

ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
BRENTFORD UNIT, Electrical Division
P-25, TRANSPORT DEPOT ROAD
KOLKATA 700 088

TENDER DOCUMENTS FOR AUTOMATIC VOLTAGE STABILISER

ANDREW YULE & CO. LTD. invites e-Tender under single stage 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. Corrigenda or clarifications, if any, shall be hosted on the above mentioned websites only.

AYCL reserves the right to accept or reject any tender.

Brief Description :-

I) MANUFACTURE AND SUPPLY OF VOLTAGE STABILISER. AS PER OUR ENCLOSED TECHNICAL SPECIFICATION

Schedule of Tender

1.	TENDER NO.	AY/BU/PU/170/ LT AVS/17-18/ET Dated : 26.03.2018
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/Electrical Division -KO/90/17-18 / ET/439
4.	Date of publication of e-Tender through publication MSTC/AYCL websites and Central Public Procurement Portal	26.03.2018
5.	Date of availability of NIT to the Vendors for downloading	26.03.2018

6.	Earnest Money Deposit	<ul style="list-style-type: none"> • “Earnest Money Deposit” of 1% of the estimated Bid value.(In multiples of nearest thousand) should be paid through RTGS / NEFT.. • Other document as described in Annexure I, Sl. No.2
7.	Last date of submission of EMD & other documents Thru’ e-tender .	10.04.2018 - 3.00 PM
8.	Date of Starting of e-Tender for submission of Online Techno-Commercial Bid and Price Bid at www.mstcecommerce.com/eprochome/aycl	26.03.2018- 3.00 PM
9.	Date of closing of Online e-tender for submission of Techno-Commercial Bid & Price Bid at www.mstcecommerce.com/eprochome/aycl	10.04.2018 – 3.00 PM
10.	Date & time of opening of Part-I (Techno-Commercial Bid)	10.04.2018 – 3.30 PM
11.	Date & time of opening of Part-II (Price Bid)	To be intimated to the eligible vendor .

List of Annexure

Important Instructions for E-procurement -	Annexure-I
General Information -	Annexure-II
Online Techno commercial terms -	Annexure-III
General Terms& Conditions -	Annexure-IV
Price Sheet -	Annexure-V
GST DETAILS TO BE SUBMITTED	Annexure –VI
100 KVA A V S	Annexure –<u>100 KVA Type – A</u>
100 KVA A V S	Annexure –<u>100 KVA Type – B</u>
150 KVA A V S	Annexure –<u>150 KVA Type – C</u>
25 KVA A V S	Annexure –<u>25 KVA Type – D</u>

TECHNO-COMMERCIAL TERMS FOR CORE LAMINATION FOR TRANSFORMER
(To be filled online in mstc portal).

SL NO	TERMS & CONDITIONS	VENDOR RESPONSE
1.1	<p>REQUIREMENT <i>E-Tender offers are invited for, manufacturing and supply of LT AUTOMATIC VOLTAGE STABILISER of the following items mentioned below, TO BE SUPPLIED as per OUR ENCLOSED TECHNICAL SPECIFICATION</i> <i>You have to supply the AUTOMATIC VOLTAGE STABILISER according to the orders placed on you from time to time and as per the following details mentioned below.</i></p> <p><i>Offers are subjected to rejection, in case of any ambiguity or omission of any point. The company reserves the right to accept or reject any or all the tenders or to waive any informality, minor deviation or omission or based on their past performance without assigning any reasons whatsoever</i></p> <p><i>In case of any dispute relating to this contract, the decision of AYCL Management shall be binding and final.</i></p>	AGREE
1.2	<p>Item No 1: <i>Manufacturing and supply of 100 KVA (250-500/415 v) AUTOMATIC VOLTAGE STABILISER, the same to be manufactured and supplied as per TECHNICAL SPECIFICATION provided in Annexure 100 KVA Type – A (Enclosed in NIT). Qty = 1 No.</i></p>	AGREE
1.3	<p>Item No 2: <i>Manufacturing and supply of 100 KVA (200-500/415 V) AUTOMATIC VOLTAGE REGUAUTOMATIC VOLTAGE STABILISER, the same is to be manufactured and supplied as per TECHNICAL SPECIFICATION provided in Annexure 100 KVA Type – B (Enclosed in NIT). Qty = 1 No.</i></p>	AGREE
1.4	<p>Item No 3: <i>Manufacturing and supply of 150 KVA (200-500/415 REGUAUTOMATIC VOLTAGE STABILISER, the same is to be manufactured and supplied as per TECHNICAL SPECIFICATION provided in Annexure 150 KVA Type – C (Enclosed in NIT). Qty = 1 No.</i></p>	AGREE
1.5	<p>Item No 4: <i>Manufacturing and supply of 25 KVA (200-500 /415 V) AUTOMATIC VOLTAGE REGUAUTOMATIC VOLTAGE STABILISER, the same is to be manufactured and supplied as per TECHNICAL SPECIFICATION provided in Annexure 25 KVA Type – D (Enclosed in NIT). Qty = 3 Nos..</i></p>	AGREE

1.6	SCOPE OF WORK & TECHNICAL SPECIFICATION Manufacture and supply of AC, MICROCONTROLLER BASED SERVO CONTROLLED AUTOMATIC VOLTAGE STABILISER, 3 PH, 50 HZ, AS PER ATTACHED SPECIFICATION . (1) MEETING REQUIREMENTS OF IS – 9815 (I) (2) TO BE MANUFACTURED STRICTLY AS PER OUR SPECIFICATION MENTIONED IN THE NIT (3) ALL MATERIALS REQUIRED TO COMPLETE THE JOB SHALL BE IN YOUR SCOPE .AND MUST BE AS PER OUR SPECIFICATION (4) TEST CERTIFICATE AND WARRANTY CERTIFICATE MUST BE PROVIDED ALONG WITH YOUR DELIVERY CHANNAN.INVOICE (5) JOB TO BE SUPPLIED TO OUR BRENT FORD UNIT.	AGREE
1.7	Price Basis : The rate quoted by you should be Free Delivery at AYCL factory at Kolkata (inclusive of Packing, Forwarding, and Insurance etc.)	AGREE
1.8	Validity of offer: Your offer should be valid for acceptance for a period of 90 days from the date of opening of techno-commercial bid.	AGREE
1.9	Validity of price : The rate quoted should be valid till complete supply of the job.	AGREE
1.10	Delivery Lead Time : The finished AUTOMATIC VOLTAGE STABILISER should be delivered within a maximum of 15 days from the date of issue of purchase order and as per the delivery schedule mentioned in our purchase orders.	AGREE
1.11	Delivery & Destination: The price quoted above should be for free delivery at our Kolkata BU works of Andrew Yule, (Inclusive of P&F, Freight and Insurance etc.) a) ANDREW YULE & COMPANY LIMITED BRENTFORD UNIT, (Electrical Division) P-25, TRANSPORT DEPOT ROAD. KOLKATA 700 088 You have to deliver as per our requirement against orders placed on you as per our requirement..	AGREE
2.1	Packing : Packing should be done properly to avoid any transit damage. Packing List to accompany the consignment..	AGREE
2.2	DRAWING : General Assembly drawing, Power Circuit & Control Circuit Drawings to be submitted in pdf format to AYCL along with Techno Commercial Bid. The FINAL DESIGN / DRAWING is to be submitted for verification / record purpose.	AGREE
2.3	TOLERANCE : Tolerances should be as per the submitted drawing..	AGREE
2.4	SUPPLY SPECIFICATION & QUALITY : Material should be supplied as per our specification and will be inspected as per Andrew Yule inspection plan	AGREE

2.5	INSPECTION & INSPECTION PROCES : Initial Inspection will be done at your works at different stages of production if felt necessary by AYCL, however final inspection and acceptance shall be done at AYCL's factory Test Certificate and Warranty Certificate for the supplied AUTOMATIC VOLTAGE STABILISER, to be submitted along with your Challan / Invoice. .All dimensions and tolerance should be as per APPROVED DRAWING In any case, no deviation beyond tolerance limit as per IS norms and our specifications will be acceptable . In case of non-acceptance, the Material is to be replaced / rectified The AUTOMATIC VOLTAGE STABILISER shall be tested as per requirements of IS:9815 (I) .	AGREE
2.6	MATERIAL CONFIRMATION : All Materials used must conform to relevant IS specification.	AGREE
2.7	SUPERVISION : The successful bidder have to undertake the responsibility of supervising the product at the time of commissioning.	AGREE
3.1	Guarantee: Materials should be guaranteed for manufacturing defects, poor workmanship, defective raw materials and or technical failure for a minimum period of 36 months after delivery at AYCL or 24 months after commissioning, whichever is earlier. During this period if the product is found to be defective due to any of the above reasons, you shall undertake to repair / replace the same FREE of COST.	AGREE
3.2	RISK PURCHASE CLAUSE : The company reserve the right to impose risk purchase clause as " For delay in execution / supply we shall have every right to do the same through some other agency/s which shall deemed fit and the additional cost of the same (Incidental/Consequential) shall be to your account which with respect to our intimation or observation whatsoever.	AGREE
3.3	Security Deposit - The EMD amount of the successful Bidder will be retained as security deposit towards the execution of the order and the same will be released after completion of order.	AGREE
3.4	PERFORMANCE BANK GUARANTY: Performance bank guaranty for 5% of value of the supplied materials to be provided or equivalent amount to be adjusted from your pending bills as performance guaranty. The same shall be released/refunded after completion of guaranty period	AGREE
3.5	LIQUIDATED DAMAGE - If the delivery is delayed beyond the date of scheduled date of despatch in the purchase order, penalty will be levied @ 1/2% per week subject to a maximum of 5%.	AGREE

3.6	<p>LEGAL CONDITION / DISPUTE REDRESSAL : Any contract entered against this tender will be as per the following legal condition-</p> <p>-“It is recorded that this purchase order / contract / agreement is executed and concluded by and between the parties hereto at premises P-25, TRANSPORT DEPOT ROAD, KOLKATA 700 088 and 14, MAYURBHUNJ ROAD, KOLKATA 700 023 and in the event any dispute arises out of this agreement between the parties only the appropriate Civil Court in the City of Kolkata shall have the exclusive jurisdiction to entertain, try and determine the said proceedings in exclusion of all other courts.</p>	AGREE
4.1	<p>START OF CREDIT PERIOD : The credit period will start from the date of receipt and acceptance of material at Andrew Yule, KOLKATA WORKS.</p>	AGREE
4.2	<p>PAYMENT TERMS: - Direct Credit Please indicate the number of days of direct credit. (Andrew Yule’s payment term is minimum 90 days direct credit from acceptance of material. If the offered payment term is less than 90 days , bids will be opened at the sole discretion of Andrew Yule & price will be loaded as per Andrew Yule’s norms. Any advance payment terms will not be accepted. Please write payment terms In the remarks field).</p>	REMARKS
4.3	<p>OTHER PAYMENT TERMS : Vendors opting for other payment terms, All related cost to be borne by the bidder. For other payment term, bids will be opened at the sole discretion of Andrew Yule & price will be loaded as per Andrew Yule’s norms.</p>	AGREE
4.4	<p>Landed Cost Calculation : The price calculated by MSTC is provisional. The actual landed cost shall be done after proper Loading in the Price by us for important parameters like (i) Payment Terms (ii) GST, etc. (iii) L-1 vendor will be judged after taking proper credit of GST and other terms having financial impacts. Price comparison shall be done based on Landed cost. Final Landed Cost shall be calculated by AYCL as per their Norms. <u>With introduction of GST, proper credit will be applicable while calculating the landed cost, and L-1 shall be decided accordingly. Please indicate your GST rate, HSN code and Registration details.</u></p>	AGREE
5.1	<p>EMD : An Earnest Money Deposit, of Rs. 50,000 to be submitted in the form of RTGS / NEFT favoring Andrew Yule & Co. Ltd. or specific request for exemption of EMD has to be submitted along with necessary supporting documents for exemption. EMD MONEY / EXEMPTION REQUEST SHOULD BE SUBMITTED ALONG WITH TECHNO COMMERCIAL BID. BIDDERS WHO WILL NOT SUBMIT EMD OR NOT MAKE PROPER APPEAL FOR EMD</p>	AGREE

	EXEMPTION, THEIR TENDER WILL NOT BE CONSIDERED.	
5.2	OPTION – 1 : EMD – EMD amount to be paid by RTGS / NEFT within the schedule date. If agreed, please ATTACH & UPLOAD copy of UTR details.	REMARKS
5.3	OPTION – 2 : EMD amount to be adjusted against the outstanding dues between the vendor & AYCL. If agreed please ATTACH & UPLOAD copy of Exemption Request Letter and write UPLOADED in the remarks field.	REMARKS
5.4	OPTION – 3 : EMD amount to be waived as our turnover more than Rs 50crore . If agreed Please mention the turnover of last year in the remarks field. Also attach & upload supporting document (Balance Sheet & Profit-Loss A/c).	REMARKS
5.5	OPTION – 4 : EMD amount to be waived as per our attached MSME certificate. If agreed, Please mention “Exemption for MSME” in the remarks field. Also Attach & Upload the certificate as supporting document.	REMARKS
5.6	You have to agree to any one of the above options for EMD / EMD Exemption.	AGREE
6	<p>UPLOADING DOCUMENTS : Please upload the following documents and write UPLOADED in the remarks field of AGREED WITH REMARKS.</p> <ul style="list-style-type: none"> a) EMD – Attach copy of UTR details/Exemption document b) Any other details as required in our NIT. c) GST DETAILS as per Annexure – VII d) General Assembly drawing, Power Circuit & Control Circuit Drawings to submit along techno commercial bid 	AGREED WITH REMARKS
7.1	GST RULES : You have to abide by the “GST” rules and regulations .	AGREE
7.2	GST RATE AS %	REMARKS
7.3	GST REGISTRATION NUMBER	REMARKS
7.4	HSN DESCRIPTION & CODE	REMARKS

Annexure-V

PRICE FORMAT FOR AUTOMATIC VOLTAGE STABILISER :-

Sl. No	DESCRIPTION	UNIT (Quantity)	Basic Price (RS./Set)
		Nos.	(a)
1	Manufacturing and supply of 100 KVA (250-500/415 v) AUTOMATIC VOLTAGE STABILISER, the same to be manufactured and supplied as per TECHNICAL SPECIFICATION provided in <u>Annexure 100 KVA Type – A</u> (Enclosed in NIT).	1	
2	Manufacturing and supply of 100 KVA (200-500/415 V) AUTOMATIC VOLTAGE REGUAUTOMATIC VOLTAGE STABILISER, the same is to be manufactured and supplied as per TECHNICAL SPECIFICATION provided in <u>Annexure 100 KVA Type – B</u> (Enclosed in NIT).	1	
3	Manufacturing and supply of 150 KVA (200-500/415 REGUAUTOMATIC VOLTAGE STABILISER, the same is to be manufactured and supplied as per TECHNICAL SPECIFICATION provided in <u>Annexure 150 KVA Type – C</u> (Enclosed in NIT).	1	
4	Item No 4: Manufacturing and supply of 25 KVA (200-500 /415 V) AUTOMATIC VOLTAGE REGUAUTOMATIC VOLTAGE STABILISER, the same is to be manufactured and supplied as per TECHNICAL SPECIFICATION provided in <u>Annexure 25 KVA Type – D</u> (Enclosed in NIT)..	3	

Note :

The price calculation as done by MSTC is provisional.

Price comparison shall be done based on Landed cost. Final Landed Cost shall be calculated by AYCL as per their Norms.

Formula for calculation of Landed Cost = Basic +Duties +Interest cost (if any) for different payment terms etc (if any) + Any other cost having financial impact Less CREDIT availed through GST

L-1 vendor will be judged after taking proper credit and other terms having financial impacts. The landed cost & L-1 shall be decided accordingly.

The above calculations are based on the prevailing rates and taxes applicable. However, in case of introduction of any other taxes or tax structure the calculation may vary accordingly.

Annexure -100 KVA Type-A

Microcontroller based Servo Controlled Automatic Voltage Stabilizer, 3ph, 50Hz in natural Oil Cooled Construction, Suitable for Unbalanced Input and Load with 3 Servo Motor for Indoor use with following specification:- IS 9815(I)

- a> Maximum Ambient Temperature-50 Deg C
- b> Input 250-500 V, AC 3-PH, 50Hz, 4 Wire
- c> Output 415 V , $\pm 1\%$, 3-PH, 50HZ
- d> CAPACITY 100 KVA
- e> OIL Quantity – As recommended (As per IS 335)
(Above unit must have Under Voltage, Over Voltage, Over Load Protection, Input and Output Voltmeter, Amp Meter, Buzzer, with Output MCCB and necessary with all ancillaries and auxiliaries)

Manufacturer Test Certificate for Stabilizer, Core Material, Winding Copper & Oil Should be produced at the time of delivery

Annexure -100 KVA Type-B

100 KVA Voltage Stabilizer, A.C, 3 Phases, 50 Hz microprocessor based for unbalanced Input Power and Servo Controlled Oil Cooled Type, with first filling of OIL & Following Specification as per IS

- a) Core Material: CRGO
- b) Winding Material : Electrolytic Copper
- c) Input Voltage Range: 200V to 500V (Unbalanced Input Power)
- d) Output Voltage: 415V, $\pm 1\%$, 3 Phase, 50HZ Balance Voltage
- e) Limit Switch with Under Voltage, Over Voltage and Over Load Protection
- f) On Load Voltage Regulator
- g) Oil Immersed (Make – Indian OIL / Approved Make), Naturally Cooled Suitable for Indoor and Automatic Operation
- h) Electrical Control Circuit Comprise with electronic Voltage Sensitive Relay
- i) Auto / Manual Switch
- j) Raise / Lower Bottom
- k) Voltmeter for Input and Output Voltage with Selector Switch

Manufacturer Test Certificate for Stabilizer, Core Material, Winding Copper & Oil Should be produced at the time of delivery

Annexure -150 KVA Type-C

150 KVA Voltage Stabilizer, A.C, 3 Phases, 50 Hz microprocessor based for unbalanced Input Power and Servo Controlled Oil Cooled Type, with first filling of OIL & Following Specification as per IS

- a) Core Material: CRGO
- b) Winding Material : Electrolytic Copper
- c) Input Voltage Range: 200V to 500V (Unbalanced Input Power)
- d) Output Voltage: 415V , $\pm 1\%$, 3 Phase, 50HZ Balance Voltage
- e) Limit Switch with Under Voltage, Over Voltage and Over Load Protection
- f) On Load Voltage Regulator
- g) Oil Immersed (Make – Indian OIL / Approved Make), Naturally Cooled Suitable for Indoor and Automatic Operation
- h) Electrical Control Circuit Comprise with electronic Voltage Sensitive Relay
- i) Auto / Manual Switch
- j) Raise / Lower Bottom
- k) Voltmeter for Input and Output Voltage with Selector Switch

Manufacturer Test Certificate for Stabilizer, Core Material, Winding Copper & Oil Should be produced at the time of delivery

Annexure -25 KVA Type-D

25 KVA Voltage Stabilizer, A.C, 3 phase, 50Hz microprocessor based for unbalance Input Power and Servo Controlled Air Cooled Type.

Voltage Stabilizer with Following Specification as per IS

- a) Core Material: CRGO
- b) Winding Material : Electrolytic Copper
- c) Input Voltage Range: 200V to 500V (Unbalanced Input Power)
- d) Output Voltage: 415V , $\pm 1\%$, 3 Phase, 50HZ Balance Voltage
- e) Limit Switch with Under Voltage, Over Voltage and Over Load Protection
- f) On Load Voltage Regulator
- g) Electrical Control Circuit Comprise with electronic Voltage Sensitive Relay
- h) Auto / Manual Switch
- i) Raise / Lower Bottom
- j) Voltmeter for Input and Output Voltage with Selector Switch

Manufacturer Test Certificate for Stabilizer, Core Material, Winding Copper & Oil Should be produced at the time of delivery.

Our Bank details for making RTGS payment.

Bank Name and Address	IDBI BANK SIDDHA POINT, GROUND FLOOR. 101, PARK STREET KOLKATA – 700 016
IFSC Code	IBKL0000012
Account No	012103000000718
Account Name	ANDREW YULE & COMPANY LIMITED

Annexure-II

**ANDREW YULE & COMPANY LIMITED
Brentford Unit, Electrical Division-Kolkata**

General Information

Ref. Tender No.: AY/BU/PU/170/100KVA A V S/17-18/ET

(This document should be dully filled up and attached along with EMD)

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. Name of the firm in full :

2. Address, Telephone No.,
Fax No. & E-mail :
a) Address :

b) Telephone No. :

c) Fax No. :

d) E-mail ID :

3. Status of the organization :

4. Trade License No.
**(Please attach a photo
copy of the license)** :

5. Banker's Details

(a) Name of the Bank :

(b) Name of the Branch :

(c) Account No.

(d) IFSC Code :

Note : A copy of Banker's Certificate to be attached.

6. GST Registration DETAILS.

(a) GST REGISTRATION NO. :

(b) HSN CODE :

(c) GST % :

7. I. T. Permanent Account No.:

8. Financial Capacity : Year (2016-2017)

(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 mis-representations of facts will render me/us liable to my/our action as may be deemed fit by Andrew Yule & Co. Ltd. (Electrical Division) & have the sole discretion to reject or accept my/our candidature.

(Signature of the Applicant)
Office Stamp/Seal.

Place :

Date ;

List of Enclosures :

- Trade License
- A copy of Banker's Certificate

[See ** Note] :

Annexure II (A)

**The following documents are to be uploaded online at
www.mstcecommerce.com/eprochome/aycl**

1. EMD : 1% of the estimated bid value. (In multiples of nearest thousand)*

*Bidder may request for exemption from submitting EMD (Refer details given in SI No 1 of Annexure-IV, General terms & condition).

2. Vendor form as per Annexure – II (**See **Note**)
3. Customer List. **[See ** Note]**
4. Copy of valid ISO 9001 - 2008 edition certificate.(for ISO certified vendors)
5. Balance sheets and P&L Account. (2014-2015, 2015-2016 & 2016-2017). **[See ** Note]**
6. Copies of purchase orders & Performance Certificate from at least three reputed transformers manufacturers for having supplied AUTOMATIC VOLTAGE STABILISER 100 KV rating during the year 2016-2017.Offers received without copies of performance certificate will be rejected. **[See ** Note]**

[Note]** : Those bidders who had participated and qualified in our earlier tender or bidders in AYCL-Kolkata approved vendor list need not submit the documents.

7)All vendors / Supplier / Contractors / Service providers, please note the following

- a. For existing orders issued to you shall be governed by GST rule.
- b. You have to get your organisation registered with GST regime.
- c. You have to furnish the copy of
 - i. GST registration
 - ii. Status of registration ie Normal or Comprehensive
 - iii. Place of business.

8) With implementation of GST, GST number must be mentioned in all documents

- a. Tax invoice
- b. Supply challan
- c. Dr & Cr notes
- d. Supplementary / revised invoices
- e. Receipt voucher
- f. Refund voucher
- g. Payment voucher

9) All the goods to be despatched on or after 1st July 2017 must contain GST number in their invoices.

10) All the invoices raised on or after 1st July 2017, regarding supply of services to our company must contain GST number in their invoices.

11) All goods despatched or to be despatched , Service provided or to be provided to Andrew Yule & Company Limited on or after 1st July 2017 must contain our GST number for materials supplied or service provided in the respective invoices.

12) All the invoices received or issued must be in accordance with the prescribed format proposed by GST act. (Format Enclosed)

Note: In case of Non-Registered vendors / Suppliers / Contractors / service providers , declaration has to be given in the invoice regarding non-registration

GST DETAILS TO BE SUBMITTED

Annexure –VI

Sl. No.	Particulars	Your Reply	Documents Required
1	Andrew Yule Vendor Code (Please mention if available) :		-
2	Organisation's Name:		-
3	Constitution of your organisation		A copy of your partnership deed or MOA:
4	Location of your plants / supply points		-
5	Location of places where do you supply materials to Andrew Yule		-
6	Your GST Registration No		-
7	Contact Person's name: (From Finance/Taxation)		-
8	Contact Person's E-mail id: (From Finance/Taxation)		-
9	Contact Person's Mobile Number: (From Finance/Taxation)		-
10	PAN Number:		-

11	Service Tax Number:		-
12	VAT number:		-
13	Central Excise Number:		-
14	Are you aware of GST implementation(Yes/No)		-
15	Are you aware that in the GST regime we will not get the credit for taxes until you file your returns and you pay your taxes. (Yes/No)		-
16	Whether there has been any delay in filing of return in the past. (Yes/No)		-
17	Whether there has been any delay in payment of taxes in the past. (Yes/No)		-
18	Whether there has been any ITC mismatch case(s) earlier. (Yes/No)		-
19	Who is the person in Andrew Yule with whom you connect on a regular basis		-
20	GST classification of products which are supplied to Andrew Yule with product details		-
21	SAC classification of services rendered to Andrew Yule		-
22	Your Migration details to GST net		The ARN No. and a copy of the Enrollment form

23	Your Bank details		-
	Bank Name		-
	IFSC		-
	Branch		-

Annexure-IV

GENERAL TERMS AND CONDITIONS

- **“Earnest Money Deposit”** of 1% of the estimated Bid value.(In multiples of nearest thousand) should be paid through RTGS / NEFT
Bank Guarantee from any Nationalised / Scheduled / Multinational Bank for the EMD amount can also be accepted and the BG should be as per the specimen enclosed and the original BG should reach AYCL before due date.

For bidders already enlisted with AYCL- Electrical Division, having outstanding amount more than the EMD amount or who have already submitted the EMD against our earlier tenders or those who have security deposit with Andrew Yule may apply for adjustment of the same. The total outstanding amount should be more than or equal to the EMD Amount.

Bidders who are MSMED units may apply for exemption from furnishing EMD by making a specific request in writing and enclosing the necessary document (**MSME Certificate**) in support of the same.

Bidders whose turnover is more than Rs: 50 crores may apply for exemption from furnishing EMD by making a specific request in writing and attaching the necessary document in support of the same i.e. **Balance Sheet, Profit & Loss A/c**.

If reason for non-submission of EMD or adjustment against the outstanding balance or request for EMD exemption as per the clauses mentioned above, along with necessary supporting documents, for EMD / EMD exemption is not mentioned in Techno-commercial bid of tender, the tender will be rejected.

Bidder's organization If certified for ISO 9001 - 2008 edition. A copy of the certificate should be submitted.

THE RIGHTS OF THE COMPANY

- a) The company reserves the right to accept or reject any or all the tenders or to waive any informality, minor deviation or omission or based on their past performance without assigning any reasons whatsoever.
- b) Bidders who have quoted other payment terms & Conditions having financial implications, price bids will be opened at the sole discretion of Andrew Yule & price will be loaded as per Andrew Yule's norms. Any advance payment terms will not be accepted.

- c) The actual landed cost shall be calculated after Proper Loading in the Price as per Andrew Yule norms for important parameters having financial implications. L-1 shall be determined based on landed cost calculated by Andrew Yule.

BG SPECIMEN

(To be typed on Rs.100/- non-judicial stamp paper)
BANK GUARANTEE FOR EARNEST MONEY DEPOSIT

TO
BANK GUARANTEE NO....
M/S ANDREW YULE & CO. LTD
ELECTRICAL DIVISION – KOLKATA OPERATION,
14, MAYURBHUNJ ROAD,
KOLKATA -700 023

IN ACCORDANCE WITH YOUR TENDER for supply of **100 KVA AUTOMATIC VOLTAGE STABILISER**, M/s (hereinafter called the "Bidder") having its Registered Office at, wish to participate in the said bid for the supply **100 KVA AUTOMATIC VOLTAGE STABILISER AS PER OUR DRAWING** as an irrevocable Bank Guarantee against Earnest Money Deposit for an amount of Rs. (Rupees.....) valid up to **31.06.2018**, is required to be submitted by the bidder as a condition precedent for participating in the said bid, which amount is liable to be forfeited by the Purchaser on (1) the withdrawal or revision of the offer by the bidder within the validity period, (2) Non acceptance of the Letter of Intent / Purchase order by the Bidder when issued within the validity period, (3) failure to execute the contract as per contractual terms and condition within the contractual delivery period and (4) on the happening of any contingencies mentioned in the bid documents.

During the validity of this Bank Guarantee: -

We,(Bank name) having its registered Office atguarantee and undertake to pay immediately on first demand by Andrew Yule & Company Ltd., Kolkata 700 023, the amount of Rs.....(Rupees.....) without any reservation, protest, demur and recourse. Any such demand made by the purchaser shall be conclusive and binding on the Bank irrespective of any dispute or difference raised by the Bidder.

The Guarantee shall be irrevocable and shall remain valid up to **31.06.2018**. If any further extension is required, the same shall be extended to such required period on receiving instruction from the Bidder, on whose behalf this Guarantee is issued.

Notwithstanding anything contained herein:

- * Our liability under this Bank Guarantee shall not exceed

Rs. (Rupees.....)

* This Bank Guarantee shall be valid up to **31.06.2018**.

- We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or a demand on or before **31.06.2018**
- In witness whereof the Bank, through its authorized officer, has set its hand and stamp on day of 2018 at.....

Annexure-I

Important Instructions for E-procurement

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

You are requested to read the Terms & Conditions (Annexure- II,III,and 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/eprochome/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).

2. Please note the following and adhere to the instructions given below related to GST
 - 2) **Our provisional ID (West Bengal) : 19AACCA4245Q1Z9**
 - 3) **Place of business (West Bengal)**
 - 4) **Address :**
ANDREW YULE & COMPANY LIMITED

Contact person (, ANDREW YULE & COMPANY LTD):

3. **Mr. GAUTAM BANDYOPADHYAY**
Manager (Purchase)
Ph. No: (033) 6550-0348
Email: gautam.bandyopadhyay@andrewyule.com

Contact person (E-Commerce, MSTC Ltd):

- | | |
|---|--|
| 1. Mr. Arindam Bhattacharjee
Deputy. Manager (E-commerce)
Mobile No: 09330102643
Email: arindam@mstcindia.co.in
Landline: (033) 22901004 | 2) Mr. Sabyasachi Mukherjee
Assistant Manager (E-commerce)
Mobile- 07278030407
Email: smukherjee@mstcindia.co.in |
|---|--|
3. **Ms Sumona Maity**
Management Trainee (E-Commerce)
Mobile-09831155225
Email: smaity@mstcindia.co.in

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)
4. **Part-I: Submission of EMD & other Documents:**
Within specified Date & time the vendor must **UPLOAD** the following documents at www.mstcecommerce.com/eprochome/aycl
- "Earnest Money Deposit" of 1% of the estimated Bid value.(In multiples of nearest thousand) should be paid through RTGS / NEFT favouring Andrew Yule & Co. Ltd. Payment should be made through RTGS/NEFT and the UTR details should be uploaded. If the EMD exemption is sought the necessary documents (MSME certificate/turnover details) should be uploaded
 - General information, under Annexure-II complete in all respect along with desired document.
 - Acceptance of Techno-Commercial Terms , under Annexure-III along with desired information/Data under Annexure-II(A).

In case of failure to submit the EMD /EMD exemption request within the stipulated time, the Tender shall be rejected.

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 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 above fees and submitted 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 → 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 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 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.