TENDER NOTICE
INVITING TENDER NO :
GOAW/GZP/084/20-21

1. The Office of the General Manager, Govt. Opium & Alkaloid Works, Ghazipur (located nearly 73 KMs from Varanasi) invites online e-tenders in Single Bid (Financial Bid only) from the Parties for the under mentioned work to this notice Inviting Tender.

| Subject : - Replacement of the damaged CGI Sheet of the roof of Bld No. 8 |
|---|---|---|
| Sl. No | Particulars of the item | unit |
| 1 | Dismantling roofing including ridges, hips, valleys and gutters etc. and stacking the material within 50 meters lead of: G.S. Sheet | 200 Sqm |
| 2 | Providing corrugated G.S. sheet roofing including vertical / curved surface fixed with polymer coated J or L hooks, bolts and nuts 8mm diameter with bitumen and G.I. limpet washers or with G.I. limpet washers filled with white lead, including a coat of approved steel primer and two coats of approved paint on overlapping of sheets complete (up to any pitch in horizontal/ vertical or curved surfaces), excluding the cost of purlins, rafters and trusses and including cutting to size and shape wherever required. 0.80 mm thick with zinc coating not less than 275 gm / sqm | 50x4=200 Sqm |

Note: The CGI sheet will be provided by our Works.

2. CRITICAL DATES OF TENDER

<table>
<thead>
<tr>
<th>Sl.No</th>
<th>Particulars</th>
<th>Date &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Uploading on CPP Portal and Department’s web-site</td>
<td>17.08.2020 at 18:00 hrs</td>
</tr>
<tr>
<td>2</td>
<td>Bid Submission Start Date &amp; Time</td>
<td>17.08.2020 at 18:00 hrs</td>
</tr>
<tr>
<td>3</td>
<td>Bid Submission End Date &amp; Time</td>
<td>09.09.2020 at 15:00 hrs</td>
</tr>
<tr>
<td>4</td>
<td>Bid Opening Date &amp; Time</td>
<td>10.09.2020 at 15:30 hrs</td>
</tr>
</tbody>
</table>

3. Tender Documents may be downloaded from Central Public Procurement Portal (CPPP) site [http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) as per the schedule given in the times schedule for tender as above. Aspiring Bidders who have not enrolled/registered for e-procurement should enrolled/registered before participating through the website [http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app). The Portals enrolment is free of Cost. Bidder shall submit their quotation Online on [http://eprocure.gov.in/eprocure/app](http://eprocure.gov.in/eprocure/app) as per the tender document published. Bidders are requested to
follow the instructions carefully as per the tender document and the instrument given in the above said website.

4. The tenders shall be submitted **online, in one part viz. Financial Bid, along with all the tender documents**. The format of Financial Bid is given in BOQ. All the pages of the bid must be sequentially numbered and signed. Over writing, if any, has to be duly certified/attested by the bidder or his authorized signatory irrespective of nature of content of the documents before uploading. Bids submitted without copies of documents specified shall be summarily rejected. The offers submitted through any means other than uploading on the CPPP website https://eprocure.gov.in/eprocure/app shall not be considered. No correspondence will be entertained in this matter.

5. Interested parties are advised to visit CPPP website [https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app) regularly till closing date of submission of tender for any corrigendum/ addendum/ amendment.

6. In the event of any of the above-mentioned date being subsequently declared as a holiday/closed day for this office, the tenders will be opened on the next working day at the scheduled time without any further notice.

7. Interested parties may also download the tender from the official website [www.goaf.gov.in](http://www.goaf.gov.in). The bids, complete in all respects should be submitted exclusively through the Government e-procurement portal [https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app) on or before **06.00 PM on 09.09.2020**.

8. For any clarification Shri A.K. Rai, Factory Engineer, GOAW, Ghazipur may be contacted at the office or on telephone number or Mobile number given below:
   - Tel. No. 0548-2221201 (Office)
   - Mob.No. 9415209358.

Enclosures:

(i) Annexure – A (Terms & conditions)
(ii) Annexure – B (General Information for Tenderers)
(iii) Annexure – C (Amount of EMD to be deposited)
(iv) Annexure – D (Tender Acceptance Letter)
(v) Annexure – E (Special Instructions for e-submission of bids)

- sd/-
  Manager,
  GOAW, Ghazipur
Annexure-A

नियम एवं शर्तें

(I) Tender E-procurement की वेबसाइट पर जारी BOQ में ही प्रस्तुत किया जाना चाहिए, अन्यथा उस पर विवाद

(II) व्यापारीक फार्म के द्वारा Tender दिए जाने के समय (Bid Security) ₹ 3000-( (डिग्री मापा,एफ.डी.आर.

(३) तबके एवं बैंक गारंटी के रूप में) अवधि जमानत राशि, प्रबंधक, सरकारी अधीक्षक एवं कार्यालय कार्यालय, गाजीपुर के नाम जमा करना होगा।

(III) न्यूनतम दर दाता को विभाग द्वारा सूचना देने के अनुसार समायोजन के कुल तालाब का 5 से 10 प्रतिशत

(IV) न्यूनतम दर दाता की Performance Security जमा करने हेतु विभाग द्वारा जारी आदेश पत्र में निर्धारित विधि

(V) फार्म द्वारा प्रस्तुत दरों की कुल मूल्य (FOR, GOAW Ghazipur) टेक्स सहित जोडकर किया

(VI) फार्म द्वारा दिए गए दर की वैधता Tender खोले जाने के तिथि/दिन से 90 (नवं) दिन की हारी। इस समय

(VII) उपरोक्त कार्य को आदेश प्राप्ति के लगभग 20 दिनों की भीतरी कार्य होगी। कार्य को सम्पूर्ण करने के वार्षिक

(VIII) कार्य सम्पूर्ण करने के लिए दिये गए कार्य आदेश अवधि के बाद (विलंब से) कार्य करने पर निम्नांकित कार्यों

(i) प्रथम 07 (सात) दिन तक के विलंब पर गूढ़ की 2 % (दो प्रतिशत) कार्यों

(ii) उपरोक्त (i) के बाद अगले 08 (आठ) दिन

(iii) कुल 15 (पद्ध) दिनों से अधिक का विलंब होने

(IX) प्रतिशत के सुधार के मामले में कार्य सम्पूर्ण करने हेतु जाने के लिए एक तारीख द्वारा अवधि को ले जाने के लिए उक्त पत्र द्वारा जसे कि आदेश कर्मकारी लाइसेंस (जिसमें कि सम्पूर्ण पत्र प्राप्त होता) जिसमें कार्य करने पर ही पास होता की जायगा।

(X) वैधता पड़ देने के बाद स्वीकार नहीं होता ही कार्य सम्पूर्ण होता ही कार्य सम्पूर्ण होता तथा सैंडरोइड होने के बाद लगभग

(XI) निबंध धारक के द्वारा अन्य कोई शर्त नहीं होगी। दर दाता द्वारा अपनी तरह से अन्य विनियम की दहशत में उसे अलग-अलग माना जायगा, तथा ऐसी कोडों को निबंध कोई अन्तर्दर्श निर्धारित करना होगा।

(XII) कार्य को सम्पूर्ण होने में अनुमति प्रदूषण (unreasonable) दरों होने से कार्य आदेश, कार्य आदेश जारी होने

(XIII) दरों से निर्धारित या बढ़ी हुई सब समय की देरी कार्य करने पर निबंध करता कार्य करने पर निबंधांग करणे कार्य आदेश में दिए गए

(XIV) यह प्रतिशत केंद्रीय नियम (सेंट्रल रूल) सं 195/1957 के अनुसार अनुसार जुड़ा हुआ होगा।

(XV) महाप्रबंधक के पास किसी या सभी निबंधों का निर्धारित निर्धारित करने का अधिकार होगा जिसके लिए कोई भी

Manager
GOAW, Ghazipur
TENDER DOCUMENTS

GENERAL INFORMATION FOR THE TENDERERS

1. With reference to this office tender notice issued vide F.No-2/32/Bld/2020 dated 23.07.2020, online tenders are invited for Replacement of the damaged CGI Sheet of the roof of Bld No. 8 at GOAW, Ghazipur from established/ reputed manufacturers/ distributors or their accredited agents as per specification enclosed with the Tender Documents.

2. Last date for uploading of tenders is up to 15:00 Hrs of 09.09.2020. Tenders uploaded after due date, time and not in prescribed tender document will not be considered. The tenders are to be submitted (Uploaded) in the prescribed Tender Documents, in respective covers.

3. Tenders uploaded upto prescribed time and date will be opened on 10.09.2020 at 15.30 Hrs

4. Financial Bid in the prescribed format as per BOQ shall be duly filled in and signed by the authorized signatory and uploaded online by the bidder along with the self-attested and stamped scanned copies of the following documents:-

   Cover-I
   a. Scanned Copy of the current and valid Trade License and Dealership Certificate as applicable.
   b. Scanned Copy of the current and valid GST Registration Certificate.
   c. Tender Acceptance Letter in format given in Annexure-D
   d. Scanned Copy of EMD.
   e. A Self declaration on stamp paper shall be submitted duly notarized to the effect that the firm is not BLACK LISTED for Government transaction by any Department / PSU of Government of India
   f. The Financial Bid (as in BOQ) shall be duly filled in, digitally signed and uploaded online by the bidder.

   Financial bid should be submitted online through Central Public Procurement Portal e-tender system website http://eprocure.gov.in/eprocure/app. Offline Bids shall not be accepted.

Note:

1. Price Bid in BOQ Excel form.
2. Price bid format may be download from e-procurement site https://eprocure.gov.in/eprocure/app/
3. Tenderers should not modify the price bid.
4. In case the tenderer fails to submit any of the documents as stated above, Financial bids of the bidder shall not be considered for opening and shall be rejected straight away without any further reference.
5. If it is noticed that the goods supplied do not conform to the specification of the order, GOAW, Ghazipur shall have the right to reject the materials in part or full. The supplier shall be liable to replace the rejected materials within the stipulated time. Till the replacement is done, the rejected materials shall be lying at the risk, cost and responsibility of the supplier.

6. Earnest Money of the unsuccessful tenderers shall be released after finalization of the tender, as per General Financial Rules 2017. Interest on the Earnest Money Deposit / Security Deposit will not be paid on any score, what-so-ever.

7. A Self declaration on stamp paper shall be submitted duly notarized to the effect that the firm is not BLACK LISTED for Government transaction by any Department / PSU of Government of India.

8. The General Manager, Govt. Opium & Alkaloid Works, Ghazipur reserves the right to reject or accept any tender without assigning any reason.

9. Item-wise evaluation of each item shall be done and supply order of individual item may be issued based on L1 according to the recommendation of Tender Opening Committee.

-Signed-
Manager,
GOAW, Ghazipur
## Detailed of amount of EMD to be deposited

<table>
<thead>
<tr>
<th>Sr no.</th>
<th>Name of Items</th>
<th>Amount of EMD to be deposited in INR.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Replacement of the damaged CGI Sheet of the roof of Bld No. 8 at GOAW, Ghazipur</td>
<td>3000/-</td>
</tr>
</tbody>
</table>
TENDER ACCEPTANCE LETTER

To,

The General Manager
Govt. Opium and Alkaloid Works, Ghazipur(U.P.)

Sir,

Subject: Acceptance of Terms & Conditions of tender.

Tender Reference No:

1. I/ We have downloaded / obtained the tender document(s) for the above-mentioned tender from the website(s) namely— as per your advertisement, given in the above mentioned website(s).

2. I/ We hereby certify that I/ we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc., which form part of the tender document) and signed on all the pages of the terms & conditions. I/we shall abide by the terms /conditions /clauses contained therein.

3. The corrigendum(s), issued from time to time by your department too have also been taken into consideration, while submitting this acceptance letter.

4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality /entirety.

5. I / We do hereby declare that we have not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.

6. I / We certify that all information furnished by me/ us/ our firm is true & correct and, in the event, that the information is found to be incorrect/untrue or found violated, then your department shall without giving any notice or reason thereof, shall summarily reject the Bid, without prejudice to any other rights or remedy.

Yours sincerely

Date: ____________________
Address: ____________________
Signature: ____________________
Name of the Authorised Signatory: ____________________
Designation: ____________________
Seal/Stamp: ____________________
1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

2. More information useful for submitting online bids on the CPP Portal may be obtained at https://eprocure.gov.in/eprocure/app

REGISTRATION

a. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) by clicking on the link “Online bidder Enrolment” on the CPP Portal which is free of charge.

b. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

c. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

d. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / n Code / e-Mudhra etc.), with their profile.

e. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.

f. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

SEARCHING FOR TENDER DOCUMENTS

i. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.

ii. Once the bidders have selected the tenders they are interested in, they may download the required documents/ tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS /e-mail in case there is any corrigendum issued to the tender document.

iii. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.
PREPARATION OF BIDS

a. Bidder should take into account any corrigendum published on the tender document before submitting their bids.

b. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

c. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

d. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

i. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

iii. The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

iv. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

v. Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

vi. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1. Any enquiries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk. The contact number for the helpdesk is 1800 2337315.