

**ANDREW YULE & COMPANY LIMITED**  
**(A Government of India Enterprise)**  
**Tea Division**  
**8, Dr. Rajendra Prasad Sarani**  
**Kolkata – 700 001**

**NOTICE INVITING TENDERS**

**ANDREW YULE & CO. LTD.** invites e-Tender under two part system (**Part I: Techno-Commercial Bid and Part II: Price Bid**) from bona fide and reputed **Company/Firm** for supply, the details of which are available in Annexure-III “**Scope of Work / Technical Specification**” as specified in this tender document.

Tender document may be downloaded from MSTC website [www.mstcecommerce.com/eprochome/aycl](http://www.mstcecommerce.com/eprochome/aycl) or [www.andrewyule.com](http://www.andrewyule.com). Corrigenda or clarifications, if any, shall be hosted on the above mentioned websites only. AYCL reserves the right to accept or reject any tender.

**Schedule of Tender**

1.	<b>TENDER NO.</b>	<b>TED/COAL/2018/033</b> <b>Dated. : 01/01/2018</b>
2.	<b>MODE OF TENDER</b>	e-Procurement System Online submission of <b>Part I - Techno-Commercial Bid</b> and <b>Part II - Price Bid</b> through <a href="http://www.mstcecommerce.com/eprochome/aycl">www.mstcecommerce.com/eprochome/aycl</a> The intending bidders are required to submit their offer electronically through this e-tendering portal. <b>No physical tender is acceptable by AYCL/MSTC</b>
3.	<b>E-Tender No. / Event No.</b>	<b>AYCL/TEA DIVISION/71/17-18/ET/263</b>
4.	<b>Date of publication of e-Tender through publication MSTC/AYCL websites and Central Public Procurement Portal</b>	<b>03/01/2018</b>
5.	<b>Date of availability of NIT to the Vendors for downloading</b>	<b>03/01/2018</b>
6.	<b>Earnest Money and other document</b>	<ul style="list-style-type: none"><li>• “<b>Earnest Money Deposit</b>” of <b>Rs.50000.00 (Rupees Fifty Thousands only)</b> may be paid by Cheque/D.D. favouring <b>Andrew Yule &amp; Co Ltd.</b>, payable at Kolkata.</li><li>• <b>Other document</b> as described in <b>Annexure – I, Sl. No. 2</b></li></ul>

7.	Last date of submission of EMD & other documents to AYCL Ltd.	18/01/2018
8.	Date of Starting of e-Tender for submission of Online Techno-Commercial Bid and Price Bid at <a href="http://www.mstcecommerce.com/eprochome/aycl">www.mstcecommerce.com/eprochome/aycl</a>	To be intimated to the eligible vendor separately by email as well as through Corrigendum in the website.
9.	Date of closing of Online e-tender for submission of Techno-Commercial Bid & Price Bid at <a href="http://www.mstcecommerce.com/eprochome/aycl">www.mstcecommerce.com/eprochome/aycl</a>	To be intimated to the eligible vendor separately by email as well as through Corrigendum in the website.
10.	Date & time of opening of Part-I (Techno-Commercial Bid)	To be intimated to the eligible vendor separately by email as well as through Corrigendum in the website.
11.	Date & time of opening of Part-II (Price Bid )	To be intimated to the eligible vendor separately by email as well as through Corrigendum in the website.

#### List of Annexure

Important Instructions for E-procurement -

Annexure-I

General Information-

Annexure-II

Scope of Work / Technical Specification/ General Terms& Conditions and Price Sheet

Annexure-III

**ANDREW YULE & COMPANY LIMITED**  
**Tea Division**  
**Important Instructions for E-procurement**  
**Ref. E-Tender No.: AYCL/TEA DIVISION/71/17-18/ET/263**  
**Ref. Tender No.: TED/COAL/2018/033**

This is an e-procurement event of *ANDREW YULE & COMPANY LTD Ltd.*

You are requested to read the Terms & Conditions (Annexure- II,III) of this tender before submitting your online tender. Tenderers who do not comply with the Conditions with documentary proof (wherever required) will not qualify in the Tender for opening of Price Bid.

**1. Process of E-tender:**

A) **Registration:** The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type Digital Signature Certificate. Vendors are to make their own arrangement for bidding from a PC connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

**SPECIAL NOTE:** THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT [www.mstcecommerce.com/eprochome/aycl](http://www.mstcecommerce.com/eprochome/aycl)

- 1) Vendors are required to register themselves online with [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-Procurement → PSU / Govt. depts. → Register as Vendor under AYCL- Filling up details and creating own user id and password → Submit.
- 2) Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.

In case of any clarification, please contact MSTC/AYCL (before the scheduled time of the e-Tender).

**Contact person for Techno Commercial clarification(ANDREW YULE & COMPANY LTD):**

1. Mr. Shantanu Boral  
Sr.Manager(Supply Chain/Materials)  
Mobile No: 9831310812  
Email: shantanu.boral@andrewyule.com

**Contact person (E-Commerce, MSTC Ltd):**

- |  |   |
|--|---|
| <b>1. Mr. Arindam Bhattacharjee</b><br>MobileNo: 09330102643<br>Email: arindam@mstcindia.co.in   | <b>2. Mr. Sabyasachi Mukherjee</b><br>Mobile- 07278030407<br>Email:smukherjee@mstcindia.co.in |
| <b>3. Ms Sumona Maity</b><br>Mobile-09831155225<br>Email: <a href="mailto:smaity@mstcindia.co.in">smaity@mstcindia.co.in</a><br>Landline: (033) 22901004 |   |

**System Requirement:**

- i) Windows XP-SP3 or above / Windows 7 Operating System
- ii) IE-7 or above Internet browser.
- iii) Signing & Encryption type digital signature
- iv) JRE 7 update 79 software to be downloaded and installed in the system. Security level should be medium
- v) To enable ALL active X controls and disable 'use pop up blocker' under Tools → Internet Options → custom level (Please run IE settings from the page [www.mstcecommerce.com](http://www.mstcecommerce.com) once)

**1. Part-I: Submission of EMD & other Documents:**

Within specified Date & time the vendor must submit the following documents to Sr. Manager (Supply Chain/Materials) Tea Division, Andrew Yule & Co. Ltd., 8 Dr. Rajendra Prasad Sarani, Kolkata – 700001. Off-line.

- Earnest Money of Rs.50000.00 (Rupees fifty thousand only) by Cheque/DD favouring Andrew Yule & Co. Ltd. Payable at Kolkata
- General information, under Annexure-II complete in all respect along with desired information and document.
- Acceptance of Scope of Work/Technical Specification, under Annexure-III without Price Sheet.

In case of failure to submit the EMD and other document within the stipulated time, the Tender may be rejected.

**Part-II: Online Bid submission: On the basis of submission of EMD and other Documents at Andrew Yule & co , the list of vendors who will participate in online Techno commercial and price bid submission will be finalized .Only those qualified bidders will be eligible to submit Online Techno-commercial and price bid.**

**Bidding in e-Tender:**

- a. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by ANDREW YULE & COMPANY LTD. EMD to be paid along with the Document with in the last date as mentioned in SOT.
- b. The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.
- c. The bidder(s) who have submitted the EMD and documents to Andrew Yule will be short listed by Andre Yule and those qualified bidders can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-procurement → Psu / Govt depts. → Login under AYCL → My Menu → Auction Floor Manager → live event → Selection of the live event.
- d. The bidder should allow to run an application namely enApple by accepting the risk and clicking on run. This exercise has to be done twice immediately after opening of Bid floor. Then they have to fill up Common terms /Commercial specification and save the same. After that clicking on the Techno-Commercial bid, if this application is not run then the bidder will not be able to save / submit his Techno-Commercial bid.
- e. After filling the Techno-Commercial Bid, bidder should click 'save' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to be filled up and then bidder should click on **"Save"** to record their Price Bid. Then once both the Techno-Commercial bid & Price Bid has been saved, the bidder can click on the **"Submit"** button to register their bid.
- f. Vendors are instructed to use link in **My Menu** to **Upload Documents** in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.
- g. Once documents are uploaded in the library, vendors can attach documents through *Attach Document* link against the particular tender. For further assistance please follow instructions of vendor guide.
- h. In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- g. During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.

- h. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- i. Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can download Technical Comparative statement.
- j. Price bid will be opened electronically on specified date and time given in the NIT. Bidder(s) can download Price Comparative statement.
- k. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
- l. All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply. Such successful tenderer shall be called hereafter **SUPPLIER**.
- m. It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.
- n. Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- o. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
- p. Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

E-tender cannot be accessed after the due date and time mentioned in NIT.

All notices / corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by ANDREW YULE & COMPANY LTD/MSTC LTD. Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the stage of registration of vendor with MSTC. Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).

Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.

No deviation to the technical and commercial terms & conditions are allowed.

ANDREW YULE & COMPANY LTD has the right to cancel this e-Tender without assigning any reason thereof.

The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website [www.mstcecommerce.com/eprochome/aycl](http://www.mstcecommerce.com/eprochome/aycl) of MSTC Ltd.

The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

The bid will be evaluated based on the filled-in technical & commercial formats.

Bidders are requested to read the vendor guide and see the video in the page [www.mstcecommerce.com/eprochome/mstc](http://www.mstcecommerce.com/eprochome/mstc) of MSTC Ltd. to familiarize them with the system before bidding.

**ANDREW YULE & COMPANY LIMITED**  
**Tea Division**  
**General Information of Bidder**  
**Ref. E-Tender No.: AYCL/TEA DIVISION/71/17-18/ET/263**  
**Ref. Tender No.: TED/COAL/2018/033**

The applicants are required to furnish full information to the queries included in this form. In giving the particulars, the supporting documents/certificates, as called for per queries at places, must be tagged with the application for evidencing the information furnished.

1. Name of the Firm in Full :
2. Address of the Firm (Registered Office) :
3. Telephone / Fax No. / E-mail (Registered Office) :  
  
Telephone No. -  
Fax No. -  
E-mail ID -
4. a) Number of years in coal business - **Years**  
b) Coal dump in Siliguri, if any - **Yes/No**  
(Required for our Darjeeling Tea Garden)
5. **The Bidders must express their interest and Capabilities towards executing orders in the following locations :**
  - a) To Mim T.E., where garden will arrange collection from Siliguri Dump of the Vendor. **Yes/No**
  - b) To Banarhat/Karballa/New Dooars & Choonabhutti T. Es., Located in Dooars Area, where the materials are required to be delivered to the Estates **Yes/No.**
  - c) To Murphulani T.E., located in Golaghat Area, where the materials are required to be delivered at the Estate **Yes/No**



**6. Please indicate details of your experience towards supply of Coal to Renowned Tea Companies**

- In Dooars based Tea Gardens  
(please specify Tea Co's Name)
- In Darjeeling based Tea Gardens  
(please specify Tea Co's Name)
- In Golaghat/Jorhat based Tea Gardens  
(please specify Tea Co's Name)

**(Copies of orders in support thereof are to be attached)**

7. Banker's Name -
- a) Name of the Branch -
- b) Address of the Branch -
- c) Account Number -
- d) IFSC Code No. -
8. Trade Licence No. -  
**(Please attach a Xerox copy)**
9. GST Registration No. :  
**(Please attach photocopy GST Registration Certificate/Acknowledgement of GST Enrolment Form** :
10. I. T. Permanent Account No. -
11. Financial Capacity (Year)
- a) Fixed Capital -
- b) Working Capital -

I/We hereby certify that the particulars furnished by me/us above are true to the best of my / our knowledge and belief and misrepresentations of facts will render me/us liable to any action as may be deemed fit by Andrew Yule & Co. Ltd. Tea Division and have the sole discretion to reject or accept my/Our candidature for awarding job.

( Signature of the Applicant )  
Office Stamp / Seal

Place : \_\_\_\_\_

Date : \_\_\_\_\_

**Annexure – III**  
**(For Off-Line submission)**

**ANDREW YULE & COMPANY LIMITED**  
**Tea Division**  
**Technical Specification, Commercial Terms & Conditions**  
**Ref. E-Tender No.: AYCL/TEA DIVISION/71/17-18/ET/263**  
**Ref. Tender No.: TED/COAL/2018/033**

- 1) Scope of work : • Supply as per specification, FOR garden on "door delivery" basis barring Mim Tea Estate. Mim Tea Estate will arranged collection from the Siliguri dump of the supplier.
- Supplies are required at our following Tea Estates .
- a) Banarhat T.E., P.O. Banarhat, Dist . Jalpaiguri, W. Bengal
  - b) Karballa T.E., P.O. Banarhat, Dist . Jalpaiguri, W. Bengal
  - c) New Dooars T.E., P.O. Banarhat, Dist . Jalpaiguri, W. Bengal
  - d) Choonabhutti T.E., P.O. Banarhat, Dist . Jalpaiguri, W. Bengal
  - e) Mim T. E., P.O. Sukhiapokhri, Dist. . Darjeeling, W. Bengal
  - f) Murphulani T. E., Dist & P.O. . Golaghat, Assam
- Joint sampling as optional.
- 2) Specification : **Dust Coal** : Coal conforming to grade "B" of non-coking coal as per Notification No.291 of Ministry of Energy in terms of Ash Content, Moisture content, Volatile matter, Fixed carbon and UHV range 5600 K. Cal/Kg to 6199 K. Cal/kg.
- Sized Coal** : Coal of size 10mm to 50mm conforming to grade "B" of non-coking coal as per Notification No.291 of Ministry of Energy in terms of Ash Content, Moisture content, Volatile matter, Fixed carbon and UHV range 5600 K. Cal/Kg to 6199 K. Cal/kg.
- We will be accepting Coal with UHV minimum 4940 K.Cal/Kg. conforming to Grade "C" below which the supplies will be rejected.**
- 3) Testing : From each consignment / truck, two samples will be drawn with proper identification mark.
- One sample will be sent for testing and other will be retained at the estate level for future reference, if any.
- For every drop of UHV of 100 K. Cal/Kg. below 5600 K. Cal/Kg., deduction of Rs.200/- per Ton will be made from the agreed price. The Test Report will be final and binding on both sides.
  - For every rise of UHV of 100 K. Cal/Kg above 6199 K. Cal/Kg, bonus of Rs.75/- per Ton will be extended over the agreed price. The Test Report will be final and binding on both sides.

4) Requirement : The entire supplies are required to be made within 4 months from the date of order. The estimated requirement during this period are as follows-

	<b>Dust Coal</b>	<b>Sized Coal (10-50mm)</b>
Banarhat T. E.	1120 MT	Nil
Karballa T. E.	1350 MT	Nil
New Dooars T. E.	1700 MT	150 MT
Choonabhutti T. E.	875 MT	Nil
<b>Total</b>	<b>5045 MT</b>	<b>150 MT</b>
Mim T. E.	275 MT	
<b>Total</b>	<b>275 MT</b>	
Murphulani T. E.	950 MT	
<b>Total</b>	<b>950 MT</b>	

5) Price Variation : The rate should remain firm during pendency of the contract of 4 months.

6) Terms of payment : a) 70% of the invoice value will be released within 10 days from the date of invoice against receipted challan.

Balance 30% of the invoice value on 45<sup>th</sup> day from the date of receipt of material at the garden

b) Consignment-wise Tax Invoices are to be submitted to our Kolkata Office on delivery, along with receipted challans.

c) Payment will be made on the basis of actual weight to be recorded at garden weighbridge/nearest weighbridge.

d) Payment will be made from our Kolkata Office.

7) Delivery : • Minimum 30% of the order quantum within one month from the date of order.  
• Minimum 30% of the order quantum within next one month/2<sup>nd</sup> month..  
• Minimum 20% of the order quantum within next one month/3<sup>rd</sup> month.  
• Balance 20% of the order quantum / if any within next one month/4<sup>th</sup> month

The vendors are requested to confirm their capacity on executing of orders within the scheduled time frame in the following manner.

- For Mim T. E. \_\_\_\_\_ MT
- For Dooars T.Es. \_\_\_\_\_ MT  
(Minimum qty. should not be below 875 MT)
- For New Dooars T.E. -- Sized Coal \_\_\_\_\_ MT
- For Murphulani T.E. \_\_\_\_\_ MT

8) Mode of Transportation : Supply from source to be done under single challan with no transshipment enroute.

9) Risk Purchase : In the event of failure on the part of the supplier to complete the supply within agreed delivery schedule, the purchaser reserve the right to arrange balance material from alternative source at the cost and risk of the supplier.

10) Earnest Money Deposit : The tenderers are required to ensure Earnest Money Deposit along with off-line document in the following manner, which will be converted into Security Deposit for the successful bidder/s and will be released on completion of delivery.

**EMD Amount                      Rs.50,000/-**

EMD to be submitted by D.D./Cheque favouring Andrew Yule & Co. Ltd. payable at Kolkata.

11) General

a) Decision for awarding contract / job is vested with the Management so as to reject, split / fragment.

b) To ensure smooth supply throughout the contractual period, the total quantity of order for the group will be fragmented garden-wise & further among L1/L2/L3 etc. at L1 rate. However, preference towards higher allocation will be given to the lowest bidder and so on.

However for new entrant / untested vendor, on being qualified, will only be considered for Trail Order.

c) Location-wise incomplete "Quotation / Offer" is liable to be rejected.

d) The offer must be valid for our acceptance for 30 days from the date of online bid

12) Way Bills / Permit :

- **Towards supply of Coal to Dooars based Gardens Way Bills/Permits will be provided by the Purchaser towards inward movement of Coal in the State of West Bengal, only to the Registered Vendors in Assam.**
- **Tenderers are required to confirm. For supplies of Coal to Dooars based Gardens, Way Bills/Permits are required – Yes/No.**

**Annexure – III**  
**(Not for Off-Line submission)**

**ANDREW YULE & COMPANY LIMITED**  
**Tea Division**  
**Price Sheet**  
**For supply to Dooars based Tea Gardens**  
**Ref. E-Tender No.: AYCL/TEA DIVISION/71/17-18/ET/263**  
**Ref. Tender No.: TED/COAL/2018/033**

Item Description	Estimated Quantity	Unit	Basic rate including Freight & Transit Insurance charges Rs./MT	GST as applicable (Rs./MT)	Total Amount (Rs./MT)
Dust Coal as per specification F.O.R. Garden	5024	MT			
Sized Coal as per specification F.O.R. Garden	150	MT			

**Annexure – III**  
**(Not for Off-Line submission)**

**ANDREW YULE & COMPANY LIMITED**  
**Tea Division**  
**Price Sheet**  
**For supply to Mim Tea Estate**  
**Ref. E-Tender No.: AYCL/TEA DIVISION/71/17-18/ET/263**  
**Ref. Tender No.: TED/COAL/2018/033**

Item Description	Estimated Quantity	Unit	Basic rate including Freight & Transit Insurance charges Rs./MT	GST as applicable (Rs./MT)	Total Amount (Rs./MT)
Dust Coal as per specification Ex-Siliguri	275	MT			

**Annexure – III**  
**(Not for Off-Line submission)**

**ANDREW YULE & COMPANY LIMITED**  
**Tea Division**  
**Price Sheet**  
**For supply to Assam based Tea Garden (Murphulani T. E.)**  
**Ref. E-Tender No.: AYCL/TEA DIVISION/71/17-18/ET/263**  
**Ref. Tender No.: TED/COAL/2018/033**

Item Description	Estimated Quantity	Unit	Basic rate including Freight & Transit Insurance charges Rs./MT	GST as applicable (Rs./MT)	Total Amount (Rs./MT)
Dust Coal as per specification F.O.R. Garden	950	MT			