



cmpdi
A Mini Ratna Company

सेंट्रल माईन प्लानिंग एण्ड डिजाइन इंस्टीट्यूट लिमिटेड
(कोल इण्डिया की अनुषंगी कम्पनी);

क्षेत्रीय इंस्टीट्यूट-6, पोस्ट ऑफिस-जयंत, सिंगरौली - 486890, मध्य प्रदेश
Central Mine Planning & Design Institute Limited
(A Subsidiary of Coal India Limited)

Regional Institute-VI, P.O. Jayant; Dist. Singrauli, (M.P.)-486 890

Ref. No.: CMPDI/RI-VI/EXPL/22-23/47

Dated: 14.09.2022

QUOTATION TENDER

Dear Sir,

Kindly, offer your quotation in percentage rate for the work "Sample preparation at RI-VI for R&D project on Trace Element at Singrauli" as per Annexure I.

- | | |
|---------------------------------------|--|
| 1. Name of the work: | Sealed tenders in single cover are invited for the work of "Sample preparation at RI-VI for R&D project on Trace Element at Singrauli" RS. 120230.20 (including GST) |
| 2. Estimated cost: | |
| 3. Earnest money: | Rs 1600.00 in the form of A/c payee demand Draft drawn in favour of "CMPDIL, Regional Institute-6, Singrauli" on any scheduled Bank, payable at Singrauli. |
| 4. Period of completion: | One Year (365 days)/Till completion of project, whichever is earlier |
| 5. Cost of Tender Document: | NIL. |
| 6. Last date of submission of offers: | Up to 1.00 pm on 21.09.2022 |
| 7. Place of Submission of offers: | Office of the HOD (EXPL), CMPDI RI-VI, JAYANT, SINGRAULI. |
| 8. Due date of opening of offer: | At 3.30 pm on 21.09.2022 |
| 9. Place of opening of tender: | Office of the HOD (EXPL), CMPDI RI-VI, JAYANT, SINGRAULI. |

Yours faithfully,

[Signature]
HOD (EXPL)

CMPDI RI-VI, Singrauli.

Copy to:

1. RD, RI- VI-for kind information
2. ES to RD (2 Copies) - For display on notice board of RI-VI Office and notice board of maintenance office at colony.
3. OIC, CMPDI Drilling Camp Singrauli- For display on notice board.
4. Members - Tender Committee
5. Vigilance officer, CMPDI-RI-VI

TENDER DOCUMENT

Sealed tenders in **single cover** are invited for the work of **"Sample preparation at RI-VI for R&D project on Trace Element at Singrauli"**

Name of work:

Name of work	Estimated Cost in Rs.	E.M.D. in Rs.	Application fee for tender document	Period of completion
"Sample preparation at RI-VI for R&D project on Trace Element at Singrauli"	120230.20 (Including GST)	1600.00	Nil	365 Days/Till completion of project, whichever is earlier.

1. **Earnest Money:** Rs. 1600.00 as *Earnest Money* is to be deposited in the form of A/c Payee Bank Demand Draft of any scheduled Bank in favour of **"CMPDIL, RI-6, Singrauli"**. The EMD of all unsuccessful bidders will be refunded as promptly as possible after finalization of the tender. The EMD of successful bidder will be adjusted with the Performance security. EMD money deposit for the work should be from his A/C with Bankers certificate as per Annexure-II to enable the refund of EMD of unsuccessful bidders. EMD shall bear no interest.

Bidders have to sign a bid securing declaration (as per Annexure-V) accepting that if they withdraw or modify their bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline or any other default which attracts forfeiture of EMD as defined in the request for bids documents, they will be banned for two years from being eligible to submit bids in CIL and its subsidiaries. The banning shall be done under the provisions of the NIT with the approval of Tender Accepting Authority with intimation to all concerned.

2. **Mode & Method of Submission of Tenders**

Tender must be submitted in sealed single cover which must be super scribed with the Tender name, Tender notice number along with date at top of envelope and tenderer name & address at bottom left of envelope. Envelope containing the tenders shall be properly sealed. **Stapled envelope is not accepted.**

List of Mandatory documents to be submitted in Main Envelope of the bid:

- i. Legal status of the bidder.
- ii. Price bid as per Annexure – I of NIT.
- iii. An undertaking as per Annexure – II of NIT.
- iv. Letter of bid as per Annexure – III of NIT.
- v. Mandate Form for ELECTRONIC FUND TRANSFER / INTERNET BANKING PAYMENT as per Annexure – IV of NIT
- vi. Duly sealed and signed copy of NIT (on all pages) as a token of acceptance of terms and conditions of NIT along with the authorization to sign the tender documents in case the same are signed by a person other than owner / proprietor of the firm.
- vii. Copy of self – attested PAN Card issued by Income Tax Department, Govt of India.
- viii. Copy of self – attested GSTIN registration indicating GSTIN number or documentary evidence in case of exemption / short levy or concessional rate (if applicable).
- ix. Bid Securing Declaration as per Annexure – V of NIT

Sanjay Kumar

3. **Validity Period of Tenders:** The rates, terms and conditions offered shall be valid for a period of 120 days from the date of opening of the tender.
4. **Submission of Tenders:** Tenders will be submitted in tender box in sealed covers at the address:-Office of the HOD (EXPL), CMPDI RI-VI, JAYANT, SINGRAULI 486 890 (M.P).
5. **Opening of Tender:** The tender shall be opened at the office of HOD (EXPL), CMPDI RI-VI, JAYANT, SINGRAULI 486 890 (M.P) at the time and date as given in the NIT.
(If the tender is not opened on the above date due to unforeseen circumstances, then it will be opened on the next working date.)

6. GENERAL TERM AND CONDITIONS FOR SUBMISSION OF OFFERS

- a. Quotations, erased and over written, will be strictly rejected.
- b. CMPDI reserves the right to reject or accept or withdraw or cancel the tender in full or part as the case may be without assigning any reason thereof at any point of time. Tenderers are advised to carefully note that the deviation in these terms will not be entertained.
- c. Bid evaluation: - Parties are required to submit their offers for all the items as per Price Bid in Annexure-I. However, bids shall be evaluated on overall lowest (L-1) rate basis.

7. OTHER TERMS AND CONDITIONS

- a. **Prices:** -Rates shall including GST.
- b. **Paying authority:** The HOD (Finance), Regional Institute-VI, Singrauli (MP)
- c. **Security Deposit:**
- i. **Performance Security** would be 3% of contract amount and should be submitted within **21 days** of issuance of LOA/ WO by the successful bidder in any of the form of Demand Draft drawn in favour of CMPDIL, RI-6, Singrauli any Scheduled Bank payable at its Branch.

The bid security deposited in the form of Demand draft may be adjusted against the Performance security (1st part of security deposit) at bidder's option.

3% Performance Security should be refunded within 14 days of the issue of defect liability certificate.

- ii. All running on account bills shall be paid at 95% (ninety-five percent) of work value. The balance 5% shall be treated as retention money and will be second part of security deposit.

Retention Money should be refunded after issue of No Defect Certificate.

The refund of security deposit shall be subject to company's right to deduct/ appropriate its due against the contractor under this contract or under any other contract.

HOD (EXPL)
CMPDI RI-VI, Singrauli

ANNEXURE-I**PRICE BID**

<u>SNo.</u>	<u>Description</u>	<u>Amt.(Rs.)</u>
1	Nature of work: - a) Collection of Borehole core sample from ongoing Coal Exploration projects in Singrauli coalfield Area and Sample collection from running mines of NCL. b) All collected samples is to put in plastic bags c) Samples to be crushed and powdered up to 60/72/200 Mesh size. d) All miscellaneous job related to the above subjected work as per direction of the OIC.	120230.20
	Total Amount (Rs.)	120230.20

Total estimated amount (Including. GST) Rs. **120230.20**

I hereby quoted my rate _____ (in %) above/below on the estimated value including GST which is in amount of Rs. _____
(including GST)

Note:

1. Bidders are required to quote their rate in the space provided both in numeric and amount in words.

Place:

Full Signature & Seal of the Authorized person:

Date: -



ANNEXURE- II

**(PROFORMA FOR UNDERTAKING TO BE SUBMITTED BY BIDDERIN LETTER
HEAD)**

UNDERTAKING

I/We, _____ *(Proprietor/Partner/Legal Attorney/
Accredited Representative) of M/s _____, solemnly
declare that:

1. I/We am/are submitting Tender for the Work
of.....against Ref. No.
CMPDI/RI-VI/EXPL/22-23/....., Date:and I/we offer to execute the work in
accordance with all terms, conditions and provisions of the bid.
2. All information furnished by me/us in respect of fulfilments of eligibility criteria and
qualification information of this Tender is complete, correct and true.
3. None of the proprietor/partners of our firm is relative of employee of Central Mine
Planning & Design Institute.
4. If any information furnished by me/us in support of the information furnished by me/us
is found to be false/incorrect at any time, the department may cancel my Tender and
action as deemed fit may be taken against me/us, including termination of the contract,
forfeiture of Earnest Money and banning/ delisting of our firm and all partners of the
firm for a minimum period of 01 (one) year.
5. Our status with regard to GST registration: GST registered/Unregistered/Registered
under Composition Levy (Strike off whichever is not applicable).
6. I/ We hereby authorize department to seek references / clarifications from our
Bankers.
7. We hereby undertake that we shall register and obtain license from the competent
authority under the contract labour (Regulation & Abolition Act) as relevant, if
applicable.
8. I/We have never been banned or delisted by any Govt. or Quasi Govt. Agency or any
Public Sector Undertaking.
9. All documents / credentials submitted along with this tender are genuine, authentic,
true and valid.

*Strike out whichever is not required

Full Signature of the Authorized person

Dated-----

Devi 14.09.22

ANNEXURE- III

(PROFORMA FOR LETTER OF BID TO BE SUBMITTED BY BIDDER IN LETTER HEAD)

LETTER OF BID

Ref.: -

Dated: -/ /

To,
The HOD (EXPL)
CMPDI RI-VI, JAYANT,
Singrauli (M.P)

Ref.: - Ref. No.: - **CMPDI/RI-VI/EXPL/22-23/-----**

Dated: -----

Dear Sir,

With reference to the above referred NIT we are pleased to offer you our lowest quotation with the following details.

1. Name and Full Address of the firm:

2. Type/Status of the firm:

(Indicate whether Company / Partnership firm/ Proprietorship firm etc.)

3. Name & designation of the firm authorized to sign the tender documents:
.....

(Please submit the copy of authorization with signature duly attested in case the tender is signed by person other than the proprietor / owner of the firm)

4. We have submitted signed and stamped copy of all the pages of NIT terms and conditions as token of acceptance of commercial & general terms and conditions of NIT.

5. Our **GSTIN No.** is (Photocopy of GSTIN proof attached)

6. Our **PAN No.** is (Photocopy of PAN card enclosed)

7. We have submitted **Price Bid** as per format mentioned under Annexure-I.

8. We have submitted e-payment as per format mentioned under Annexure-II.

9. We have submitted Undertaking as per format mentioned under Annexure-III.

10. Our Registered E-mail ID (Please indicate your firms registered E-mail ID):

11. Our Contact Number:

Full signature & Seal of the authorized person

Name:



ANNEXURE- IV**Mandate Form for ELECTRONIC FUND TRANSFER / INTERNET BANKING
PAYMENT**

To

**Central Mine Planning & Design Institute Limited,
Regional Institute-VI, Jayant, Singrauli-486890.****Sub:** Authorization for release of payment due from Central Mine Planning & Design Institute Limited,
Regional Institute-VI, Jayant, Singrauli through Electronic Fund transfer/ Internet Banking.

(SBI-NET)

Ref: Order No. _____ Date _____ and/or Tender/Enquiry/Letter No. _____ Date _____

(Please fill in the information in CAPITAL LETTERS, Please TICK wherever it is applicable).

1. Name of the Party _____

2. Address of the Party _____

City _____ PIN
Code _____

3. E- Mail Id _____

4. Permanent Account Number _____

5. **Particulars of Bank**

Bank Name		Branch Name	
Branch Place		Branch City	
PIN Code		Branch Code	
MICR No.			
(9 Digits code number appearing on the MICR Band of the Cheque supplied by the Bank. Please attach Xerox copy of a Cheque of your bank for ensuring accuracy of the bank name, branch name and code number)			
RTGS CODE			
Account Type	Savings	Current	Cash Credit
Account Number (as appearing in the Cheque Book)			

4. **Date from which the mandate should be effective:** _____

I hereby declare that the particulars given above are correct and complete. If any transaction is delayed or not effected for reasons of incomplete or incorrect information. I shall not hold Central Mine Planning & Design Institute Limited responsible. I also undertake to advise any change in the particulars of my account to facilitate updation of records for purpose of credit of amount through SBI Net.

Place:

Date:

Signature of the party/Authorized Signatory.

Certified that the particulars furnished above are correct as per our records.
Banker's Stamp.

Date:
Banks)**(Signature of the Authorized official from the**

Bid Securing Declaration
(On the letter head of Bidder)

I / We Proprietor/Partner/Legal Attorney/ Director/
Accredited Representative of M/S., solemnly accept that if
we, withdraw or modify our bids during the period of validity, or if we are awarded the contract and
fail to sign the contract, or to submit a performance security before the deadline or any other default
which attracts forfeiture of EMD as defined in the request for bids documents than we will be banned
for one year from being eligible to submit bids in CIL and its subsidiaries.

Signature :

Name :

Designation :

Date:.....

Name of Firm :

Place:.....

Seal :



Special Terms and Conditions

SCOPE OF WORK

PART-A

1. Collection of Borehole core sample from ongoing Coal Exploration projects in Singrauli coalfield Area. Sample collection from running mines of NCL.
2. All collected samples is to put in plastic bags.
3. Samples to be crushed and powdered upto 60/72/200 Mesh size.
4. All miscellaneous job related to the above subjected work as per direction of the OIC.

PART-B

1. The contractor should ensure the presence of 3 to 5 **persons (unskilled labour) at a day as and when required basis/ as per direction of OIC. Failing this, a penalty of Rs. 600.00/- per day will be imposed.**
2. The contractor shall pay wages to his/their laborers as per the minimum wages acts and observe guidelines of these acts properly. He/ they shall also pay all statutory payments for his / their laborers as per relevant acts and through bank account only.
3. Guidelines Specifications and terms and conditions etc. are applicable as per CIL manual for civil engineering works.
4. No escalation shall be payable for the work on any account.
5. Any liabilities arising during performance of contract to any authorities shall be at the risk and cost of the contractor.
6. TDS as per income tax act 1961 and commercial tax as applicable shall be recovered from each bill of the contractor along with any other duty/cess etc.
7. All statutory taxes, duties, cess and other levies on work contract as applicable will be payable by the contractor.
8. Work i.e. Sl. No. 1 ,2, 3 and 4 of PART-A to be done on instruction from OIC / representative of OIC.
9. Work is to be done at different sites of Moher sub-basin and Main basin of Singrauli CF as per our requirement/direction of OIC/ representative of OIC.
10. L1 bidder needs to submit detailed breakup through mail after financial evolution against the quoted rate.
11. **The CMPDI RI-6 Authority reserves the right to cancel the work any time and without prior notice with or without assigning any reason what so ever without any compensation to the contractor and same shall be binding on the contractor.**
12. The payment to the contractor shall be made by the HOD (Finance), CMPDI RI-6 Singrauli.
13. Payment will be submitted on monthly basis after submission of bill.
14. The estimate is prepared without considering EPF/CMPF and bidders may be advised to bid their quotes as per applicability of EPF /CMPF.