

BASMATIA TEA ESTATE

(A Government of India Enterprise)
P.O. & Dist: Dibrugarh, Assam 786010

NOTICE INVITING TENDERS

Basmatia 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 supply, 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 of www.andrewyule.com. Corrigenda or clarification, 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.	BS/CAPITAL/17-18/02 Dated. : 23.09.2017
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/31/17-18/ET/157
4.	Date of publication of e-Tender through publication MSTC/AYCL websites and Central Public Procurement Portal	18/10/2017
5.	Date of availability of NIT to the Vendors for downloading	18/10/2017
6.	Earnest Money and other document	<input type="checkbox"/> “Earnest Money Deposit” of Rs. 3,000.00 (Rupees Three thousand only) may be paid by D.D. favouring Andrew Yule &Co Ltd. A/c Basmatia 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 Manager, Basmatia Tea Estate with an email confirmation to Chief General Manager, Tea Division at kaustuv.roy@andrewyule.com	7/11/2017
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

Important Instructions for E-procurement -	Annexure-I
Notice Inviting Tender	Annexure-II
General Information-	Annexure-III
Scope of Work / Technical Specification/ General Terms& Conditions	Annexure-IV
Bill of Material	Annexure-V
Price Sheet	Annexure-VI

BASMATIA TEA ESTATE

(A Government of India Enterprise)

Important Instructions for E-procurement

Ref. E-Tender No.: AYCL/TEA DIVISION/31/17-18/ET/157

Ref. Tender No.: BS/CAPITAL/17-18/02

This is an e-procurement event of Basmatia 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 ONLINE 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).

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

1. S.K. Das
Sr. Manager,
Basmatia Tea Estate, Dibrugarh, Assam-786010.
Mobile No: 09435474114
Email: yule.basmatia@gmail.com

Contact person (E-Commerce, MSTC Ltd):

- | | |
|--|--|
| 1) Mr. Arindam Bhattacharjee
MobileNo: 09330102643
Email: arindam@mstcindia.co.in | 2) Mr. Sabyasachi Mukherjee
Mobile- 07278030407
Email:smukherjee@mstcindia.co.in |
| 3) Ms Sumona Maity
Mobile-09831155225
Email: smaity@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 OpJons → 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 Manager, Basmatia Tea Estate, P.O.- Lahoal & Dist : Dibrugarh , Assam- 786010. Off-line.

- Earnest Money of Rs. 3,000.00 (Rupees Three thousand only) by Demand Draft favouring Andrew Yule & Co. Ltd. A/C Basmatia 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.

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 Basmatia 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 Basmatia Tea Estate. 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 Basmatia Tea Estate will be short listed by Manager, Basmatia 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 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 BASMATIA 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 / Basmatia 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/31/17-18/ET/157

Ref. Tender No.: BS/CAPITAL/17-18/02

Basmatia Tea Estate on behalf of Andrew Yule & Co. Ltd., Tea Division, wishes to construct **01 no. of Factory Office just besides the old office which will be dismantled to give additional area to the fermenting floor** as specifications mentioned in Annexure-IV for Tea Garden located in the State of Assam.

Offers are invited from reputed and competent OEMs / dealers of such OEMs for supply of such items at specified locations.

Manufacturers/Suppliers 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 Basmatia Tea Estate, Dibrugarh, Assam 786010 within 15 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.3,000/- by Draft favouring Andrew Yule & Co. Ltd. A/C Basmatia 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. / Basmatia Tea Estate.

- The Bidder should be an original equipment manufacturer (OEM) having minimum 4 years of manufacturing experience / authorized channel partners of such OEM and holding authority to deal with Andrew Yule & Co. Ltd. / Basmatia Tea Estate on behalf of the manufacturer, for the product quoted for. This should be supported by appropriate documentary evidence.
- The Bidder shall be a registered Company and possess valid sales tax / service tax registration certificates.
- The OEM/Bidder should have own local support office / franchisee presence for the locations namely Dibrugarh / Tinsukia and should be able to provide a Service Engineer as and when required.

General Information**Ref. E-Tender No.:****Ref. Tender No.: BS/CAPITAL/17-18/02**

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
2.	Central Sales Tax		Copy of Registration Certificate to be attached
3.	State Sales Tax		Copy of Registration Certificate to be attached
4.	Service Tax		Copy of Registration Certificate to be attached
5.	Trade Licence		Copy to be attached
6.	GST Certificate		Copy to be attached

3. List of Service Centers

Sl. No	Location	Type of Centre		Bidders to Provide full address & Telephone No
		Company Operated	Franchised	
1	JORHAT			
2	DIBRUGARH			
3	TINSUKIA			

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) / Basmatia 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.: AYGL/TEA DIVISION/31/17-18/ET/157

Ref. Tender No.: BS/CAPITAL/17-18/02

1. Scope of Work
 - Supply as per specification complete in all respect to the respective location on “door delivery” basis.
 - Commissioning at site.
2. Location of Site
 - Basmatia Tea Estate, P.O.- Lahoal, Dist. Dibrugarh, Assam 786010 – 1 no.
3. Requirement

As indicated under technical specification.
4. Delivery

The entire material/all the items must reach the respective location within Four weeks from the date of receipt of order.
5. Liquidated Damage

In the event of failure on the part of the contractor to complete entire supply 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
6. Force Majeure

Any delay or failure in the performance of either party hereto will not constitute default thereunder 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.
7. 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.
8. Terms of payment
 - 100% payment will be made within four (4) weeks on receipt of the material, duly certified by the authorized representative of Andrew Yule & Co. Ltd. / Basmatia Tea Estate.
 - Statutory deductions will be made as per rules.
9. Price Variation

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

Manufacturer’s guarantee for Two years or 2000 Hrs on site unless otherwise stated.
11. The offer must be valid for a minimum of 90 days from the date of E-Bidding.
12. Incomplete “Quotation/Offer” is liable to be rejected.

12. 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.3,000/-

EMD to be submitted by D.D. favouring “Andrew Yule & Co. Ltd. A/C Basmatia Tea Estate” payable at Dibrugarh.

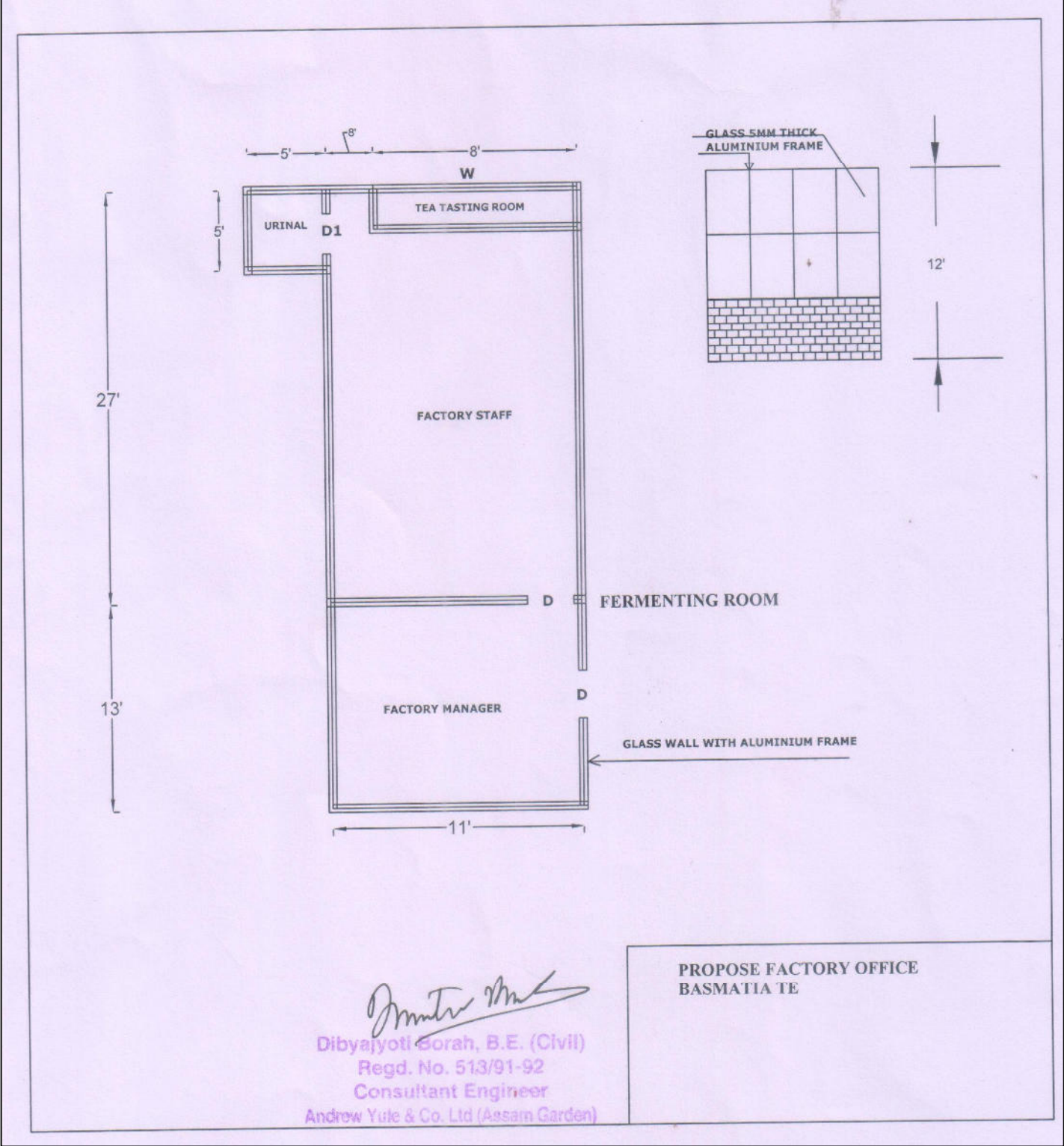
13. Decision for awarding contract/job is vested with the Management so as to reject.

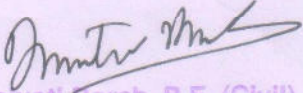
Technical specification and requirement

BASMATIA TEA ESTATE

Ref. E-Tender No.: AYCL/TEA DIVISION/31/17-18/ET/157

Ref. Tender No.: BS/CAPITAL/17-18/02




 Dibyajyoti Borah, B.E. (Civil)
 Regd. No. 513/91-92
 Consultant Engineer
 Andrew Yule & Co. Ltd (Assam Garden)

PROPOSE FACTORY OFFICE
 BASMATIA TE

Off line document

Bill of Material**BASMATIA TEA ESTATE****Ref. E-Tender No.:** AYCL/TEA DIVISION/31/17-18/ET/157**Ref. Tender No.:** BS/CAPITAL/17-18/02

BILL OF MATERIAL FOR CONSTRUCTION OF FACTORY OFFICE AT BASMATIA TEA ESTATE					
SL. No.	Particulars of Item	Qty.	Unit	Rate	Amount (Rs.)
1.	Bricks (1 st Class)	1000	Pc.		
2.	Cement (Top Cement)	30	Bag		
3.	Sand	100	Cft.		
4.	Stone 3/8''	70	Cft.		
5.	ISMC 75	200	Kg.		
6.	M.S. Rod 10 mm	20	Kg.		
7.	Aluminium Channel framing with 5mm thick glass fitting in wall	736	Sqft.		
8.	AC board ceiling 2' x 2' with GI / Aluminium framing	465	Sqft.		
9.	Floor tiles 2' x 2' vitrified	600	Sqft.		
10.	Sanitary Items	Ls	Ls		
11.	Electrical Items	Ls	Ls		
12.	Windows	1	Set		
13.	Doors	1	No.		
14.	Light, Fan & Plug point wiring with 1.5 & 2.5mm ² copper wires with PVC casing, Switch & Board etc complete fitting with ISI marked.	12	Points		
15.	Distemper for Wall & Ceiling (Asian Paint)	50	Kg.		
16.	Synthetic paint (Asian Paint)	4	Ltr.		
17.	Glass for Windows 4mm	24	Sqft.		
18.	Misc. Hardware good	Ls			
	Cost of Materials				
	Labour Charge				
	Grand Total				

BASMATIA TEA ESTATE

Ref. E-Tender No.: AYCL/TEA DIVISION/31/17-18/ET/157**Ref. Tender No.:** BS/CAPITAL/17-18/02**PRICE SHEET**

(FOR ONLINE SUBMISSION)

SL. No.	Name of Item	Qty	Rate (In Rs.)	GST as applicable (In Rs.)	Total (In Rs.)
			a	b	a+b
1.	Factory Office : ➤ As per Technical specification mentioned :	01			