without any extra charges to NALCO Loading, unloading, stacking operation shall be carried out on a daily basis as advised by NALCO Bengaluru office & if necessary during the Sundays and Holidays without any additional charges to NSIC. Notice in advance will be given by NALCO to open the godown on holidays Agency's official deputed at NALCO's godown would strictly follow only public holidays being observed by NALCO's Bengaluru office in addition to Sundays. The designated stockyard in charge of the handling agency should be accessible to NALCO and NSIC round-the-clock. Agency should provide contact details (telephone numbers of godown as well as residence/mobile number) of its official deputed at Nalco's godown.
13. That the agency shall give all facilities to the representative of NALCO and NSIC for checking of stock, stocking arrangements or to conduct surprise stock verification etc at any time without prior intimation.
14. That all the records of receipts and deliveries and stock on behalf of NSIC shall be properly maintained by the agency in proper form to be prescribed by NALCO and will be made available to NALCO and NSIC for internal audit verification, physical examination or for any other purpose.
15. That any shortage except those shortages mentioned in para 5 of NIT found during physical verification, cost equivalent to 110% of the value of such losses/damages etc shall be debited to the A/C of agency and recovered/adjusted against service charges payable to the agency on

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

account of sales effected. Agency shall provide additional labour for stock verification if necessary and adequate weighing facilities also without any extra cost.

16. Agency shall take adequate measures/pre-cautions to safeguard the material at warehouse against theft, pilferage, damages of any kind. Any loss/ shortages occurred during storage shall be recoverable from agency without prejudice to any other actions.

17. Stock Delivery

Stock delivery services to be provided under this agreement shall be as follows:

- a. Agency shall arrange to deliver the stocks strictly as per NALCO's delivery instructions. The agency shall arrange material handling equipment's for unloading and loading of material on trucks under proper supervision. The agency shall ensure that all trucks reporting at the warehouse during normal working hours are unloaded and released within reasonable time of its reporting. Agency shall be fully responsible for deployment of adequate numbers of forklifts, cranes, manpower and supervision, so that dispatches from agency premises can be effected to maintain NALCO's schedule/buyers requirements.
- b. Agency shall be fully responsible to ensure that stocks are delivered by them to the party authorized by NALCO and obtain their proper receipts. Agency shall also hand over such documents that may be specified by NALCO.
- c. Agency shall load and place the stocks on the trucks in such a manner as to fully utilize truck capacity volume wise/weight wise or as per NALCO's instructions.
- d. Agency shall generate required E-Sugam through NALCO's Sales tax website for each loaded truck and the Serial number of E-Sugam should be mentioned on the top of the respective invoice, which is required for smooth transportation of goods to the customers' godown/factory, as per Sales Tax rules.

18. NALCO reserves the right to appoint any other agency on the same or similar terms and conditions or otherwise to render the same or similar services during currency of the contract. The agency shall not restrict the right of NALCO to take recourse to the above parallel arrangement even if notice of termination is not served and contract terminated.

19. During the execution of the contract if any accident arises resulting in death or injury to any person including employees of agency, then agency shall be liable to bear all expenses/

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

compensation and indemnify NALCO and NSIC from any demands, claim or proceedings occasioned or instituted by such injured person or on his/her behalf.

20. 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 from time to time in so far as they are applicable to the sale and storage of the products covered thereby.
21. NSIC or agency shall have right to terminate the contract by serving three months' notice in writing without assigning any reason whatsoever. The notice period shall be effective from the date of receipt of the notice by either party. However, in the event of any breach of the terms of contract, NSIC/agency will have the right to terminate the contract without notice.
22. If agency fails to execute the work and responsibilities and fulfill the terms and conditions of the NIT, NSIC shall have the right to utilize the services of any other party for execution of the contract, and recover from agency charges/expenses/losses/damages suffered by NSIC/NALCO. The alternative arrangement at the risk and cost of agency shall be made by NSIC/NALCO without any notice. This will be without prejudice to the rights of NSIC/NALCO for any action including termination of contract.
23. **Volume of Work:** The tentative program of NALCO is to handle around 400 MT per month for a period of one year under this contract with a provision for extension of the contract for further period of 6(Six) months with the same rate, terms & conditions This quantity is purely tentative and it cannot be made an obligation to NSIC and subject matter of any claim or litigation, by agency.
24. After expiry of term/ period of the contract or after termination of the contract, agency shall return all the material stored or received in their warehouse. Agency shall have no right to retain NALCO's material after termination of contract on any ground except to the extent of payment is due to the agency.
25. This agreement would be subject to "Force Majeure" circumstances including Act of God, in the event of stoppage of work in any establishment of NALCO/agency due to Riots, Strike, Fire, Tempest, Lockout, Trade disputes, breakdown accident, Government Action/Orders and shortage of material or causes beyond the control of NALCO/agency.
26. The agreement shall be governed by laws in India and subject to exclusive jurisdiction of courts in Bhubaneswar/ Bengaluru. In case of High Court, it is the High Court of Orissa/ Karnataka which shall have the jurisdiction.

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

27. Stock insurance of the godown shall be arranged by NALCO at their cost. Insurance covers will be in favour of NALCO. However, for any loss or, damage of stocks arising during handling / storage by agency, agency shall take all actions within prescribed time limit for protection of all interest of NSIC and NALCO. In case of any loss or damage of stocks arising during handling / storage agency, NSIC will have the right to recover 110% of the losses/ damages if any, from agency from its pending bills. After, the claim amount is received by NALCO from the Insurance Company the same amount shall be refunded to agency.
28. The material stored in godown will be the property of NALCO. Agency shall have no right, title or change of ownership over the property. Agency will be trustee on behalf of NALCO and in the event of any breach occurs; agency will be liable for penal civil action for breach of trust.

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

B. Rates and Quotations:

1. The rates quoted in the price bid shall be inclusive of all taxes and duties excluding Service tax. The agency should have valid service tax registration if service tax is charged. In case service tax is leviable for such services, the agency shall raise tax-compliant invoice, for availing CENVAT by NSIC, showing service tax component separately which will be paid extra.
2. The agency should submit proof of valid registration under PF, ESI and Service tax.

C. List of Documents to be submitted

1. General conditions of contract duly signed (Annex-I).
2. Special conditions of contract duly signed (Annex-II).
3. Annex III to X duly filled and signed
4. Copy of **un-price bid** duly signed
5. Proof of registration under PF/ESI/Service Tax Acts

D. Contract Period

The duration of contract will be for a period of one year from the date specified in the Letter of Intent (LOI) with a provision for extension of the contract for a further period of 6(Six) months with the same rate, terms & conditions.

E. Validity of Offer

The rates quoted by tenderer shall be valid for a period of 120 days from due date of opening of Techno Commercial Bid and the rates once submitted shall not be changed / varied during this period. No claim shall lie on NALCO for the validity of the offer or for any costs that may arise to the tenderer on account of his participation in the tender.

F. Payment Terms

For the purpose of monthly payment to the agency for actual quantity sold/handled in a month, higher value between the following would be considered:

- i. Actual quantity sold I delivered X charges for handling per MT.
- ii. Minimum monthly charges

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

Payment shall be made to the agency on monthly basis by way of e-payment within two weeks from the date of receipt of the bills if found in order and are complete in all respect. The mandate format for this purpose is given in the Annexure-XII. The agency shall deposit the service tax so charged with the appropriate authority well in time.

G. Earnest Money Deposit (EMD)

Public Sectors and Government Agencies are exempted from payment of EMD.

H. Arbitration:

"In the event of any disputes or differences relating to the interpretation and application of the provisions of the contract, such disputes or differences shall be referred by either party to the arbitration of one of the arbitrators in the Department of Public Enterprises to be nominated by the Secretary to Government of India, In charge of the Bureau of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to the arbitration under this clause. The award of the arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference the dispute shall be decided by the law Secretary and his decision shall be binding on the parties finally and conclusively. The parties in dispute will share equally the cost of arbitration, as intimated by the Arbitrator. Venue for arbitration proceedings shall be at Bhubaneswar/Bengaluru.

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

Special Conditions of contract

Facilities to be provided by agency at the godown:

1. The covered godown shown by agency & approved by NSIC should have an area of approximately 3000 sq.ft & should be a single shed without any partition wall.
2. Two office rooms/cabins with AC is to be provided in the godown for the officials of agency to work and the same could be used by visiting NSIC and NALCO officials.
3. PC with printer and UPS are to be installed by agency in one of the above rooms/cabins. Provision should be made for an additional standby PC & printer in case of failure of existing ones.
4. A toilet is to provide adjacent to godown for use by the officials.
5. A generator/inverter of an appropriate capacity to be installed for a power back up for running of the PC, printer, scanner and fan whenever there is power failure.
6. Adequate security arrangements are to be provided round the clock at the godown.
7. Broadband or similar internet connectivity is to be provided for which agency will facilitate the installation and the cost will be borne by the agency. Provision for standby internet connection is to be made in case of failure of existing one.
8. Telephone facilities (two telephones & a fax & a scanner) are to be provided by the agency. At least one 3MT weighing scale to be installed in the godown.
9. Godown should have adequate lighting & fan installations.
10. At least one computer literate person should be posted at the stockyard as he is to make stock receipt entries, generate computerized invoices & other computer related reports.
11. All installations including systems related equipment's are to be maintained by the agency.
12. One fork lift, hydra has to be kept available exclusively for NALCO on all working days. No. of forklifts, hydras would be increased on days when there is increase in receipt/ sales transactions.
13. Sufficient parking space should be available in front of the godown for facilitating loading, unloading & parking for smooth working at the godown.

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

Proposed Site Address

Address of Stockyard:

Tel. No. of godown.....

Fax No of godown.....

Area of Pucca and covered Godown:

(Plan/Lay-out of godown to be enclosed)

The above site will be inspected by NSIC committee/Authorities after opening of Techno commercial bids. The committee report will form a part of techno commercial evaluation.

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

Special Instructions to Bidder

Bidder is requested to ensure that all supporting documents submitted along with their offer shall be duly attested by the authorized person of the agency who is a bidder.

The non-attested copies of supporting documents shall not be considered for evaluation and the offer will be liable for rejection.

In order to achieve owner's objective to award this tender in minimum possible time, 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. Visit Site
 - 1.2. Get themselves familiarized with the site conditions
 - 1.3. Read the bid document carefully.
 - 1.4. Seek clarification and get themselves satisfied prior to submission of bid documents.
2. Bidders are requested to submit bid without any deviation (s), in case deviation(s) is unavoidable, bidders are instructed to give all deviation(s) at one place in Annexure—VI of tender.
- 3. Please be informed that only deviation statement will be evaluated and considered.**
4. Deviation (s) listed at any other place shall not be considered at all & the tender shall be evaluated based on the deviation statement and no claim whatsoever shall be entertained, irrespective of bidder has accepted this particular clause or not.
- 5. It is once again emphasized that only deviation statement shall be considered, evaluated and binding and deviation taken elsewhere shall not be binding on NSIC.**
6. Bidders are advised to provide all information/documents/data etc asked either as a part of checklist or elsewhere in tender document issued by NSIC.

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

7. 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.
- 8. Repeated once again that no further correspondence shall be entered for non-submission of any information/documents/data and the tender shall be evaluated based on the information/documents/data available with the tender.**
- 9. TENDERERS MAY PLEASE NOTE THE FOLLOWINGS:-**

9.1. TENDER COVER & ADDRESS:

9.1.1. Tender [Techno-Commercial part (part-1) & Priced part/BOQ (part-II)] must be submitted to NSIC at below address against the requisite tender.

The National Small Industries Corporation Limited,
 (A Govt. Of India Enterprise)
 No. 25, 1st Main Road, KSSIDC Industrial Estate,
 6th Block Rajajinagar, Bangalore - 560010.

9.1.2. All the requisite documents to be uploaded in proper format well before Bid closing time.

9.2. TENDER PAPER COST & EARNEST MONEY DEPOSIT.

9.2.1. **Details of Tender fees & Earnest Money Deposit (EMD).** If any, should be submitted along with Part-I, Techno Commercial Bid, Scanned copies of tender fees and EMD are to be uploaded and originals are to be sent/couriered/submit in person to the Tender Inviting Authority so as to reach before the bid closing date. NSIC shall not be held responsible for any delay in receipt of the same.

9.2.2. Tender paper cost is to be paid either by **Demand draft/Pay order in favour of “The National Small Industries Corporation Ltd” payable at Bengaluru.**

9.2.3. Tenders without EMD, paper cost, and/or not in the prescribed form will be liable for rejection.

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

9.3. TENDER RECEIVING DATE & OPENING OF PART-I (TECHNO COMMERCIAL BID):

- 9.3.1. Tender (part-I and part-II) is to be submitted at the above address up to date/ time mentioned in Notice Inviting Tender (NIT).
- 9.3.2. Only Techno-Commercial Bid part-I will be opened on the same date mentioned in the NIT or thereafter at the earliest convenience which shall be intimated.
- 9.3.3. Tender containing price in Tech. Bid (part-I) is liable to be rejected.
- 9.3.4. All the pages of tender to be signed before submission.
- 9.3.5. Price/Rate are to be quoted in the BOQ format enclosed. Please be noted that no modification is allowed in the format. Price quoted in any other format shall not be accepted.

9.4. OPENING OF PART-II (PRICE BID):

- 9.4.1. Price Bid/BOQ Part-II of the tender/ offers of only those bidders, who are techno commercially accepted, after detailed evaluation of Techno-Commercial Bid, shall, be opened on later date.
- 9.4.2. The price bid/BOQ (part-II) opening date will be known to techno-commercially accepted parties through the intimation from NSIC.

9.5. OTHER CONDITIONS:

- 9.5.1. NSIC accepts no responsibility for any loss/ delay of non-receipt of offers sent. Offers received incomplete are liable for rejection.
- 9.5.2. If last date of receiving/ opening tenders coincides with holiday, the date will be shifted to the next working day or thereafter at the earliest convenience.
- 9.5.3. NSIC reserves the right to accept or reject any or all bids in part or full without assigning any reason whatsoever.

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

10. An overall schedule in the form of bar chart, clearly indicating all important milestone of the construction activities.

Submitted Ref.....

11. List of minimum equipment's proposed to be deployed for the work in the Performa enclosed in the tender/bidding document.

Submitted Ref.....

12.

i. **Proposed site organization** as per Performa enclosed in the tender/bidding document.

Submitted Ref.....

ii. Qualification and experience of Resident engineer/Site-in-Charge and other key personnel have been mentioned in the site organization chart

Yes Ref

iii. Number of key personnel under different heads have been mentioned in the Site organization chart

Yes Ref.....

13. Power of attorney in favour of persons who has signed the offer in stamp paper of appropriate value.

Submitted Not applicable

14. Information about tenderer in the Performa given in the general conditions of Contract

Submitted Not applicable

15. Partnership Deed in case of partnership firm and articles of association in case of Limited company.

Submitted Not Applicable

16. Declaration regarding relationship with client's Director.

Submitted Not Applicable

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

17. Copy of PF code No

Submitted

PF Code No

18. Tendering drawing

Submitted

Not Applicable

19. Techno-commercial deviation/exceptions (if unavoidable) in the Performa enclosed in the tender/bidding document

Submitted

Not Applicable
(For "No" Deviation)

20. Price bid contains no conditions in any form Copy of un-priced bid enclosed in the techno commercial bid Any condition attached in the price format not indicated in the un-priced bid shall be ignored during evaluation

Confirmed

Not Confirmed

21. All the documents furnished are readable / Legible

Yes

22. All pages/documents are stamped and signed by the authorized signatory of the Tender/ bidder.

Yes

23. Mandate for E-payment has been duly filled-in, signed, stamped by the agency and also endorsed and counter signed by agency's banker. Yes

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

Annexure-IV

DETAILS OF SIMILAR WORKS EXECUTED DURING THE LAST 5 (FIVE) YEARS

Sl. No.	Full Postal Address of Client & Name of Officer-in charge with telex/ telephone No.	Description of work	Value of Contract	Date of Commencement of work	Completion time as stated in tender (month)	Actual completion on time (month)	Year of completion On	Remarks
1	2	3	4	5	6	7	8	9

(Documentary proof for above information enclosed)

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

DETAILS OF PRESENT COMMITMENTS OF THE TENDERER

Sl. No.	Full Postal Address of Client & Name of Officer-in charge with telex/ telephone No.	Description of work	Value of Contract	Date of Commencement of work	Scheduled completion period	State of Completion in % as on date	Expected date of completion.	Remarks
1	2	3	4	5	6	7	8	9

(Documentary proof for above information enclosed)

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

PROPOSED SITE ORGANISATION

NAME OF TENDERER:

The Tenderer is to indicate here the site organization, he proposes to set up for execution of the work.

It is understood that this will be augmented from time to time depending on the requirements for timely completion of the work as directed by the Engineer- in-Charge.

The tenderer is also to furnish the bio-data of the Resident Engineer & key personnel to be deployed at site.

Name of Officials	Designation	Contact Details (email-id and mobile number)

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

DOCUMENT TO BE SUBMITTED FOR CALCULATION OF ANNUAL TURNOVER

It shall be responsibility of the tenderer to submit required documents mentioned along with tender document.

- i. Assessment orders for the last three years or in case assessment order for any particular years has not been completed, copy of the Income tax return duly acknowledged by Income tax department.
- ii. The gross receipts as shown in Profit & Loss Account of duly Audited Balance Sheet for the relevant year(s).

Tenderer is required to submit the documents for the year in which highest Annual turnover (ATO) has been achieved during the past five years. Hence, the documents submitted shall be considered as corresponding to the highest ATO. NSIC shall not be entering into any further correspondence in this issue.

The tenderer with ATO less than Rs. 40.00 Lakhs shall submit the documents at Sl.No.(i) or (ii) and all the documents when ATO is more than Rs. 40.00 Lakhs. In case of failure to submit any of the documents as per requirements, their offer shall not be considered in event of tie.

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

UN PRICE BID

PROFORMA FOR QUOTING RATES:

I	Service charges for Handling: (to cover: unloading material from trucks, storage, stacking, any other type of charges (if any), deliveries including stock transfer documentation and other connected jobs as mentioned in this tender including weighment, if any, at the time of receipt & delivery to the customer etc. as detailed at Annexure 1 & 2.)	Rs. Per MT
II	Charges for re-strapping of bundles/coils	Rs. Per MT
III	Minimum monthly charges per month	Rs. Per Month

1. All terms and conditions of the tender as stipulated by NSIC are acceptable subject to deviations/ exceptions as indicated in the statement of deviations (Annexure VI).
2. The tentative quantity to be handled per month will be 400 MT.
3. The rates quoted shall be inclusive of all taxes & duties, except service tax In case service tax is leviable for such services, the bidder shall raise tax compliant invoice, for availing CENVAT by NSIC, showing service tax component separately which will be paid extra.
4. Service Charges payable per month will be calculated based on charges of actual quantity delivered or minimum monthly charges whichever is higher.
5. For the purpose of evaluation of the quotations received, the cost of re-strapping will not be considered.
6. For the purpose of evaluation of bids, the higher value between the following for the total contract period will be considered
 - (i) Tentative monthly quantity to be handled X charges for handling per, MT X 12 months
 - (ii) Minimum monthly charges X 12 months

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

Bank MANDATE FORM for E-Payment
(To be submitted in Duplicate)

To
 National Small Industries Corporation Limited,

Dear Sir,

Sub: Authorization for release of payment due from NSIC through e-mode facilities of RBI (EFT / RTGS / NEFT) / Internet Banking.

Refer Order No dt. and/or Tender/Enquiry/Letter No.....dt.....

(Please fill in the information in CAPITAL LETTERS. Please tick wherever it is applicable)

1. Name of the Party :

2. Address of the party :

City:Pin Code:

E-mail ID:

Permanent Account Number:

3.Particulars of Bank:

Bank Name											Branch Name										
Branch Place											Branch City										
Pin Code											Branch Code										
MICR No.																					
Account Type	Savings	<input type="checkbox"/>	Current	<input type="checkbox"/>	Cash Credit	<input type="checkbox"/>															
Account No. (as appearing in the Cheque Book)																					
(9 Digits code number appearing on the MICR Band of the cheque supplied by the Bank. Please attach Xerox copy of a cheque of your bank for ensuring accuracy of the Bank Name, Branch Name & Code and Account Number)																					
RTGS/ IFSC Code																					
NEFT / IFSC Code																					

4. Date from which the mandate should be effective

I hereby declare that the particulars given above are correct and complete. If any transaction is delayed or not effected for reasons of incomplete or incorrect information I shall not hold National Small Industries Corporation Limited responsible. I also undertake to advise any change in the particulars of my account to facilitate updation of records for purpose of credit of amount through RBI EFT / Internet / RTGS/ NEFT.

Place:

Date:

Signature of the party/Authorized Signatory

.....
 Certified that particulars furnished above are correct as per our records.

Bank's Stamp:

Date:

(Signature of the Authorized Official from the Banks)

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

INDEMNITY AND CUSTODY BOND

Where M/s herein, after referred to as SERVICE PROVIDER, agree to act as Warehousing and handling agents for National Small Industries Corporation Ltd., herein after referred to as NSIC for storage and delivery of NALCO products to be dispatched by Rail/Road to the service provider's premises from Nalco's plant at Angul/any other plant/stockyards. The material will be transported by rail/road for proper storage, handling, safe custody and delivery to various customers of NALCO against valid delivery address issued by NALCO's authorized representative at pursuant to this agreement dated (herein after referred to as the "Said Agreement')

And whereas service provider's has agreed to execute as Indemnity and Custody Bond in terms of the said agreement for in respect of Aluminum or any other NALCO products delivered to service provider. It is hereby declared and stated as under:

1. Now by this Indemnity and Custody bond SERVICE PROVIDER hereby agrees and undertakes that the Aluminum or any other NALCO products dispatched from time to time will be kept under safe custody at service provider's yard at Bengaluru on behalf of NSIC and NALCO as property in trust
2. Service provider shall be responsible for the safe custody and protection of the said Aluminum or any other NALCO products at Service providers risk till the same are duly delivered to the customers or as may be directed by NALCO and NSIC from time to time and shall indemnify NSIC against any loss or shortage whatsoever in respect of the said Aluminium or any other NALCO products received by service provider and while the same remains in the custody of service provider. It shall be opened for persons authorized by NSIC and Nalco to inspect the material in the custody of service provider during the working hours of their yard.
3. Should any loss or shortage occur during the storage of Aluminium or any other NALCO products at M/s Service Provider's storage area, the settlement of claim will be as per clause 16 of the agreement.
4. Service provider further agrees to undertake not to hypothecate and for change and for encumber in any manner whatsoever the materials received by service provider in its custody, either in full or part to any bank or, financial institution or any association or any company or firm as security or otherwise.

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

5. Service provider further agrees and undertakes not to suffer any injunction and /or attachment and /or appointment of receiver in respect to materials belonging to NALCO kept in custody of service provider either in part or full, received by service provider against any liability incurred by service provider in its name.
6. It is further agreed that this bond shall remain valid and in force till all the obligations under the said agreement are fulfilled and the accounts relating to this agreement are finally settled by between service provider and NSIC and it is agreed mutually to discharge this bond in writing.
7. The bond shall not be affected by any change in the constitution of NSIC and service provider nor shall it be affected by any amalgamation or absorption thereof or therewith but will ensure for and be available to and enforceable by the absorbing or amalgamated company or concern

In witness thereof we put our seal and signature on this day.

Signed, Sealed & Witnessed

Witnessed By

For and on behalf of Service Provider

- 1.
- 2
- 3
- 4

Signed, Sealed & Witnessed

For and on behalf of National Small Industries Corporation Ltd.

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

Instructions to the Bidders for the submission of the bids

1. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise, the bid will be rejected.
2. If there are any clarifications, this may be obtained from this office through the tender site, or through the contact details Bidder should take into account of the corrigendum/addendum published before submitting the bids to this office.
3. Bidder should get ready with the EMD as specified in the tender. The original EMD instrument along with all other specified hard copy documents should be posted/couriered/given in person so as to reach the Tender Inviting Authority, before the last date of the bid submission date of the tender.
4. The bidder reads the terms & conditions and accepts the same to proceed further to submit the bids.
5. The bidder has to submit the tender document to this office well in advance before the prescribed time to avoid any delay or problem during the submission process.
6. The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids by the bidders.
7. The confidentiality of the bids is maintained.
8. The bidders are requested to submit the bids to this office to the TIA well before the bid submission end date & time.

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

ITEM RATE BoQ

Tender Inviting Authority: Sr. Branch Manager, NSIC, Rajajinager, Bengaluru

Name of Work: Storage, handling and operation of stockyard at Bengaluru

Contract No.: NSIC/BLR/BO/2016

Bidder Name:

PRICE SCHEDULE

(This BOQ template must not be modified /replaced by the bidder and the same should be submitted after filling the relevant columns along with authorized seal and signatory of the Agency, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and values only)

NUMBER#	TEXT#	NUMBER#	TEXT#	NUMBER#	NUMBER#	NUMBER#	TEXT#
Sl. No.	Item Description	Quantity	Units	BASIC RATE in Figures To be entered by the Bidder Rs. P	TOTAL AMOUNT with out Taxes	Total Amount In words	
1	2	3	4	5	6	7	
1	Proforma for Quoting Rates Service Charges for Handling: (to cover unloading material from trucks, storage, stacking, any other type of charges (if any), deliveries including stock transfer documentation and other connected jobs as mentioned in this tender including weighment, if any, at the time of receipt & delivery to the customer, etc as detailed at Annexure 1 & 2)						
1.1			Rs. Per MT				
1.2	Charges for re-strapping of bundles/coils	1	Rs. Per MT				
1.3	Minimum Monthly charges per month	1	Rs. Per Month				
1.4	Tentative monthly quantity to be handled * charges for handling per MT * 12 Months	400	Rs.				
1.5	Minimum Monthly charges * 12 months		Rs.				
Total in Figures							
Quoted Rate in Words							

Signature of the Contractor
 Name, Designation of the Signatory
 Name of the Company & Seal:
 Date: