

**HOOLUNGOOREE TEA ESTATE**  
**(A Government of India Enterprise)**  
**P.O. & Dist : Jorhat , Assam 785635**

NOTICE INVITING TENDERS

**Hoolungooree 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 **Renovation & Up-gradation Of Chung Bungalow**, 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](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>HLG/CAPEX/18-19/01</b> <b>Dated. : 12.07.2018</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>	AYCL/TEA DIVISION/25/18-19/ET/120
4.	<b>Date of publication of e-Tender through publication MSTC/AYCL websites and Central Public Procurement Portal</b>	<b>18.7.2018</b>
5.	<b>Date of availability of NIT to the Vendors for downloading</b>	18.7.2018
6.	<b>Earnest Money and other document</b>	<b>"Earnest Money Deposit"</b> of Rs. <b>5,000.00 (Rupees Five Thousand only)</b> may be paid by D.D. favouring <b>Andrew Yule &amp; Co Ltd.</b> A/c Hoolungooree Tea Estate payable at Jorhat . <b>Other document as described in Annexure – I, Sl. No. 2</b>

7.	Last date of submission of EMD & other documents to Manager, Hoolungooree Tea Estate with an email confirmation to Chief General Manager, Tea Division at <a href="mailto:kaustuv.roy@andrewyule.com">kaustuv.roy@andrewyule.com</a>	7.8.2018
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.

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

**Important Instructions for E-procurement**

**Ref. E-Tender No.:** AYCL/TEA DIVISION/25/18-19/ET/120

**Ref. Tender No.:** **HLG/CAPEX/18-19/01**

This is an e-procurement event of Hoolungooree Tea Estate, Jorhat 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 ONLINE 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. Dibya Jyoti Neog  
Manager,  
Hoolungooree Tea Estate, Jorhat , Assam-785634  
Mobile No: 9854090310  
Email: yule.hoolungooree@gmail.com**

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

1. Mr. Pritam Biswas, Assistant Manager (ERO) , Mobile- 9903248755, email- [pbiswas@mstcindia.co.in](mailto:pbiswas@mstcindia.co.in)
2. Mr. Mayank Jain, Assistant Manager (ERO), Mobile- 9721277969, email- [mhjain@mstcindia.co.in](mailto:mhjain@mstcindia.co.in)
3. Mr. Vikash Kumar Jaiswal, Regional Manager (ERO) , Mobile- 9903042449, email- [vikash@mstcindia.co.in](mailto:vikash@mstcindia.co.in)
4. Helpline : (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 OpJons → custom level (Please run IE settings from the page [www.mstcecommerce.com](http://www.mstcecommerce.com) once)

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

Within specified Date & time the vendor must submit the following documents to the Manager, Hoolungoree Tea Estate Dist : Jorhat , Assam 785635. Off-line.

- Earnest Money of **Rs. 5,000.00 (Rupees Five Thousand only)** by Demand Draft favouring Andrew Yule & Co. Ltd. A/C Hoolungoree Tea Estate, Payable at Jorhat .
- 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 Hoolungooree Tea Estate, Jorhat , 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 Hoolungooree 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 Hoolungooree Tea Estate will be short listed by Manager, Hoolungooree Tea Estate 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.
- 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 HOOLUNGOOREE 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/ Hoolungooree 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](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.

**Notice Inviting Tender**

**Ref. E-Tender No.:** AYCL/TEA DIVISION/25/18-19/ET/120

**Ref. Tender No.:** HLG/CAPEX/18-19/01

Hoolungooree Tea Estate on behalf of Andrew Yule & Co. Ltd., Tea Division, wishes to **Renovation & Up-gradation Of Chung Bungalow** at Hoolungooree Tea Estate, Jorhat, Assam.

Offers are invited from reputed contractors for wiring at specified locations Contractors interested to participate in the above Tender will have to :

- a) Get themselves registered (free of cost) as supplier with [www.mstcecommerce.com/eprochome/aycl](http://www.mstcecommerce.com/eprochome/aycl), our service provider.
- b) Submit the following document to Hoolungooree Tea Estate, Jorhat , Assam 785634 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. 5,000/- by Draft** favouring Andrew Yule & Co. Ltd. A/C Hoolungooree Tea Estate payable at Jorhat .
  - 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. / Hoolungooree Tea Estate.

The Bidder should have minimum 4 years of constructions experience and holding authority to deal with Andrew Yule & Co. Ltd./Hoolungooree Tea Estate. 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 Golaghat / Jorhat 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/25/18-19/ET/120**Ref. Tender No.:** **HLG/CAPEX/18-19/01**

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 : OEM / Dealer / Distributor
- 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
5.	Trade Licence		Copy to be attached
5.	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	
1	JORHAT			

**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 supplies of identical :  
items made in last 2 years.  
with customer reference

6. Copies of Purchase Orders :  
received from major Customer  
for identical type of items  
(minimum 2 order copies)

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) / Hoolungooree 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/25/18-19/ET/120

**Ref. Tender No.:** HLG/CAPEX/18-19/01

### Scope of Work

Renovation & Upgradation Of Chung Bungalow as per specification and bill of materials as detailed below:

Location:

1. Hoolungooree Tea Estate

#### Requirement

As Per Drawing & Bill of Material

1. Completion Of Work

The entire work should be completed within 06 months 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 to be given for the entire construction/Renovation.

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. 5,000/-**

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

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 Jorhat jurisdiction only
15. During the constructions, the Management/ authorized representative(s) of the Management will have the right of inspection at any time during working hours.
16. Temporary shelter, water for construction & workers will be provided by the Management and if feasible / possible temporary electricity may 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)

**Technical specification and requirement**

**Ref. E-Tender No.:** AYCL/TEA DIVISION/25/18-19/ET/120

**Ref. Tender No.:** HLG/CAPEX/18-19/01

**Renovation & Up-gradation Of Chung Bungalow.**

Scope of Work :

1	Providing, fitting and fixing of wall & floor tiles of existing bathroom including preparation of wall removing of polish, paint from wall surface and 1.5" pcc work on floor for ground floor 2 nos bathroom. 172 sqft in floor area and 340 sqft in wall area upto a height of 5".
	First floor bathroom will be fitted with ceramic tiles upto 2' only. Rest portion to be covered by PVC board with proper size of frame.
2	Providing, fitting, fixing of EWC, Cystem, Basin, water supply pipe, sanitary pipe including assessoris of approved item for Ground & First Floor bathroom.
3	Providing, fitting and fixing of door 3 nos including frame and door for bathroom etc.
4	RCC slab, railing for back side lounge of First Floor, Kitchen side door to be replaced as per BOM item no. 10 to 12
5	Providing, fitting, fixing of ceramic tiles for kitchen slab and wall for both floor.
5	providing electrical wiring with 2.5 & 1.5 sqmm copper wire with PVC casing caping and other assessoris for both floor.
6	Back side stair case to be repaired and covered with CGI sheet on it.
7	A louver will be provided with M.S. pipe 48 mm OD and CGI sheet on back side of first floor to protect from rain water.
8	Wooden floor to be repaired where necessary with painting complete.
9	All minor repairing will be done for wooden item, windows, door where necessary and painting to be completed.

For offline submission

Annexure-V

**ANDREW YULE & COMPANY LIMITED**  
**Hoolungooree Tea Estate**  
**Bill of Materials**  
**Renovation & Up-gradation Of Chung Bungalow.**

**Ref. E-Tender No.:** AYCL/TEA DIVISION/25/18-19/ET/120

**Ref. Tender No.:** HLG/CAPEX/18-19/01

Sl.No.	Particulars of Item	Qty.	Unit
1	Ceramic tiles for Bathroom wall	500	sqft.
2	Ceramic tiles for Bathroom floor	395	sqft.
3	Ceramic tiles for Kitchen slab & wall	64	sqft.
4	PVC board for 1st Floor Bathroom	320	sqft.
5	EWC	4	no
6	Cystern	4	no
7	Wash Basin	4	no
8	Water supply pipe & fittings	L.S.	
9	Flush Door 3.5'x6.5' with net showkhat and assessories fitting	5	set
10	Sliding Door 8'9"x8'6" with net fitting timber frame	1	set
11	Openable Door 8'x3' with net fitting with timber frame	1	set
12	Fixed frame 8'x2' with net fitting with timber feame	1	set
13	Electrical wiring including all assessories		
13.1	Copper PVC wire 2.5 mm 2	3	coil
13.2	Copper PVC wire 1.5 mm 2	7	coil
13.3	Casing Caping	60	pcs
13.4	Switch Board 6"x8" PVC board	10	no
13.5	Switch 5A	45	no
13.6	Switch 16A	4	no
13.7	Socket 5A	8	no
13.8	Electrical PVC fitting	L.S.	
14	RCC Slab 36'x3'x3" at Launge Back side		
14.1	M.S.Rod 10 mm	130	kg
14.2	Cement (including tiles fitting work)	35	bag
14.3	Sand (including tiles fitting work)	200	cft.
14.4	Stone Chip	40	cft.
14.5	M.S. square pipe railing 48 mm x 48 mm	220	kg
14.6	Shuttering timber	12	cft.
14.7	Timber 2"x3"-40' for repairing job	1.67	cft.

Sl.No.	Particulars of Item	Qty.	Unit
15	Timber 10"x1"-30' for floor repairing job	2.08	cft.
16	PVC net for repairing/replacement job	100	sqft.
17	CGI sheet for Louver on back louge 5' wide: 2'6"x10'-8 pcs	8	pcs
18	CGI Sheet for covering back stair 2'6"x10-6 pcs	6	pcs
19	M.S. pipe 48 mm OD post and purline for supporting CGI sheet at stair & Louver	180	kg
20	Painting		
20.1	Synthetic Paint	20	lt
20.2	Primmer	4	lt
20.3	White Distemper	220	kg
20.4	Thinner	5	lt
20.5	Paint Brush 4",2"	8	
20.6	Wall putty	20	
21	Hardware goods such as wire nail, black wire, coil string, J hook, nut bolts, washer etc.		
22	Labour charge (including repairing, fabrication, carpenter, mason)		

For online submission

Annexure-VI

**ANDREW YULE & COMPANY LIMITED**  
**Hoolungooree Tea Estate**

**Renovation & Up-gradation Of Chung Bungalow.**

**Ref. E-Tender No.:** AYCL/TEA DIVISION/25/18-19/ET/120

**Ref. Tender No.:** HLG/CAPEX/18-19/01

**PRICE SHEET**

**Item: Renovation & Up-gradation Of Chung Bungalow.**

Quantity Offered	Unit	Total Amount Before GST	GST As applicable	Unit Site Cost	Contract Price
		Rs.	Rs.	Rs.	Rs.
1 Nos	1 Nos				