

KHOWANG TEA ESTATE
(A Government of India Enterprise)
P.O. & Dist : Dibrugarh, Assam 785675

NOTICE INVITING TENDERS

Khowang Tea Estate on behalf of 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 **MODIFICATION & UPGRADATION OF LT OUTDOOR AND INDOOR PANEL BOARD INCLUDING APFC PANEL & CABLES**, the details of which are available in Annexure-IV "**Scope of Work / Technical Specification**" as specified in this tender document.

Tender document may be downloaded from MSTC website www.mstcecommerce.com/eprochome/aycl or 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.	TENDER NO.	KH/CAPITAL/19-20/01 Dated. : 3.10.2019
2.	MODE OF TENDER	e-Procurement System Online submission of Part I - Techno-Commercial Bid and Part II - Price Bid through www.mstcecommerce.com/eprochome/aycl The intending bidders are required to submit their offer electronically through this e-tendering portal. No physical tender is acceptable by AYCL/MSTC
3.	E-Tender No. / Event No.	AYCL/TEA DIVISION/10/19-20/ET/173
4.	Date of publication of e-Tender through publication MSTC/AYCL websites and Central Public Procurement Portal	4.10.2019
5.	Date of availability of NIT to the Vendors for downloading	5.10.2019
6.	Earnest Money and other document	<input type="checkbox"/> "Earnest Money Deposit" of Rs.15,000.00 (Rupees Fifteen thousand only) may be paid by D.D. favouring Andrew Yule & Co Ltd. A/c Khowang Tea Estate payable at Dibrugarh. <input type="checkbox"/> Other document as described in Annexure – I, Sl. No. 2

7.	Last date of submission of EMD & other documents to Senior Manager, Khowang Tea Estate with an email confirmation to General Manager, Tea Division at chandan.bora@andrewyule.com	26.10.2019
8.	Date of Starting of e-Tender for submission of Online Techno-Commercial Bid and Price Bid at www.mstcecommerce.com/eprochome/aycl	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 www.mstcecommerce.com/eprochome/aycl	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

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**KHOWANG TEA ESTATE
(A Government of India Enterprise)**

Important Instructions for E-procurement

Ref. E-Tender No.: AYCL/TEA DIVISION/10/19-20/ET/173

Ref. Tender No.: KH/CAPITAL/19-20/01

This is an e-procurement event of Khowang Tea Estate, Dibrugarh of *ANDREW YULE & COMPANY LTD Ltd.*

You are requested to read the Terms & Conditions (Annexure- III, IV) 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/eprhome/aycl

- 1) Vendors are required to register themselves online with 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. Apurba Chutiya
Senior Manager,
KhowangTea Estate, Dibrugarh
Assam-785675

Mobile No: 9435515705

Email: yule.khowang@gmail.com

Contact person (E-Commerce, MSTC Ltd):

1. Mr. Pritam Biswas, Asst. Manager (ERO)
MobileNo: 9903248755
Email: pbiswas@mstcindia.co.in

- 2) Mr. Mayank Jain, Asst. Manager (ERO)
Mobile- 9721277969
Email: mhjain@mstcindia.co.in

3. Mr. Vikash Kumar Jaiswal, Regional Manager (ERO)
Mobile-9903042449
Email: vikash@mstcindia.co.in
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 once)

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

Within specified Date & time the vendor must submit the following documents to Deputy General Manager, Khowang Tea Estate Dist : Dibrugarh , Assam 785675. Off-line.

- Earnest Money of Rs. 15,000.00 (Rupees Fifteen thousand only) by Demand Draft favouring Andrew Yule & Co. Ltd. A/C Khowang Tea Estate, Payable at Dibrugarh.
- General information, under Annexure-III complete in all respect along with desired information and document.
- Acceptance of Scope of Work/Technical Specification, under Annexure-IV along with relevant information and documents without Price Sheet.
- Technical specification sheet, with all desired details, duly signed and stamped as token of acceptance.
- Intending Bidders may visit the site before submission of the Off-Line documents at their own cost.

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 Khowang Tea Estate, Dibrugarh, Assam 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 Khowang Tea Estate. EMD to be paid along with the Document within 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 Khowang Tea Estate will be short listed by Deputy General Manager, Khowang Tea Estate and those qualified bidders can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website 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 en-Apple 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 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.
- i. During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.

- j. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- k. Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can download Technical Comparative statement.
- l. Price bid will be opened electronically on specified date and time given in the NIT. Bidder(s) can download Price Comparative statement.
- m. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
- n. 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**.
- o. It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.
- p. 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.
- q. 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.
- r. 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 KHOWANG TEA ESTATE/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 / Khowang Tea Estate 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 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 of MSTC Ltd. to familiarize them with the system before bidding.

Notice Inviting Tender:

Ref. E-Tender No.: AYCL/TEA DIVISION/10/19-20/ET/173

Ref. Tender No.: KH/CAPITAL/19-20/01

Khowang Tea Estate on behalf of Andrew Yule & Co. Ltd., Tea Division, wishes for modification & up-gradation of LT outdoor and Indoor Panel Boards including APFC Panel and Cables.

Offers are invited from reputed contractors for wiring at specified locations.

Contractors interested to participate in the above Tender will have to :

- b) Get themselves registered (free of cost) as supplier with www.mstcecommerce.com/eprochome/aycl, our service provider.
- c) Submit the following document to Khowang Tea Estate, Dibrugarh, Assam 785675 within 21 days from the date of publication of advertisement, off line -
 - General Information Sheet complete in all respect duly signed and stamped.
 - Earnest money of Rs.15,000/- by Draft favouring Andrew Yule & Co. Ltd. A/C Khowang Tea Estate payable at Dibrugarh.
 - Commercial Terms & Conditions Sheet, duly signed and stamped as token of acceptance.
 - Technical specification sheet, with all desired details, duly signed and stamped as token of acceptance.

The following pre-qualification criteria would apply, which may be relaxed at the sole discretion of Andrew Yule & Co. Ltd. / Khowang Tea Estate.

- ☐ The Bidder should have minimum 4 years of experience in the above field and holding authority to deal with Andrew Yule & Co. Ltd./Dibrugarh Tea Estates. This should be supported by appropriate documentary evidence.
- ☐ The Bidder shall be a registered Company and posses valid sales tax / GST registration/ service tax registration certificates.
- ☐ The OEM/Bidder should have own local support office / franchisee presence for the locations namely Dibrugarh/Tinsukhia and should be able to provide a Service Engineer as and when required.
- ☐ GST registration is mandatory. Without GST registration the bidding(Part I) will be disqualified.

General Information**Ref. E-Tender No.:** AYCL/TEA DIVISION/10/19-20/ET/173**Ref. Tender No.:** KH/CAPITAL/19-20/01

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 in the application.

1. Particulars of Company

- 1.1 Name of the Company :
- 1.2 Nature of business : Servicing
- 1.3 Full address :
- 1.4 Phone No. :
- 1.5 Fax No. :
- 1.6 E-mail ID :

2. Details of Certificate

Sl No.	Particulars	Registration No.	Remarks
1.	Income Tax		Copy of Registration Certificate / PAN Card to be attached
2.	Trade Licence		Copy to be attached
3.	GST		Copy to be attached

3. List of Local Office

Sl. No	Location	Type of Centre		Bidders to Provide full address & Telephone No
		Company Operated	Franchised	

4. Details of Banker

1	Name of the Bank	
2	Name of the Branch	
3	Branch Code	
4	Address	
5	IFSC Code No.	
6	Account No.	

5. List of services pertaining to
above field, made in last 5 years
with customer reference

6. Copies of Work Orders :
received from major Customer in
the same field.

I/we hereby certify that the particulars furnished by me/us above are true to the best of my / our knowledge and belief and mis-representations of facts will render me/us liable to my/our action as may be deemed fit by Andrew Yule & Co. Ltd. (Tea Division) / Khowang Tea Estate & have the sole discretion to reject or accept my/our candidature.

Signature of the Applicant)
Office Stamp/Seal.

Place :

Date ;

List of Enclosures :

General Terms & Conditions**Ref. E-Tender No.:** AYCL/TEA DIVISION/10/19-20/ET/173**Ref. Tender No.:** KH/CAPITAL/19-20/01Scope of Work

1. Modification & Up-gradation for LT Outdoor & Indoor Panel Boards including APFC Panel and Cables at Khowang Tea Factory.

1. Delivery

The entire work to be completed within 01 month from the date of receipt of order.

2. Liquidated Damage

In the event of failure on the part of the contractor to complete entire work against the order to our full satisfaction within the specified period of completion, we may recover from the contractor as liquidated damages, a sum equivalent to ½% of contract value for each week or any part thereof default, where the delivery thereof will be accepted after expiry of the date stipulated for this purpose, but limited to a maximum of 10% of contract value

3. Force Majeure

Any delay or failure in the performance of either party hereto will not constitute default there under or give rise to any claim for damages, if any, to the extent such delays or failure of performance is caused by the occurrence such as acts of god or the public enemy, appropriation or confiscation of facilities by Govt. Authorities, acts of war, rebellion or sabotage, fires, explosions, riots and illegal strike.

4. Risk Purchase

In case the contractor fails to execute the contract fully or partly, the purchaser shall have the right to execute the work through other agencies, as decided by the purchaser at the contractor's cost and risk after giving two weeks' notice in writing.

5. Terms of payment

- No advance will be given.
- Part payment to be released according to the progress of work with 10% retention at each stage described in the scope of work which will be returned after 1 year of completion of the project.
- Statutory deductions will be made as per the rules.

6. Price Variation

The quoted price should remain firm during pendency of the contract.

7. Guarantee

Written warranty of 12(Twelve) months to be given for the entire construction.

8. The tenderers are requested to ensure Earnest Money Deposit along with the Tender 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.15,000/-

EMD to be submitted by D.D. favouring **Andrew Yule & Co. Ltd.-A/c.Khowang Tea Estate**, payable at Dibrugarh

9. Decision for awarding contract/job is vested with the Management so as to reject, split / fragment.
10. Incomplete "Quotation/Offer" is liable to be rejected.
11. The offer must be valid for our acceptance for 90 days from the date of E- bidding.
12. All materials to be routed through Garden stores only.
13. All applicable Taxes will be deducted at source as per statute

14. Legal disputes if any will be subjected to Dibrugarh jurisdiction only
15. During the work period, the Management/ authorized representative(s) of the Management will have the right of inspection at any time during working hours.
16. Temporary shelter, and jugalis will be provided subject to Management's sole discretion.
17. I/We agree to the terms and conditions of LIQ.

I /We here by certify that the above 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's Tea Division to reject or accept my / our Bid in totality.

(Sign & Seal of Applicant)

Off line document

Annexure IV

Technical specification and requirement

Ref. E-Tender No.: AYCL/TEA DIVISION/10/19-20/ET/173

Ref. Tender No.: KH/CAPITAL/19-20/01

A) Scope of work – Modification & up-gradation of LT Outdoor and Indoor Panel Boards including APFC Panel and Cables.

Item No.	PARTICULARS OF WORK	UNIT	QTY.
01)	LT Outdoor and Indoor Panel Boards including APFC Panel & Cables modification & Up-gradation.	No.	01 Nos.

The quantity envisaged has got no relevance with offer price, it is for guidance.

For online submission

Annexure-V

ANDREW YULE & COMPANY LIMITED
Khowang Tea Estate

Price sheet for Modification & upgradation of LT Outdoor and Indoor Panel Boards including APFC Panel and Cables.

Ref. E-Tender No.: AYCL/TEA DIVISION/10/19-20/ET/173

Ref. Tender No.: KH/CAPITAL/19-20/01

PRICE SHEET

Garden: Khowang Tea Estate.

Item.: **Modification & up-gradation of LT Outdoor and Indoor Panel Boards including APFC Panel and Cables.**

Quantity Offered	Unit	LT Outdoor and Indoor Panel Boards including APFC Panel & Cables modification & Up-gradation.	GST As applicable	Unit Site Cost	Contract Price
01		Rs.	Rs.	Rs.	Rs.

