

HOOGHLY PRINTING CO. LTD.
(A Govt. of India Enterprise)
41, Chowringhee Road, Kolkata - 700071
Phone No. (033) 2288-3312/3779 Fax No. (033) 2288-2734
e-mail : hooghlyprint@dataone.in
NOTICE INVITING TENDER

NIT NO. 12/2013-14 Dated 16.09.2014

Hooghly Printing Co. Ltd.(HPC) invites Offers in sealed covers for road transportation of printed materials from Kolkata to Agartala, Tripura by full truck load on door delivery basis :-

Transportation to be made by trucks having loading capacity of (A) 9-10 MT (B) 15-16 MT (C) 20-22 MT

1. Eligibility Criteria:

a) Participating transporters **should be approved by Indian Bank Association**. Transporters are required to specify the **IBA no.** in their offer. (Documentary Proof to be enclosed with the Offer)

b) Only Bank Approved transporters who have successfully executed a single Contract or Order valued at **Rs.33 lakhs** or more in the last two years are eligible to quote. Proof of execution of such Contract/Order is to be enclosed.

2. Scope of Service:

a) Road transportation of 540 MT (+-10%) from Kolkata and adjoining areas to Agartala, Tripura by 9-10 MT/15-16 MT/20-22 MT goods carriages during the period October, 2014 to January, 2015. The transporter shall be responsible for loading of the materials at the originating point(s) and unloading of the same at the destination(s) on door delivery basis. No material handling equipment will be provided by the company. Transshipment is not permitted, unless specifically required with prior approval.

b) Placement of Truck - Transporters should always remain available round the clock over Telephone / Fax/E-mail for communication. Transporters are required to place vehicles within 24 hours of receipt of intimation from consignor over Telephone /Fax /E-mail failing which Risk Purchase/Penalty will be applicable.

3. Validity of Contract: The Contract will be valid from October, 2014 to January, 2015. However the same may be extended for a further period of one month by mutual consent.

4. Insurance: Insurance shall be arranged by the company under its Open Marine Policy. Consignee Copy of Consignment Notes to be provided by the transporter.

5. Rate: Rates to be quoted by the transporters on per kg basis as per the format available in the tender documents. Such rates should be inclusive of loading & unloading charges, incidental expenses, toll charges, parking charges, Entry tax levied by Municipalities and/or Local Authorities. Such rates to remain valid till 31.01.2015.

6. Service Tax: Service Tax as applicable shall be paid by the consignor.

7. Earnest Money Deposit: Rs.50,000/- (Rupees Fifty Thousand Only) in the form of demand draft/pay order favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata to be submitted with the Offer. EMD will be refunded to the unsuccessful bidders.

8. Tender Form: The tender form will be available from the above address on any working day excluding Saturday between 11.00 Hrs. and 15.00 Hrs. on payment of Rs.500/- (Rupees Five Hundred Only) in the form of Demand Draft/Pay Order favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata. In the alternative Bidders may download the tender form from the company's website www.hooghlyprinting.com In such case Demand Draft/Pay Order for Rs. 500/- favouring "HOOGHLY PRINTING CO. LTD." payable at Kolkata to be submitted along with the Offer.

9. Submission of Bill: Bill for transportation alongwith Challan/Consignment Note duly received by the consignee /Consignment Copy duly stamped by the Customer/Receiver has to be submitted within 7 days from the date of delivery of the materials. Received Challan must certify that materials have been received in good condition by the consignee.

10. Payment Terms: Freight payment will normally be made on 60 (Sixty) days credit basis from the date of receipt of transporter's bill alongwith received challan and all supporting documents and no overdue charges will be paid.

11. Submission of Offers: Offers to be submitted in one envelope superscribing "NIT No.12/2014-15 Dated 16.09.14 ". Last date of Submission of Offers is 08.10.2014 by 15.00 Hrs. The Offers would be opened on the same day by 16.00 Hrs.

12. Tender Evaluation - Evaluation will be done on the basis of Freight Charge alongwith loading and unloading charge for each type of truck. Other charges like Detention Charges etc. will not be considered for evaluation purpose but shall be negotiated separately. It would be mandatory for all bidders to match the negotiated L-1 Detention charge.

13. Precautionary measure to prevent damage – Although Transit Insurance will be arranged by the Consignor, transporter should take adequate precaution so that the consignment is not damaged during loading, unloading and in transit. Necessary equipment and manpower required for loading / unloading have to be arranged by transporters at the originating/destination points. It is essential that the transporter will take every precaution at all times to ensure that the consignment is protected from any likelihood of breakage / water damage / pilferage etc. The transporter will undertake to deliver the consignment in good condition and any loss or damage will be construed to have been caused by the negligence of transporter unless proved otherwise. The Transporter in turn, to protect the right of recovery of claims of the company from the underwriter, will be required to submit documents / information as and when called for:

For Claims made against accident, theft etc. -

- (a) The copy of original statement of the truck driver duly acknowledged by the respective police station regarding the circumstances resulting the accident or theft.
- (b) The full address of the Police Station where the complaint was lodged with a copy of complaint and the Police Station General Diary No. & Date.
- (c) Copy of the Final Investigation Report of the concerned Police Station.
- (d) Photographs, if any, taken at the place of accident or theft.
- (e) Copy of the consignment note.
- (f) Damage Certificate / Non Delivery Certificate of the Consignment.
- (g) Any other information / documents, as may be required by the underwriter.

14. Delivery Time - Materials are to be delivered within reasonable time as given below and for delay in delivery or non placement of truck at the originating point as per requisition ; penalty will be deducted from the bills @ Rs.10000/-(Rupees Ten Thousands only) per day per vehicle.

Description of vehicle	Transit Time(days): (Excluding the departure and arrival day)
(A) Trucks having loading capacity of 9-10 MT	8
(B) Trucks having loading capacity of 15-16 MT	10
(C) Trucks having loading capacity of 20-22 MT	12

15. Risk Purchase: Time is the essence of the Contract. Bidders are required to provide requisite vehicle as per delivery instructions failing which Risk Purchase Clause will be applicable without Prejudice to the Company's right to black list the Bidder. Any failure on the part of transporter to place truck in proper time at the proper place or any refusal / denial to accept HPC's request will be treated as breach of contract and transporter would

be liable to give suitable explanation to HPC. HPC reserves the right to dispatch the goods by any other transporter / agency as deemed fit and the additional cost of the same (incidental/consequential) shall be debited to the transporter's account.

16. Settlement of Disputes: Any dispute arising out of this Contract shall be subject to the jurisdiction of the Competent Court at Kolkata.

17. Force Majeure: In case of breakdown/accident when the goods are in transit, the contractor should inform all the details immediately for taking alternate steps as well as for Insurance claims. The event of any unforeseen incident during transit the same should be intimated to the consignor within 24 hrs. HPC will arrange Insurance survey and only after completing such formalities the material should be removed. During this period the Transporter will have to arrange for the safe custody of the material. In case of any short supply the transporter would be responsible for the same and the cost will be recovered from the transporter's bill.

18. Termination of Contract: In the event of failure on the part of transporter to render satisfactory services, HPC reserves the right to terminate the contract at any point of time at its sole discretion.

19. Distribution of Tender quantity among all the qualified bidders:

Negotiated L-1 price will be offered to other qualified bidders. The tender quantity will be divided among all qualified bidders with preference to the original L1 bidder as per the Company's laid down Procedure.

20. Note:

- a) No Extra charges for lifting of materials from Ghatakpukur/Dhapa/Dhulagorh/Thakurpukur will be considered.
- b) No consignment other than that of HPC to be loaded in the same truck. If loaded, HPC shall have the right to call for explanation from the transporter. Damage of HPC material, if any, caused due to loading of other consignment would be borne by the transporter.
- c) Transporter should comply with the **Carriage by Road Act, 2007**. All vehicles deployed by the transporters should be registered with State Transport Authority or a Regional Transport Authority constituted under section 68 of Motor Vehicles Act 1988.
- d) Bidders are advised to acquaint themselves with the local conditions especially loading & unloading charges before submission of bids.
- e) For calculating detention charge the date of material reaching the destination and date of unloading will not be considered.

The management reserves the right to accept or reject any or all the offers and/or to divide the quantity ordered between one or more bidders without assigning any reason whatsoever.

Clarifications if any, in this regard may please be obtained from this office before submission of the offers.

Date: 16.09.2014

Place: Kolkata

Sr.Manager(F&A)

HOOGLY PRINTING CO. LTD.

(A. Govt. of India Enterprise)

41, Chowringhee Road, Kolkata – 700 071

TENDER FORM

1. NIT NO. & DATE : NIT 12/2014-15 DT. 16-09-2014
2. NAME OF THE BIDDER IN FULL :
3. ADDRESS OF THE BIDDER
 - (a) Registered Office :
 - (b) Head Office :
 - (c) Branches :
 - (d) Workshop/Godown :
 - (e) Depot :
4. TELEPHONE NO./ FAX / E-MAIL :
5. STATUS OF THE ORGANISATION :
Proprietorship / Partnership / Ltd. Co./
Pvt. Ltd. Co.
6. DATE OF COMMENCEMENT OF BUSINESS:
7. NAME, FATHER'S NAME & RESIDENTIAL :
ADDRESS OF PARTNERS / DIRECTORS /
PROPRIETOR AS THE CASE MAY BE
(Use separate sheet if necessary)
8. **WHETHER THE TRANSPORTER IS BANK :
APPROVED (if so please furnish credentials)**
9. BANK PARTICULARS :
 - (a) Name of the Bank & Branch :
 - (b) Address of the Branch :
 - (c) Telephone No. of the Branch :
 - (c) Account Number :
 - (d) Type of Account :

TENDER FORM

Note: The Tenderer shall sign on each and every page of this Tender Form under his seal.

HOOGHLY PRINTING CO. LTD.

TENDER FORM FOR NIT 12/2014-15 DT. 16-09-2014

- (e) IFS Code of the Branch :
- (f) Term loan sanctioned :
- (g) Bank Guarantee limit :
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10. TRADE LICENCE NO. :
(Please attach a photo copy)
11. SERVICE TAX REGISTRATION NO. :
12. I. T. PERMANENT ACCOUNT NO. :
(Please attach photo copy)
13. WHETHER THE APPLICANT IS ENLISTED :
WITH ANY PUBLIC SECTOR
UNDERTAKING, STATUTORY BODY
CENTRAL OR STATE GOVT. DEPT
(if so, the details to be furnished)
14. WHETHER THE APPLICANT HAS BEEN
BLACK LISTED BY ANY PUBLIC SECTOR
UNDERTAKING, STATUTORY BODY
CENTRAL OR STATE GOVT. DEPT
15. FINANCIAL CAPACITY :
- (a) Fixed Capital :
- (b) Working Capital :
(Copy of audited Balance Sheet to be enclosed)

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**16. PROOF OF MAJOR TRANSPORTATION
CONTRACTS EXECUTED DURING THE
LAST TWO FINACIAL YEARS**
(Documentary proof to be enclosed)

(a) Name(s) of the Customer(s) :

(b) Value of the Orders :

(c) No. of Orders :

**17. PARTICULARS OF GOODS CARRIAGES
OWNED BY THE TRANSPORTER** :
(Photocopies of certificate of registration to be enclosed)

Sl. No.	Vehicle Regn. No.	Make	Model (Year of first Regn.)	Carrying Capacity(M.T)
1.				
2.				
3.				
4.				
5.				
6.				
7.				

(Attach separate sheet wherever necessary)

15. RATE:

Sl. No.	Description	(A)Rates per kg for 9-10MT Vehicle	(B)Rates per kg for 15-16 MT Vehicle	(C)Rates per kg for 20-22MT Vehicle
1.	Kolkata,West Bengal to Agartala,Tripura	Rs.	Rs.	Rs.
2.	Detention Charges Per day	Rs.	Rs.	Rs.

16. EMD PARTICULARS:

i) DD/Pay Order No.....&.....and date.....for Rs.500/- & 50,000/-

ii) Bank.....Branch.....

TENDER FORM

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HOOGHLY PRINTING CO. LTD.

TENDER FORM FOR NIT 12/2014-15 DT. 16-09-2014

I/We hereby certify that the above particulars furnished by me/us are true to the best of my/our knowledge and belief; and in case of misrepresentation of facts, Hooghly Printing Co. Ltd. shall have the right to reject this Tender.

Signature of authorized person with seal

Date:

Place :

Note: The Tenderer shall sign on each and every page of this Tender Form under his seal.

