



Eastern Coalfields Limited
(A Subsidiary of Coal India Ltd.)
Office of the General Manager, Satgram Area
Shethia Bhawan, P.O: Devchandnagar (Burdwan), West Bengal Pin – 713 332
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Ref No. SAT/GM/MM/Tender/Wooden planks /2012 / 135

Dated 24.1.2012

To:- **By REGD.POST**
1) M/s. West Bengal Forest Development Corpn. Kolkata. 2) M/s. Tulsidas G. Sheth, Sitarampur. 3) M/s. Vijay Saw Mill, Jamuria. 4) M/s. Punit Traders, Sitarampur. 5) M/s. M.K. Timber, Neamatpur

Dear Sir,

Subject : Tender Enquiry (Two bid System)

1. Sealed Quotations are invited as per following terms and the 'Terms and Conditions for Supply of Stores' attached herewith for the supply of materials indicated in the 'Schedule of Requirement'.
2. **Schedule of Requirements :**

The items are required for:

- a. **Name of the The machine/ Equipment : Wooden Planks**
- b. **Project/ Colliery for which items are required : Nimcha colliery**

<u>Sl. No.</u>	<u>Description</u>	<u>Part No.</u>	<u>Qty. Reqd.</u>
	Requirement of Wooden planks		
01	16"x6"x1" size – 14x2x16		448 pcs
02	16"x6"x1/2" - 28x14x16		6272 pcs

3. The tender is due for submission upto 3:00 pm of **15.2.2012**
4. Tender will be opened at 3:30 pm on **15.2.2012** in the presence of the members of the Tender Committee and attending tenderers.
5. Amount of EMD to be deposited: **Rs 4100/-** .

Special notes :- TP must be submitted along with each consignment.

I) Tender should be submitted in two parts. The envelope must be superscripted with tender no. and date of opening and put in the tender box provided for the purpose at Satgram Area Office. All envelopes containing the tender shall be properly sealed. Envelopes stapled shall not be accepted.

- a) The Part–I along with enclosures should be placed in a separate sealed cover superscribing on the top, Techno-commercial Bid (Part I), Tender no. & Date, name of tender, due date of opening of Cover-I , and the name and address of the tenderers.
- b) The Price Bid (Part–II) should be placed in a separate sealed cover supercribing on the top, Price Bid Part II., Tender No. & date, name of tender, due date of opening of Cover-I , and the name and address of the tenderers.
- c) Open covers shall not be accepted.
- d) Improper placement of tender in part I and II envelopes shall render the tendered invalid.
- e) Both Part I and Part II should be put in a 3rd sealed cover superscribing on the top, tender no. and date, name of tender, due date of opening of Part- I, and the name and address of the tenderer.

Enclosure: 'Terms and Conditions of Supply of Stores

Prepared by

Sr. Manager (Materials)

EASTERN COALFIELDS LIMITED
SATGRAM AREA
'Terms and Conditions for Supply of Stores'

1. **Earnest Money** : Earnest Money, if the same is required to be deposited (as mentioned in clause 5 of NIT) will be deposited in the form of DD in favour of **"ECL Area III"** from any nationalized bank payable at **Asansol**. If however, you are a State Govt./Central Govt. Organisation/PSU or valid DGS&D/NSIC registered firm for the tendered item or ancillary unit of ECL for the tendered items, you will be exempted from submission of EMD against documentary evidence.
2. The envelope must be super scribed with tender no. and date of opening and put in the tender box provided for the purpose at Satgram Area Office. All envelopes containing the tender shall be properly sealed. Envelopes stapled shall not be accepted.
3. The prices quoted must be **firm till delivery**. Otherwise offer will be rejected. The offer should remain open for acceptance **for 6 (six) months** from the due date of opening of tender.
4. The rates shall normally be quoted on **F.O.R. Satgram Area Stores** basis with break-up of prices e.g. (i) ex-works/ex godown price and (ii) freight, packing and forwarding charges. Sales tax will be payable extra as applicable.

Excise duty, if applicable, will be payable extra as per prevailing Excise rules. Refund/credit if any obtained shall be passed on to the buyer which shall be certified by the auditor of the supplier.

Where Excise Duty is payable , the following information should accompany the invoice of the supplier so that ECL may claim Cenvat Credit under rule 11(2) of Central Excise Rules :

1) Name of Consignor :	7) Commissionerate :	13) Time & Date of Removal:
2) Address of Consignor :	8) TIN No & VAT No :	14) Mode of Transport & Vehicle No/ RR No :
3) Centralised Central Excise Registration no of the Consignor:	9) Name and Address of consignee :	15) Rate of Duty:
4) Address of Corporate Office:	10) Central Excise Registration No of Consignee :	16) Qty & Value of Goods:.....
5) Central Excise Division :	11) Central Excise Range, Division and Commissionerate of Consignee :	17) Excise Duty, Primary Edu. Cess and S.H.Edu. Cess :..... (To be indicated separately)
6) Central Excise Range :	12) Description & Classification of Goods :	18) Invoice should be in triplicate. Original for buyers. Duplicate for Transporter and Triplicate for Consignor/ Assessee.

In this regard the information relating to ECL **to be incorporated by the supplier in their invoices** is being furnished as below :

1) Centralised Central Excise Registration No of ECL : AAACE7590EEM001	4) Central Excise Range : Kulti, X-10, South Road, Burnpur- 713325	7) Centralised Service Tax Registration No of ECL : AAACE7590EST007
2) Address of Corporate Office : Office of CMD , Eastern Coalfields Limited, Sanctoria .	5) Commissionerate : Bolpur (West Bengal)	
3) Central Excise Division : Asansol II, Senraleigh Road, Asansol – 713325	6) TIN NO & VAT No : 19741701222 & 19741701028	

5. Payment terms -100 % payment by cheque will be made to you **within 21 days** of receipts and acceptance of materials at consignee's end or submission of bills , which ever is later.
6. Quotation must be **typed** in the letter head of the tenderers . Hand written quotation will be summarily rejected. Quotations erased and over written will be summarily rejected unless corrections are authenticated with tenderer's signature.
7. The time for and the date of delivery of the stores stipulated in the "PURCHASE ORDER" shall be deemed to be of the essence of the contract and delivery of the stores must be completed by the date specified. In the event of failure to delivery or despatch the stores within the stipulated date / period in accordance with the samples and or specifications mentioned in the order and in the event of breach of any of the terms mentioned in the supply order ,CIL and its subsidiary Companies should have the right:-
 - a) to recover from the successful **tenderer as agreed liquidated damages**, a sum not less than **half %** of the price of any stores which the successful tenderer has not been able to supply as the delivery of such stores may be in aforesaid for each week or part of a week during which arrears **limited to 10%** .Where felt necessary the limit of 10% can be increased to 15%.
 - b) to purchase elsewhere, after due notice to the successful tenderer on the account and risk of the defaulting supplier, the stores not supplied or others of a similar description without canceling the supply order in respect of the consignment not yet due for supply or
 - c) to cancel the supply order or a portion thereof and if so desired to purchase the stores at the risk and cost of the defaulting supplier and also
 - d) to extend the delivery period with or without penalty, as may be considered fit and proper. The penalty, if imposed, shall not be more than the agreed liquidated damages referred to in clause (a) above.
 - e) to forfeit the security deposit in full or in part.
 - f) whenever under this contract a sum of money is recoverable from any payable by the supplier, CIL and its subsidiary companies shall be entitled to recover such sum by appropriating, in part or in whole by deducting any sum or which at any time thereafter may become due to the successful tenderer in this or any other contract. Should this sum be not sufficient to recover the full amount recoverable, the successful tenderer shall pay to CIL/its subsidiary companies on demand the remaining balance. The successful tenderer shall however not be entitled to any gain on any such purchase.
8. Sample of items wherever necessary should be submitted free of cost along with the quotations for inspection by this office. Where asked for, samples must be labeled with tenderer's name, address and this office tender enquiry no. and due date of opening of the tender.
9. Materials are **subject to inspection** by an authority to be deputed for the purpose.
10. This company has an open policy by which the materials despatched on Ex-Works basis are covered and prices quoted hence be exclusive of insurance charges. However for delivery on FOR-Satgram Area Stores basis ,transit insurance shall be covered by you.
11. The packing of all materials quoted shall conform to the **requirement of the carriers**.
12. Supply order if placed will be subject to terms and conditions given separately.
13. If the order is placed on the assurance of early delivery offered in preference to the lowest acceptable offer, in case of failure, you will be liable to pay the difference between the lowest acceptable offer and your offer.
14. The tenderer's shall quote to specification given. The materials shall conform to the relevant I.S.S. and in the absence to appropriate BSS/VDE/DIN wherever applicable.
15. "General terms & conditions of supply of stores of ECL" should be applicable for this tender.

- 16 The authority reserves the right to accept or to reject any or all the tenders in part or in full without assigning any reason whatsoever.
- 17 A tender which has not been received on the due date and before due time of opening of tender, the same will not be considered. No relaxation in this respect will be entertained.
- 18 Tenders sent through telegram/telex/fax or e-mail will not be considered except in case of single enquiry in which case post confirmation copy is to be obtained before competent authority approval.
- 19 Tenderers must sign with seal on all pages of their tender, including all enclosures submitted with the tender except printed leaflet / catalogue.
Price bid / offers received without signature and seal on all pages shall be rejected.
- 20 In case the tenderers submit self attested copies of registration certificate of DGS&D/NSIC/Licence from BIS and approval certificate issued by DGS&D/ other independent statutory bodies of Govt. of India along with the tender, such documents should be duly attested by Notary Public.
- 21 Please submit VAT/CST registration number and certificate along with the offer.**
- 22 Guarantee/Warranty:-As per rule, 12 months from the date of commissioning or 18 months from the date of receipts and acceptance by stores, whichever is earlier
- 23 Security Deposit Clause: Security Deposit shall be taken for 10% of ordered landed value without ceiling from the successful tenderer if value of order is Rs 1,00,000/- or above. If however, you are a State Govt./Central Govt. Organization/PSU or valid DGS&D/NSIC registered firm for the tendered item or ancillary unit of ECL for the tendered items, you will be exempted from submission of Security Deposit against documentary evidence.
- 24 Self attested order copies received from different Areas of ECL or other subsidiaries of CIL for the tendered item or same category should be submitted along with offer.
- 25 Please mention following details in respect of your firm to facilitate e payment:**
 - i) PAN No.
 - ii) Name of the payee(in Block letters)
 - iii) Address of the payee
 - iv) Bank Account Number
 - v) Name of the Bank
 - vi) Name of the Branch & Branch code
 - vii) Indian Financial service code(IFSC)
- 26 If your enterprise is registered under Micro Small and Medium Enterprises Development Act 2006 please furnish the registration no. and enclose a self attested copy of the regn. certificate as a documentary evidence. If your enterprises is yet to receive Regn. Certificate ,but applied for, self attested memorandum must be submitted as a documentary evidence. In case, you are not covered by MSMED Act 2006, then please confirm the same also.**