



GOVT. OF INDIA  
MINISTRY OF FINANCE  
DEPARTMENT OF REVENUE  
GOVT. OPIUM & ALKALOID WORKS

**GHAZIPUR (U.P.)-233001**

☎ 0548-2220237, 2221201, Fax- 2220601, GSTIN No.09AAAGG0195B1ZS,  
E-mail: goawgzup@gmail.com, <http://goaf.gov.in>

F.No. 2/30/2021/PSC

Date:07.06.2021

**TENDER –NOTICE**  
**INVITING TENDER NO:**  
**GOAW/GZP/037/2021-22**

1. The Office of the General Manager, Govt. Opium & Alkaloid Works, Ghazipur (located nearly 73 KMs from Varanasi) invites sealed tenders in Single Bid Online tenders (Financial Bid only)for Annual rate contract for Transportation of L.D.O from the Parties of the under mentioned Annexure-A to this notice Inviting Tender.

Sl. No.	Name of the Items	Quantity	Single Bid/ Two Bid
1.	Annual Rate Contract for Transportation of L.D.O	One Job	Single Bid

**2. CRITICAL DATES OF TENDER**

Sl.No.	Particulars	Date & Time
1	Publish Date & Time	07.06.2021& 09.00 hrs
2	Sale/Documents Download Start Date & Time	07.06.2021& 09.00 hrs
3	Sale/Documents Download End Date & Time	28.06.2021&15.00 hrs
4	Clarification End Date & Time	28.06.2021&12.00 hrs
5	Bid Submission Start Date & Time	07.06.2021& 09.00 hrs
6	Bid Submission End Date & Time	28.06.2021&15.00 hrs
7	Bid Opening Date & Time	29.06.2021&15.05 hrs

3. Tender Documents may be downloaded from Central Public Procurement Portal (CPPP) site <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>. The Portals enrolment is free of Cost. Bidder shall submit their quotation Online on <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> 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 websites—  
[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> on or before **15.00 PM on 28.06.2021**.

8. For any clarification Shri O.P. Rai, Manager, GOAW, Ghazipur may be contacted at the office or on telephone number or Mobile number:  
Tel. No. 0548-2221201 (Office) & Mob. No. 9891249214.

-sd-

Manager,  
GOAW, Ghazipur

Enclosures:

- (i) **Annexure-A (Technical Specification for Works&Terms and conditions).**
- (ii) **Annexure-B (General information for the tenderers)**
- (iii) **Annexure- C (Tender Acceptance Letter)**
- (iv) **Annexure – D (Amount of EMD to be deposited)**
- (v) **Annexure – E (Special Instructions for-submission of bids)**

**Technical Specification for Works & Terms and conditions**

**GOVT. OPIUM & ALKALOID WORKS, GHAZIPUR(U.P)**

**REF. F.No. 2/30/2021/PSC**

**(A) DETAILED INSTRUCTION OF Annual rate contract for transportation of L.D.O:**

क्रम सं.	कार्य का विवरण (पूरे स्पेशिफिकेशन सहित)	धारण/ क्षमता	दर प्रति टैंकर (रु में)
1	2	3	4
1.	Indian Oil Corporation Limited, Kanpur से Govt. Opium & Alkaloid Works, Ghazipur हेतु L.D.O 20 KL क्षमता, 24 KL क्षमता एवं 28 KL क्षमता के टैंकर में ट्रांसपोर्टेशन कार्य करने हेतु प्रति टैंकर का दर देवे।	20 KL	
		24 KL	
		28 KL	
2.	Bharat Petroleum Corporaton Limited, Mathura से Govt. Opium & Alkaloid Works, Ghazipur हेतु L.D.O 20 KL क्षमता, 24 KL क्षमता एवं 28 KL क्षमता के टैंकर में ट्रांसपोर्टेशन कार्य करने हेतु प्रति टैंकर का दर देवे।	20 KL	
		24 KL	
		28 KL	

(i) दर की वैधता आदेश जारी होने की तिथि से एक वर्ष तक लागू रहेगा।

(ii) Tender E-procurement की वेब साइट पर जारी BOQ में ही दर प्रस्तुत किया जाना चाहिए, अन्यथा उस पर विचार नहीं किया जायेगा।

(iii) आवश्यकतानुसार जब भी आदेश दिया जायेगा। फर्म को प्रतिष्ठान से ट्रांसपोर्टेशन के सभी प्रपत्र प्राप्त कर स्वयं के द्वारा निर्धारित स्थान से वांछित सामान को प्राप्त कर प्रतिष्ठान में पहुँचाना होगा। फर्म को ट्रांसपोर्टेशन आदेश प्राप्त होने के 12 दिनों के अन्दर वांछित सामग्री को इस प्रतिष्ठान तक सकुशल पहुँचाना होगा। आप निर्धारित तिथि 12 दिनों तक उक्त सामग्री को नहीं पहुँचाते है तो ऐसी स्थिति में रु0 1000 (रुपया एक हजार मात्र) प्रतिदिन के दर से जुर्माना देय होगा। जिसकी कटौती आपके विजक/जमानत राशि से किया जायेगा।

(iv) ट्रांसपोर्टेशन कार्य के अनुबन्ध का कार्य आदेश में दर्शायी गयी समय सीमा पूर्ण होने के उपरान्त यदि नया अनुबन्ध नहीं होता है तो इस कार्यालय द्वारा लिखित रूप में सूचना देने पर अनुबन्धित फर्म को कार्य आदेश में दर्शायी गयी दर एवं नियम तथा शर्तों पर अगले तीन माह तक कार्य करना पड़ेगा।

(v) रिफायनरी पर कैरैज/मालवाहक पहुँचने पर माल की सुपुर्दगी यथा सम्भव शीघ्र सुनिश्चित की जायेगी। यदि पूरे काजात के साथ कैरैज के रिफायनरी पर पहुँचने के बाद तीन दिन (72 घंटे) के अन्दर माल की सुपुर्दगी नहीं हो पाती है तो उक्त अवधि के बाद प्रतिदिन (24 घंटे) के लिए रु0 1000/- की दर से फर्म को प्रतिपूर्ति की जायेगी।

(vi) अपजीकृत फर्मों के द्वारा कोटेशन E-procurement की वेबसाइट पर जारी करने के समय (Bid Security)रु0 10000.00 (डिमांड ड्राफ्ट/एफ.डी.आर./बैंकर्स चेक अथवा बैंक गारंटी के रूप में) अग्रिम जमानत राशि, प्रबंधक, सरकारी अफीम एवं क्षारोद कारखाना, गाजीपुर के नाम **Scan copy** ही प्रस्तुत किया जाना चाहिए एवं Hardcopy निविदा खुलने कि तिथि से पूर्व इस कार्यालय में जमा करना होगा अन्यथा निविदा पर विचार नहीं किया जायेगा तथा पूर्व में किसी अन्य मद में जमा धनराशि भी मान्य नहीं होगी। EMD के रूप में नगद अग्रिम धनराशि स्वीकार नहीं की जाएगी। EMD से छुट प्राप्त फर्म सम्बन्धित प्रमाण पत्र अवश्य लगायें। निविदा में सफल दर दाता को कुल मूल्य का दस प्रतिशत परफोरमेंस सिक्योरिटी सी0डी0 आर0/ बैंक ड्राफ्ट/बैंक गारंटी के रूप में जमा किये जाने के बाद ही Bid Security को एक सप्ताह के अन्दर वापस किया जायेगा।

(vii) न्यूनतम दर दाता को विभाग द्वारा सूचना देने पर 10 प्रतिशत मात्र का (Performance Security) (डिमांड ड्राफ्ट,एफ.डी.आर., बैंकर्स चेक एवं बैंक गारंटी के रूप में) जमानत राशि, प्रबंधक, सरकारी अफीम एवं क्षारोद कारखाना, गाजीपुर के नाम जमा करना

अनिवार्य होगा। उपरोक्त Performance Security सहित सप्लायर के सभी संविदात्मक दायित्व अनुबन्ध पूरा होने की तारीख के साठ दिनों बाद अवमुक्त किया जायेगा।

(viii) दर दाता/निविदा धारक के द्वारा अलग से दी गयी कोई शर्तें मान्य नहीं होगी।

(ix) यदि दर दाता विभाग द्वारा दिये गये नियम एवं शर्तों के अनुसार कार्य करने को राजी नहीं होते हैं या दर दाता द्वारा अपना कोई शर्तें मांग की जाती है तो उन्हें कार्य करने हेतु अनिच्छुक समझा जाएगा।

(x) कार्य में अयुक्तियुक्त (Unreasonable) देरी होने से कार्य आदेश वगैर किसी भी सूचना के किसी भी समय निरस्त किया जा सकता है। देरी से (निर्धारित समय सीमा के बाद) कार्य करने पर निविदा कर्ता को कार्य आदेश में दिये गए नियमों के अनुसार जुर्माना देना होगा।

(xi) सामग्री की पूरी जिम्मेदारी ट्रांसपोर्टर की होगी। उसमें किसी प्रकार की मिलावट या कम होने या किसी प्रकार की क्षति होने पर इसका मूल्य ट्रांसपोर्टर द्वारा देय होगा। जिसे ट्रांसपोर्टर के जमानत राशि/बिल या अन्य विधियों से प्रतिष्ठान द्वारा वसूला जाएगा। ढुलाई की गयी सामग्री की मात्रा में टालरेंस 1 (एक) प्रतिशत की छूट की अनुमति होगी।

(xii) माल के परिवहन पर खर्च भाड़े की रकम पर सेवा कर का भुगतान, रिवर्स के तहत इस प्रतिष्ठान द्वारा किया जायेगा।

(xiii) माल परिवहन के समय रास्ते में किसी भी प्रकार के दुर्घटना होने एवं उसके अन्तर्गत धन –जन की हानि होने पर उसकी समस्त जबाबदारी ट्रांसपोर्टर की होगी एवं क्षतिग्रस्त माल के मूल्य का भुगतान फर्म को करना होगा।

(xiv) कार्य आदेश जारी होने से पूर्व फर्म द्वारा किसी भी राष्ट्रीयकृत बैंक द्वारा जारी ₹0 10,00,000/– (₹0 दस लाख) का बैंक गारंटी (दिये गये प्रोफार्मा के अनुसार) इस प्रतिष्ठान में प्रस्तुत करना होगा जो अनुबन्ध पूरा होने की तिथि के नब्बे दिनों बाद तक के लिए प्रभावी होना चाहिये। उक्त बैंक गारंटी पूरे अनुबन्ध अवधि के लिए मान्य होगा। बैंक गारंटी प्रदान नहीं करने की दशा में फर्म द्वारा प्रत्येक बार सामानों के ट्रांसपोर्टेशन से पहले सामानों के कुल मूल्य का इन्श्योरेंस स्वयं के खर्च पर कराना होगा एवं खर्चहुयी धनराशि की प्रतिपूर्ति बिल प्रस्तुत करने पर की जायेगी। इस प्रकार के अण्डरटेकिंग फर्म को कार्यआदेश जारी करने के पूर्व प्रस्तुत करनी होगी।

(xv) दर दाता द्वारा दिया गया दर अन्तिम होगा। इन्श्योरेंस प्रीमियम पर खर्च हुयी धनराशि की प्रतिपूर्ति बिल प्रस्तुत करने पर की जायेगी।

(xvi) महाप्रबन्धक को किसी या सभी निविदाओं को बिना किसी पूर्ण सूचना के तथा बिना कोई कारण बताये निरस्त करने का पूरा अधिकार होगा।

(xvii) यह प्रतिष्ठान केन्द्रीय नियम (सेप्टल रूल) सं0 195/1957 के अन्तर्गत पंजीकृत है एवं प्रतिष्ठान का टिनसं0 09683900013 एवं GST No. 09AAAGG0195B1ZS है। किसी भी शर्तें का शिथिल करने का अधिकारी, अपयुक्त कारण होने पर महाप्रबन्धक को होगा।

(xviii) टेन्डर के साथ निर्धारित कोटेशन प्रोफार्मा निर्धारित EMD अथवा EMD छूट होने का प्रमाण पत्र GSTN प्रमाण पत्र आवश्यक होने चाहिए।

-Sd-

**Manager,  
GOAW, Ghazipur**

Ministry of Finance, Dept. of Revenue, Govt. Opium &  
Alkaloid Works, Ghazipur (U.P)

TENDER No. :GOAW/GZP/037/2021-22

**TENDER DOCUMENTS**

**GENERAL INFORMATION FOR THE TENDERERS**

1. With reference to this office tender notice issued vides F.No-2/30/2021/PSC dated 07.06.2021; e-tenders are invited for Annual Rate Contract for Transportation of L.D.O from any Parties as per specification enclosed with the Tender Documents.
2. Last date for uploading of tenders is up to 15:00 Hrs. of 28.06.2021. 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.
3. Tenders uploaded upto prescribed time and date will be opened on 29.06.2021 at 15.05 hrs
4. Financial Bid in the prescribed format as per BOQ shall be duly filled in and signed by the authorised signatory and uploaded online by the bidder in Cover-I along with the self-attested and stamped scanned copies of the following documents:-

**Cover-I**

- a. **Scanned Copy of the current and valid GST RegistrationCertificate.**
  - b. **Tender Acceptance Letter in format given in Annexure-C**
  - c. **ScannedCopy of EMD**
  - d. **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.**
  - e. **The Financial Bid (as in BOQ) shall be duly filled in, digitally signed and uploaded online by the bidder.**
5. Financial bid should be submitted online through Central Public Procurement Portal e-tender system website <http://eprocure.gov.in/eprocure/app>. Off line 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 .

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.

6. 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/services 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.

7. Earnest Money of the unsuccessful tenders 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.

8. 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.

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

-Signed-  
Manager,  
GOAW, Ghazipur

**TENDER ACCEPTANCE LETTER**

To,

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

Subject: Acceptance of Terms & Conditions of tender for "Annual Rate Contract for  
Transportation of L.D.O".

Tender ReferenceNo: GOAW/GZP/037/2021-22

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:

Signature:

Address:

Name of the Authorised Signatory:

Designation:

Seal/Stamp:

**Ministry of Finance, Govt. Opium and Alkaloid Works,  
Ghazipur(U.P.)**

**TENDER No. :GOAW/GZP/037/2021-22**

**Special Instructions fore-submission of bids**

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 CPPPortal.
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 ofcharge.
- b. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for theiraccounts.
- 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 CPPPortal.
- 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 / nCode / e-Mudhra etc.), with theirprofile.
- e. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsibleto 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 CPPPortal.
- 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 tenderdocument.
- 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 theHelpdesk.

**PREPARATION OF BIDS**

- a. Bidder should take into account any corrigendum published on the tender document before submitting theirbids.
- 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 intime  
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.

**Detailed of amount of EMD to be deposited**

Sr no.	Name of Items	Amount of EMD to be deposited in INR.
1.	Annual Rate Contract for Transportation of L.D.O	10,000/-