



**cmpdi**  
*A Mini-Ratna Company*

सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इन्स्टीच्यूट लिमिटेड  
(कोल इण्डिया लिमिटेड की अनुषंगी कम्पनी/भारत सरकार का एक लोक उपक्रम)  
क्षेत्रीय संस्थान-6, जयन्त कोलियरी- 486 890, सिंगरौली (म.प्र.)  
**Central Mine Planning & Design Institute Ltd.**  
(A Subsidiary of Coal India Limited/ Govt. of India Public Sector ( U/t.)  
Regional Institute-6,  
P.O.-Jayant, Colliery, Dist. Singrauli PIN-486 890 (M.P.)  
Corporate Identity Number : U14292JH1975GOI001223

---

फोन Phone: (07805) 222806, फैक्स FAX: (07805) 222330: ई-मेल e-mail: ri6@cmpdi.co.in  
CMPDI Ltd. Registered Office: Gondwana Palace, Kanke Road, Ranchi - 834031

---

**TENDER DOCUMENT  
FOR**

**Supply of Chemicals as Drilling Fluid Additives at CMPDI (RI-6),  
Exploration Camp, Singrauli, MP.**

Tender No: CMPDI/ RI-6/ EXPI/ Purchase/ 2016-17/ 16

Date: 24/05/2016

No. of pages: 7 (Seven)

To

M/s. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of issuing officer



**cmpdi**  
A Mini-Ratna Company

सेन्ट्रल माईन प्लानिंग एण्ड डिजाइन इन्स्टीच्यूट लिमिटेड  
(कोल इण्डिया लिमिटेड की अनुषंगी कम्पनी/भारत सरकार का एक लोक उपक्रम)  
क्षेत्रीय संस्थान-6, जयन्त कोलियरी- 486 890, सिंगरौली (म.प्र.)  
**Central Mine Planning & Design Institute Ltd.**  
(A Subsidiary of Coal India Limited/ Govt. of India Public Sector ( U/t.)  
**Regional Institute-6,**  
**P.O.-Jayant, Colliery, Dist. Singrauli PIN-486 890 (M.P.)**  
Corporate Identity Number : **U14292JH1975GOI001223**

फोन Phone: (07805) 222806, फ़ैक्स FAX: (07805) 222330: ई-मेल e-mail: ri6@cmpdi.co.in  
CMPDI Ltd. Registered Office: Gondwana Palace, Kanke Road, Ranchi - 834031

Tender No. CMPDI/RI-6/Expl/Purchase/2016-17/ 16

Date: 24.05.2016

### **NOTICE INVITING TENDERS**

- 1.0 Sealed tenders (quotations) in TWO PART SYSTEM are invited from eligible suppliers/ authorized dealers/ agencies for following item(s) as per specifications and details mentioned below:

|                                                                        |                                                                                                                                             |
|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Description of work                                                    | <b>Supply of Chemicals as Drilling Fluid Additives at CMPDI (RI-6), Exploration Camp, Singrauli, MP.</b><br>(Items as per Annexure-I)       |
| Estimated cost                                                         | Rs. 98800/-                                                                                                                                 |
| Tender Document Fee                                                    | Rs. 100/-                                                                                                                                   |
| Issue of Tender Documents                                              | Begins on <b>24.05.2016</b> &<br>Closes on <b>10.06.2016</b> .                                                                              |
| Last date of <b>submission</b> of sealed tenders                       | <b>13.06.2016 up to 3.00 PM.</b>                                                                                                            |
| Schedule date and time of <b>opening</b> of Envelope-I (Technical bid) | 13.06.2016 at 4.00 PM.                                                                                                                      |
| Date and time of opening of Envelope –II (Price bid)                   | Shall be communicated in due course of time to the qualified bidders after scrutiny of all the requisite documents submitted in Envelope-I. |

### **2.0 Availability of Tender Document**

- 2.1 Tender Documents can be obtained from the office of the **Purchase Officer, CMPDI, RI-6, Jayant** on any working day between **10.00 hrs. to 13.00 hrs.** against cash receipt on payment of tender document fee at the cash counter, CMPDI RI-6, Jayant.

### **2.2 Tenders downloaded from websites :-**

Complete Tender Document will also be available on CMPDI's web site <http://www.cmpdi.co.in> or Government web site [www.tenders.gov.in](http://www.tenders.gov.in). The tenderer, who desires to download the tender document from website and submit the tender on due date and time may do so subject to the condition that they have to deposit the cost of tender document in the form of **Demand Draft/ Banker's cheque** drawn on any nationalized/scheduled bank in favour of '**CMPDI Ltd. Regional Institute Singrauli**' Payable at '**Morwa/Dudhichua/Jayant**'..

The company shall not be responsible for any delay/difficulty/inaccessibility of the downloading facility or any reason whatsoever. The downloading facility shall be available during the period of sale of tender documents.

The bidders who have downloaded the tender document from the websites will be required to submit a **Declaration (as per Annexure-II)** that they will accept the tender document as available

in the website and their tenders shall be rejected, if any tampering in the tender document is found at the time of opening of tender.

The **Bank Draft/ Banker's cheque** towards the cost of tender documents (downloaded) and the **Declaration** by the tenderer as per **Annexure-II** shall be **submitted in Envelope-I** along with other documents as specified in Sl. No. **3.0 (Minimum eligibility criteria) and 4.0** (Submission of offer).

In case of any discrepancy between the tender document downloaded from the website and the master copy available in the office, the latter shall prevail & will be binding on the tenderers. No claim on this account shall be entertained.

### **3.0 Minimum eligibility criteria**

The tenderer has to submit following certificates regarding minimum basic eligibility criteria for consideration as a qualified bidder:-

- 3.1 Manufacturer of the products Or  
Sole Selling Agent / Authorized Dealer / Authorized Distributor /Sub Dealer for the products of reputed manufacturer Or  
Work orders/ Supply orders for supply of similar items to government office or PSU office should be enclosed with the offer to be submitted.
- 3.2 Photocopy of Permanent Account Number (PAN) Card, if it is not printed on quotation.
- 3.3 Photocopy of TIN/Sales tax Registration Certificate, if it is not printed on quotation.

### **4.0 Submission of Offer**

**Tenderers are required to submit their offers properly sealed in a single envelope giving reference to the Tender Notice No. and date.**

**The single sealed envelope shall contain offers in separate two envelopes properly sealed and superscribed as Envelope - I and Envelope - II with Tender Notice No. and date respectively.**

**All the envelopes must be properly sealed and should bear 'Quotation for Chemical'. Envelopes only stapled shall not be accepted.**

**The tenderers should sign with seal on all pages of tender document including all enclosures submitted with the tender. Offers received without signature and seal on all pages shall be rejected.**

Two envelopes should contain the details of the offer as follows:

#### **a) Envelope- I (Technical Bid) -**

Should contain the following –

- i) Tender document issued by department or downloaded from the website **duly signed with seal** in all pages by the tenderer.
- ii) All the requisite documents mentioned above at Sl. No. 3.0 (minimum eligibility criteria) duly signed with seal by the tenderer.
- iii) Tender document fee in the form of **cash receipt/ demand draft/ Banker's cheque** (as applicable).
- iv) Duly filled in **Technical format** as indicated in this tender document **Annexure-I**.
- v) **Declaration** as per **Annexure-II**, duly signed with seal, in case, tender documents have been downloaded.

#### **b) Envelope- II (Price Bid) -**

Should contain **rate(s)/ amount** in the format as indicated in **Annexure-III** of this tender document Rate(s) /amount quoted must be inclusive of all taxes, duties, logistics, VAT, etc, i.e. Net price **FOR** Destination at **CMPDI (RI-6), Exploration Camp, PO.- Singrauli, Dist.- Singrauli, MP. Pin- 486889.**

**5.0 Location/ Place of submission of Tender:** In the office of the **Purchase Officer**, Exploration department, CMPDI, RI-6, Jayant, Singrauli (M.P).-486890

**6.0 Opening of tenders-**

**a) Envelope – I (Technical bid)** will be opened by the purchase committee on **13.06.2016 at 4.00 PM** in the office of the **Purchase Officer**, CMPDI, RI-6, Jayant, Singrauli.

**b) Envelope – II (Price bid)** of the offers shall be opened by the purchase committee only in respect of tenders as are found valid/technically qualified after scrutiny of documents submitted in **Envelope – I**.

**Date and time of opening of Envelope – II (Price Bid) of qualified tenderers will be communicated by the Purchase officer in due course.**

**7.0** CMPDI does not bind itself to accept the lowest tender and reserves the right to reject any or all the tenders at any stage without assigning any reason whatsoever.

Purchase Officer / Senior Manager (Geol.)  
CMPDI, RI-6, Jayant.

Distribution:

- 1) RD, CMPDI, RI-6: for kind information.
- 2) Secretary to RD - with a request to display on the notice boards.
- 3) HOD (Finance), CMPDI, RI-6.
- 4) HOD (P&A) - Total 12 copies for distribution as under:
  - 11 copies for Secretaries to CGM - Jayant/ Dudhichua/ CWS/ Nigahi/ Amlohri/ Khadia/ Kakri/ Bina/ Jhingurda/ Block B/ Krishnashila projects.
  - 1 copy for OIC, Drilling Camp, Singrauli.
- 5) OIC (Stores), CMPDI, RI-6.
- 6) Vigilance Officer, CMPDI, RI-6.
- 7) HOD (E-Procurement & contract management cell), CMPDI, HQ, Ranchi
- 8) Members, Purchase Committee:
  - i) Shri T K Shaw, Dy. Manager(Fin)
  - ii) Shri K. Nigam, Asst. Manager (Env)
  - iii) Shri Prateesh V. Parolical, Asstt. Manager(E&M)

## **Terms & Conditions**

1. **Consignee: Officer In-Charge, CMPDI (RI-6), Exploration Camp, PO.- Singrauli, Dist.- Singrauli, MP. Pin- 486889.**
2. **Bill accepting authority: HOD (Exploration), CMPDI, RI-6, Jayant.**
3. **Paying authority: HOD (Finance), CMPDI, RI-6, Jayant.**
4. **Price quoted** must be inclusive of all taxes, duties, VAT etc i.e. net price FOR Destination i.e. **CMPDI (RI-6), Exploration Camp, PO.- Singrauli, Dist.- Singrauli, MP. Pin- 486889.**
5. The offer must be firm for six months after opening of price bid.
6. The supply shall be completed within 30 days from the date of receipt of Supply Order.
7. **The lowest bidder will be decided on the basis of lowest price bid of each item.**
8. The tenderers should sign with seal on all pages of Tender Document including all enclosures submitted with the Tender. Offers received without signature and seal on all pages shall be rejected.
9. 100% payment will be made through **Electronic Fund Transfer System** within **30** days after satisfactory supply, inspection & acceptance of the supplied material against supply order on submission of **duly signed and stamped Pre-receipted bill, quality certificate** along with **photocopy of bank passbook** mentioning A/c number, IFSC code, Branch name etc. .
10. In case of late supply by the supplier –
  - i) Penalty @ 0.5% per week or part thereof subject to a maximum of 10% shall be imposed.
  - ii) However in case of emergency, if the ordered material is not supplied, within scheduled time period of 4 weeks, the Supply Order will be cancelled and material shall be procured in full or part by CMPDI from other sources, and excess cost, if any, shall be recovered from the pending bills of the defaulting supplier.
15. **Non- disclosure/Confidentiality Clause:**

The bidder will not any time during the pendency of contract or afterwards, disclose to any person any information as to documents, components, parts, information, drawings, data, sketches, plans, programs, specifications, techniques, processes, software, inventions and other material, both written and oral, of a secret , confidential or proprietary nature, including without limitations any and all information relating to finance, invention, research, design or developments of information system and any supportive or incidental subsystems, and any and all subject matter claimed in or disclosed by any patent application prepared or filed by or on behalf of CMPDIL, in any jurisdiction, and any amendments or supplements thereto. The bidder should understand that any breach of this clause would constitute a serious offence for which appropriate legal action may be taken to ensure the enforcement of confidentiality clause.

CMPDIL also desires that the bidder shall hold in trust and confidence, and not disclose to others or use for its own benefit of other, any Proprietary Information which is disclosed to the bidder by CMPDIL at any time during the agreement/ award of work/ execution of work and thereafter. The bidder shall disclose Proprietary Information received under the contract to person within its organization only if such persons (i) have a need to know and (ii) are bound in writing to protect the confidentiality of such Proprietary Information. This clause shall survive and continue after any expiration or termination of the contract and shall bind the contractor, its employees, agents, representatives, successors, heirs and assigns.

**Purchase Officer /Senior Manager (Geol.)**  
**CMPDI, RI-6, Jayant.**

**Annexure-I****Technical Format****(To be submitted in Envelope – I duly filled in)**

| <b>Sl. No</b> | <b>Items &amp; Technical Specifications</b>        | <b>Unit</b> | <b>Quantity (No.)</b> | <b>Compliance with technical specification. (Yes/No)</b> |
|---------------|----------------------------------------------------|-------------|-----------------------|----------------------------------------------------------|
| 1             | Potassium chloride (Purity 98%, Moisture 2% max.). | Kg.         | 250                   |                                                          |
| 2             | Caustic soda (NaOH 98% min.)                       | Kg.         | 200                   |                                                          |
| 3             | CMC Powder (Low Viscosity)                         | Kg.         | 200                   |                                                          |
| 4             | Barite                                             | Kg.         | 200                   |                                                          |
| 5             | Mica Flux                                          | Kg.         | 500                   |                                                          |
| 6             | Sulphonated Asphalt                                | Kg.         | 250                   |                                                          |

Note : All the terms & condition of NIT ref. CMPDI//Expl./Purchase/2016-17/ 16 dated: 24.05.2016 is acceptable to us.

Signature:

For & on Behalf of  
M/S.....  
(Firm's name & stamp)

Note:-Any cutting or correction should be duly signed.

**DECLARATION**  
**(To be submitted in Envelope – I)**

**TENDERERS, WHO HAVE DOWNLOADED THIS TENDER DOCUMENT FROM CMPDIL/GOVT.  
WEBSITE**

This is to certify that I/we have downloaded this tender document from CMPDIL/Govt. Website and I/we am/are submitting the same without tampering at any page. Further, I/we understood that in the event of such tampering is detected at any stage or any time, CMPDIL have got right to reject/terminate my/our offer/work and my/our firm can be blacklisted.

Signature of the Bidder with  
seal and date

**PRICE BID****(To be submitted in Envelope – II duly filled in)**

| <b>Sl. No</b> | <b>Items &amp; Technical Specifications</b>        | <b>Unit</b> | <b>Quantity (No.)</b> | <b>Unit Price (Rs.)</b> | <b>Amount (Rs.)</b> |
|---------------|----------------------------------------------------|-------------|-----------------------|-------------------------|---------------------|
| 1             | Potassium chloride (Purity 98%, Moisture 2% max.). | Kg.         | 250                   |                         |                     |
| 2             | Caustic soda (NaOH 98% min.)                       | Kg.         | 200                   |                         |                     |
| 3             | CMC Powder (Low Viscosity)                         | Kg.         | 200                   |                         |                     |
| 4             | Barite                                             | Kg.         | 200                   |                         |                     |
| 5             | Mica Flux                                          | Kg.         | 500                   |                         |                     |
| 6             | Sulphonated Asphalt                                | Kg.         | 250                   |                         |                     |

Note: -

- i. **Price quoted** must be inclusive of all taxes, duties, VAT etc i.e. net price FOR Destination i.e. **CMPDI (RI-6), Exploration Camp, PO.- Singrauli, Dist.- Singrauli, MP. Pin- 486889.**
- ii. All the terms & condition of NIT ref. CMPDI/RI-6/ Expl./ Purchase/ 2016-17/ 16 dated : 24.05.2016 is acceptable to us.
- iii. Any cutting or correction should be duly signed.

Signature:

For & on Behalf of  
M/S.....  
(Firm's name & stamp)