

HOOGHLY DOCK & PORT ENGINEERS LTD.
NAZIRGUNGE WORKS
Ph. No. 2688 8000, Fax: 2688 5852
Website:hdpel.www.hooghlydock.gov.in
MATERIAL SERVICE DEPARTMENT
TENDER NO. 20/0038/09-10/P&A/CANTEEN

**TENDER DOCUMENT FOR SUPPLY OF CANTEEN ITEMS LIKE FISH, MEAT,
VEGETABLE, GROCERY & SWEETS ETC. FOR HDPEL,
NAZIRGUNGE WORKS (FOR ONE YEAR)**

M/s

- | | | | |
|----|---|---|---------------------------|
| 1] | Tender Document Fees | : | Rs. 200/- |
| 2] | Earnest Money Deposit (EMD): | | Rs.5,000/- |
| 3] | Last Sale of Document | : | From 10.08.09 to 20.08.09 |
| 4] | Last date of Submission | : | 21.08.09 up to 14.00 Hrs. |
| 5] | Date of Opening (Techno-
Commercial Bid) | : | 21.08.09 at 15.00 Hrs. |

The HDPEL reserves the right to reject any or all the tenders fully or party without assigning reason thereof.

Head (MSD)

Contd.to pg.2

Open Tender No. : 20/0038/09-10/P&A/CANTEEN**Sub : Supply of Canteen Items Like Fish, Meat, Vegetable, Grocery Sweets Etc.**

Sealed offers (in two parts) are invited from experienced suppliers for supply of Canteen Items like Fish, Meat, Vegetable, Grocery, Sweets etc. at our Nazirgunge Works for a period of one year as per details and general terms & conditions appended herewith:-

Pre – Qualification Criteria :-

- 1) Must have previous experience at least for two years in supplying the quoted items to any reputed organization.
- 2) Valid Trade License.
- 3) Partnership Deed in case the tenderer is a Partnership Firms
OR
Certified copy of Memorandum of Association in case the tenderer is a Company.
OR
Statement indicating that the tenderer is a Proprietorship Firms.

Part – I :- (Techno Commercial Bid)

To contains copies credentials in support of eligibility criteria, taxes, duties, delivery time, terms of payment, Earnest Money Deposit and acceptance of Terms and conditions of NIT.

Part – II :- Only Price (Unit & Total)

Both part – I & II separately sealed and marked shall have to be submitted under one sealed cover superscribing the tender enquiry number and due date of submission in the TNDER BOX at Nazirgunge Works positively within due date of submission.

Tender documents can be had from the office of Head (Materials), HDPE Nazirgunge Works against application and on payment of non-refundable Rs. 200/- by cash / DD in favour of Hooghly Dock & Port Engineers Ltd, payable at Kolkata on working days between 9.00 to 16.00 hrs. except Saturday & Sunday. Request for sending the bidding documents shall not be considered.

Bidders downloading the documents from HDPEL's website are required to submit the Tender Fee Rs. 200/- through Demand Draft along with their Techno Commercial Bid.

Earnest Money Deposit (EMD)

Tender are to submit Earnest Money Deposit for Rs. 5,000/- (Rupees Five Thousands Only) either in the form of Demand Draft in favour of Hooghly Dock & Port Engineers Ltd., from any Nationalised Bank and payable at Kolkata or in the form of Bank Guarantee as per enclosed format. The EMD shall not bear any interest and shall be returned to unsuccessful bidders. Offer(s) without Tender Fee and Earnest Money Deposit may be liable for rejection.

Original tender documents duly stamped and signed are to be returned with Techno - Commercial Bid as a token of acceptance of Terms & Conditions therein.

GENERAL TERMS & CONDITIONS :**01.) Acceptance of Order :-**

In the event of placement of order, successful bidder has to convey acceptance of Purchase Order in writing within seven days from the date receipt.

02.) Delivery Time :-

As per requirement of HDPEL.

03.) Price :-

Price to be quoted by the bidders, shall be inclusive of all taxes & duties and delivery up to Nazirgunge Works basis.

04.) Security Deposit :-

Successful bidder(s) shall have to submit security deposit @ 5% value of the order in the form of **Bank Draft** in favour of “**Hooghly Dock & Port Engineers Ltd.**” payable at Kolkata within 15 days from the date of placement of order.

Alternatively 5% amount from each running bill shall be deducted towards Security Deposit and retained by HDPEL till completion of the contractual supply and returned thereafter with no interest.

05.) Period of Contract :-

One year from the date of issue.

06.) Quantity :-

Quantity of materials to be supplied is to be followed strictly as per requirement of P&A department, of Nazirgunge works.

07.) Quality :-

Materials to be supplied are of good quality and suitable for human consumption. Weight of the materials certified at the time of receipt by HDPEL shall be final.

08.) Price Variation :-

Price to be quoted shall remain firm throughout the contract period. However if the contracts needs to extended rate will be settled after mutual negotiation & acceptance.

09.) Payment :-

Payment will be released once in a month on submission of bill along with supply documents on 30 days credit.

10.) Validity :-

Offer should remain valid up to 60 days from the date of opening.

11.) Termination of Contract :-

In the event of non-fulfillment of contractual obligations as regards quality, regularity, HDPEL shall have full right to terminate the order and initiate Penal action as per terms of contract with a notice period 45 days.

Contd.to pg.4

12.) Risk Purchase :-

HDPEL's standard Risk Purchase Clause shall be applicable.

13.) Part Order :-

Bidders may quote for any or all the group / groups items based on their previous experience and order for part of the items should be acceptable.

14.) Arbitration :-

In the event of any dispute, question or differences arising during the contractual period or during any time, as to any matter connected with or arising out of the contract, the decision of the Chairman and Managing Director, HDPEL shall be final and binding upon all parties.

15.) Legal Dispute :-

In case of Legal Dispute the same would be settled subject to the Jurisdiction of Hon'ble High Court, Kolkata.

Head (MSD)

HOOGHLY DOCK & PORT ENGINEERS LTD.
(A GOVT. OF INDIA UNDERTAKING)
UNIT: NAZIRGUNGE WORKS

FORMAT FOR ACCPTANCE OF TERMS & CONDITIONS

S/N	Details of Terms & Conditions	Accepted	Not accepted
1	Prices of items to be mentioned in the Purchase Order will remain firm through the entire contract period.		
2	No escalation of prices of any of the items shall be allowed during currency of the contract.		
3	Materials are to be supplied at Nazirgunge Works within 08.3 AM on all working days.		
4	Quantum of materials are to be supplied strictly as per requirement of P&A department.		
5	Materials will be inspected by I/C-Canteen or his representative at Nazirgunge Works.		
6	In case of any material/item is found unsuitable or inedible, the same shall be replaced immediately with suitable one.		
7	In case of failure on your part for replacement, the materials will be purchased from other sources at your risk and cost which will be deducted from your bills.		
8	Seasonal materials/items are to be supplied during specific periods.		
9	Payment once in a month on 30 days credit basis.		
10	Termination of Contract with 45 days notice on either side		
11	Order for part items of group/groups.		
12	Risk Purchase Clause.		

Signature with date & Rubber Stamp of the Firm/Bidder

PRICE-BID FORMAT FOR CANTEEN ITEMS**HOOGLY DOCK & PORT ENGINEERS LTD., UNIT – NAZIRGUNGE WORKS****GROUP – A (Vegetable):**

S.N	ITEM	Period of supply, if any	QUANTITY	Unit rate (Rs)	Value (Rs)
01	POTATO		12000 Kgs.		
02	ONION		3200 Kgs.		
03	PATAL	March to Sept.	900 Kgs.		
04	LADIES FINGER	March to Aug.	1000 Kgs		
05	JHINGA	March to Aug.	750 Kgs.		
06	Gr.JACK FRUIT	January to June	400 Kgs.		
07	KARALA		1000 Kgs.		
08	BRINJAL		1500 Kgs.		
09	LAU		1000 Kgs.		
10	PUMKIN		3000 Kgs.		
11	NOTAY SAK	Feb. to Aug.	400 Kgs.		
12	PUI SAK	April to Sept.	350 Kgs.		
13	CHICHINGA	April to July	300 Kgs.		
14	PAPAYA		1600 Kgs.		
15	AMRAH	June to Aug.	300 Kgs.		
16	TAMARIND		70 Kgs.		
17	TOMATO		1000 Kgs.		
18	BARBATI	April to Sept.	350 Kgs.		
19	Gr.BANANA		4000 Pcs.		
20	Gr.MANGO	April to July	450 Kgs.		
21	Gr. CHILLI		300 Kgs.		
22	LEMON		24200 Pcs.		
23	CABBAGE		1100 Kgs.		
24	CAULI-FLOWER (ONLY FLOWER)	Nov. to March	700 Kgs.		
25	BIT-GAZAR		500 Kgs.		
26	ONION SPROUT	Nov. to March	400 Kgs.		
27	KUL	Feb. to March	100 Kgs.		
28	PALANG SAK	Nov. to March	600 Kgs.		
29	RADISH	July to Dec.	400 Kgs.		
30	DHANIAPATA	Dec. to March	40 Kgs.		
31	SEAM	Jan. to April	300 Kgs.		
32	SAJNA DANTA	Feb. to June	300 Kgs.		
33	KATWA DANTA	May to Aug.	200 Kgs.		
34	LAL SAK		250 Kgs.		
35	CHALTA	July to Sept.	200 Kgs.		
36	BILATI AMRAH	July to Sept.	90 Kgs.		
37	GINGER		750 Kgs.		
38	RANGA ALOO	Feb. to Aug.	200 Kgs.		
39	NIMPATA	Feb. to April	50 Kgs.		
40	AMADA		10 Kgs.		
41	Gr.PEAS	Jan. to March	150 Kgs.		

Enquiry No. 20/0038/ 09-10/P&A/Canten

S.N	ITEM	Period of supply, if any	QUANTITY	Unit rate (Rs)	Value (Rs)
42	BEANS	Dec. to March	200 Kgs.		
43	OL	June to Sept.	300 Kgs.		
44	OL KOPHI	Dec. to March	300 Kgs.		
45	JAL PAI	Nov. to Dec.	100 Kgs.		
46	KANKROL	June to Aug.	100 Kgs.		
47	GARLIC		150 Kgs.		
48	PINE APPLE	July to Sept.	150 Kgs.		
49	CUCUMBER		1500 Kgs.		
50	COCONUT		40 Pcs.		
51	RIPE MANGO	June to Aug.	100 Kgs.		

GROUP – B (GROCERY):

S.N	ITEM	Quantity	Unit Rate (Rs.)	Value (Rs)
01	SUGAR	2500 Kgs.		
02	MUG DAL BIG	1000 Kgs.		
03	MASUR DAL	1100 Kgs.		
04	BIULI DAL	250 Kgs.		
05	MATAR DAL	100 Kgs.		
06	SUNDROP OIL	20 Kgs.		
07	MUSTARD OIL(Masal Brand) 15 kg.sealed in	2600 Kgs.		
08	TEJ PATA	10 Kgs.		
09	GARAM MASALA	8 Kgs.		
10	MOURI	30 Kgs.		
11	TOOTH PICK(PLASTIC)	100 Kgs.		
12	LIZZAT PAPAD	100 Kgs.		
13	TABLE SALT (TATA)	250 Kgs.		
14	COOKING SALT	1000 Kgs.		
15	GHEE JHARNA	10 Kgs.		
16	RADHUNI	10 Kgs.		
17	KUSUM	5 Kgs.		
18	DRY CHILLI	40 Kgs.		
19	KANCHA BADAM	30 Kgs.		
20	KANCHA CHOLA	25 Kgs.		
21	NIRMA	170 Kgs.		
22	KALAJIRA	5 Kgs.		
23	DHANE	5 Kgs.		
24	PUPPY SEED POSTO (JK)	80 Kgs.		
25	MUSTARD SEED (BLACK) (JK)	60 Kgs.		
26	MUSTARD SEED (WHITE) (JK)	40 Kgs.		
27	TURMERIC DUST (COOKME)	200 Kgs.		
28	CHILLI DUST (COOKME)	150 Kgs.		
29	JIRA WHOLE	40 Kgs.		
30	HINGH	2 Kgs.		

Enquiry No. 20/0038/ 09-10/P&A/Canten

S.N	ITEM	Quantity	Unit Rate (Rs.)	Value (Rs)
31	BASON	100 Kgs.		
32	MATAR KARAI	25 Kgs.		
33	FORON	30 Kgs.		
34	AMULYA	350 Kgs.		
35	NEUTRELA	80 Kgs.		
36	EDIBLE SODA	2 Kgs.		
37	BARI	70 Kgs.		
38	MAIDA	100 Kgs.		
39	NAPKIN	100 Pkts		

GROUP – C (MEAT):

S.N	ITEM	QUANTITY	Unit Rate (Rs.)	Value (Rs)
01	MEAT	1900 Kgs.		

GROUP – D (CHICKEN)

S.N	ITEM	QUANTITY	Unit Rate (Rs.)	Value (Rs)
01	CHICKEN(WITHOUT BELLY, PEAD SKIN, TAIL)	250 Kgs.		

GROUP – E (FISH) :

S.N	ITEM	QUANTITY	Unit Rate (Rs.)	Value (Rs)
01	PONA(Dressed) (1.5 kgs.to 3 kgs)	3000 kgs		
02	HILSA FISH FOR THREE TIMES	100 kgs		
03	CHARA PONA	100 kgs.		

GROUP – F (RICE) :

S.N	ITEM	QUANTITY	Unit Rate (Rs.)	Value (Rs)
01	RICE (MINIKET)	12000 Kgs.		

GROUP – G (TEA):

S.N	ITEM	QUANTITY	Unit Rate (Rs.)	Value (Rs)
01	TATA TEA	500 Kgs.		

GROUP – H (EGG):

S.N	ITEM	QUANTITY	Unit Rate (Rs.)	Value (Rs)
01	EGG (HEN)	11000 Pcs.		
02	EGG(DUCK)	500 Pcs.		

Enquiry No. 20/0038/ 09-10/P&A/Canten**GROUP – I (SWEET):**

S.N	ITEM	QUANTITY	Unit Rate (Rs.)	Value (Rs)
01	CURD (SOUR)	1000 Kgs.		
02	CURD (SWEET)100gm pot each	10000 pots.		
03	ROSSOGOLLA(BIG SIZE)	3500 Pcs.		

Signature with date & Rubber Stamp of the Firm/Bidder