

**CHENNAI PORT TRUST**


***No. 1 RAJAJI SALAI***  
**CHENNAI – 600001**

**Quotation for Supplying labour for desilting the silt  
from the storm water drains in Ex (C) E division.**

**QUOTATION NOTICE NO.Q/WMA2/849/2010 /E**

**CHIEF ENGINEER**  
**Civil Engineering Department**

## NIQ FOR WEB

	<b>CHENNAI PORT TRUST</b> <b>CIVIL ENGINEERING</b> <b>DEPARTMENT</b> No.1 Rajaji Salai, Chennai – 600001
<p><b>Sealed quotations are invited under Single cover system from the contractors satisfying the eligibility criteria for the work of “ Supplying labour for desilting the silt from the storm water drains in Ex ( C ) E division” as per details furnished hereunder.</b></p>	
Estimated Cost: <b>Rs198375/-</b> EMD: <b>Rs4000/-</b>	
<b>Completion period: 6 months</b>	
<p>(i) Should have successfully completed similar works during last 7 years (as on 28.02. 2010).</p> <p>a) Three similar completed works each costing not less than 40% of the present estimated cost i.e. Rs.0.79 lakhs (or)</p> <p>b) Two similar completed works each costing not less than 50% of the present estimated cost i.e. Rs.0.99 lakhs (or)</p> <p>c) One similar completed work costing not less than 80% of the present estimated cost i.e. Rs. 1.59 lakhs and</p> <p>(ii) ) Annual turnover data form Audited Balance sheet and profit and loss Account of the firm for the last three-year ending 31<sup>st</sup> march of the previous financial year should be enclosed. Average annual financial turnover during the last 3 years ending 31st March of the previous financial year should be atleast 30% of the present estimated cost.</p> <p>Documentary proof for meeting all the above eligibility criteria shall be enclosed with the tender in original or notarized and shall include certificates of satisfactory performance of work. The bids of those firms who do not meet the eligibility criteria shall be treated as invalid and will be summarily rejected.</p> <p><u>Note:</u>          “Similar work” means “Any civil engineering work”</p>	
<p>Quotation documents can be obtained from the AO (Cash.) on payment of Rs.520/- (inclusive of VAT @ 4% (Rs.200/- extra if by Post). Pay order/ Demand Draft towards cost of the document should be drawn in favour of “The Chairman, Chennai Port Trust” payable at Chennai.</p>	
Sale period : <b>30.03 .10 to 19.04.10</b> (on all working days)	
Last date for Submission <b>1500 hrs on 20.04.10</b>	
Date of opening of Quotation <b>1515 hrs on 20.04.10 in the office of EX (C) MDO in Third floor of Adm.office building.</b>	
For further details, please see the quotation document Quotationr No.T/WMA2/ 849 /2010/E      CHIEF ENGINEER Visit our web site <a href="http://WWW.Chennaiport.gov.in">WWW.Chennaiport.gov.in</a>	
<p><b>Note:</b> For any public grievances connected with the Chennai Port Trust, please address to “The Chairman, Chennai Port Trust, Chennai – 600001” for early redressal.</p>	

**Quotation documents downloaded from the web can also be submitted subject to the tenderer enclosing a separate DD towards the cost of the tender documents and VAT at 4% along with his offer.**

**CHENNAI PORT TRUST**

**Quotation for Supplying labour for desilting the silt  
from the storm water drains in Ex ( C ) E division.**

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**Quotation for Supplying labour for desilting the silt from the storm water drains in Ex ( C ) E division.**

**GENERAL RULES AND DIRECTIONS FOR GUIDANCE**

**1. Deadline for submission of Quotation:**

Quotation must reach the Executive Engineer (MDO), 3<sup>rd</sup> Floor Old Administrative Office Building, Chennai Port Trust, Rajaji Salai, Chennai – 600 001 at 1500 Hrs. on **20.04.2010**.

**2. Quotation Prices**

The amount quoted by the tenderer in the Bill of quantities shall allow for all costs including labour, materials, equipment, transport charges, tests, etc. payable.

**3. Validity of Quotation**

Quotation shall remain valid for a period **60 days** from the date of opening.

**4. Earnest Money Deposit (EMD)**

**4.1** Each Quotation should be accompanied by an Earnest Money Deposit (EMD) amounting to **Rs.4,000/- (Rupees four thousand only)** which shall be in the form of (i) Cash, (ii) Demand Draft / Pay Order / from any Nationalised Bank / Scheduled Bank drawn in favour of Chairman, Chennai Port Trust, Chennai 600 001.

**4.2** In Case of 4.1 (i), the cash should be deposited at the office of the Deputy Chief Accounts Officer (Engineering), Chennai Port Trust before 12.00 Noon on the date of opening of Quotation and the receipt obtained for the payment should be enclosed with the Quotation.

**4.3** In this case of 4.1 (ii), the Demand Draft / Pay Order, the same should be enclosed with the Quotation and should not be sent separately.

**4.4** Under no circumstances should currency note be enclosed in the cover containing the Quotation as Earnest Money.

**4.5** No other form of deposit towards Earnest Money shall be accepted.

**4.6** Quotation not accompanied by the Earnest Money Deposit in the manner prescribed by the Trust will be summarily rejected.

However Small Scale Units registered with the National Small Industries Corporation Ltd., are exempted from payment of Earnest Money Deposit provided a Certificate from the Registering Authority is produced to substantiate their status as a Small Scale Unit currently registered with the National Small Industries Corporation Ltd.,

However no exemption from payment of Security Deposit amount will be allowed in respect of Small Scale Units registered with National Small Industries Corporation Ltd.,

**“NOTE:** To claim under **Clause 4.6** above, the tenderers are required to produce an attested copy of the NSIC registration Certificate. The attestation should be from a Gazetted Officer of Central /State Government. The exemption from the payment of EMD will be allowed only if the Quotation item of work / supply is covered in the enlistment statement attached to the NSIC certificate. No claims for exemption without the details stipulated above will be considered

**5. Opening of Quotation**

Quotation will be opened at the office of the **Executive Engineer (MDO) 3<sup>rd</sup> Floor of Old Administrative Office Building, Chennai Port Trust, Rajaji Salai, Chennai – 600 001 at 15.15Hrs. on 20.04.2010 .**

**6. Refund of EMD**

**6.1** When the committee finalizes one of the tenderer for the said contract, EMD will be refunded to all other tenderers at the earliest.

**6.2** The EMD of the successful tenderer will be refunded only after the remittance of security deposit in any manner as aforesaid. Alternatively, the successful tenderer shall when his tender is

- accepted, furnish security as specified in the **clause 7 of Special conditions** after giving credit to the amount deposited by him as earnest money. The earnest money shall retain its character, as such, till the successful tenderer furnishes the security deposit.
- 7.** Where a person whose tender has been received on behalf of the Board intimates that they are withdrawing their tender before the validity period or makes any modification in the terms and conditions of the tender which are not acceptable to the Port (or) fail to furnish the security deposit within the prescribed time, the Port shall without prejudice to any other right or remedy, be at liberty to forfeit the Earnest Money deposited by such person absolutely.
- 8.** Tender Documents downloaded from the web can also be submitted subject to condition that the tenderer should enclose a separate DD towards the cost of the documents and VAT @ 4% along with his offer.

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**CHENNAI PORT TRUST**

**SCHEDULE-A**

**Quotation for Supplying labour for desilting the silt from the storm water drains in Ex ( C ) E division.**

**(Schedule of approximate quantities and rates)**

<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>
<b>Sl. No.</b>	<b>Probable Quantity</b>	<b>Description of work</b>	Rate in Figures and in Words Rs. P.	Unit in Figures and in Words	<b>Total Amount</b> <b>Rs. P.</b>
1	125 days (within a period of 6 months )	Deploying labours for removing the silt from the storm water drains in Ex ( C ) E division by engaging daily 6 Nos. of labours including stacking the desilted materials in near by areas or as directed at the site of work including all labour, tools and equipments such as crowbars, shovel, pan, rope, etc., compete.. <b>NOTE:-</b> <b>Daily labour posting details:-</b> 1). 6 Numbers of labourers to be posted daily on all working days if necessary they will be posted on sundays and Trust holidays. 2). PENALTY:- A penalty of Rs.256/- per day per labour will be levied and recovered from the running bills for non - posting of labour by the contractor		1Day (One Day )	

(1)	(2)	(3)	(4)	(5)	(6)
		<p>3) The Contractor should maintain a muster roll in the prescribed form and should get the acknowledgement from the Trust's official daily.</p> <p>4) All cleaning tools such as crow bars, shovel, pan, rope, etc, required are to be mobilized and used in the work by the contractor at his own cost.</p>			
		<b>TOTAL</b>			

(Rupees -----

----- Only)

**GENERAL NOTES :**

1. The tenderer is advised to '**inspect the site**' before quoting the rates.
2. The rates quoted by the tenderer should be inclusive of all taxes, levies, duties and other charges.
3. The tenderer shall carry out the work as per day to day instruction of the Chief Engineer or his representatives at site.
4. The work is to be carried out with out any hindrance to the regular activities in that area.
5. If the performance of the contractor is not satisfactory or not upto the expectation of the Chief Engineer or his representative, the contract will be terminated forthwith and the payment, if any, will be made for the work carried.
6. The contractor shall take necessary precautions during working hours by providing caution boards wherever men are working without fail.



7. Value Added Tax (VAT) on works contract at the rate declared by the State Government then and there shall be recovered from the Running Works Bills and remitted to Government of Tamil Nadu in line with the Section 6 of the Tamil Nadu Value Added Tax Act 2006 and as per Tamil Nadu Government Gazette Extraordinary dated 15.12.2006 and 'TDS' shall be issued to the contractor. The present rate of Value Added Tax (VAT) on works contract is 2%.
8. While working at heights, the contractor should use non- skid type Safety ladders with adequate strength. The contractor should also provide necessary helpers for all the works which are carried out at heights. Further, the contractor must provide safety belts to their workers working on heights
9. For further details the Trust's Executive Engineer (C)B may be contacted during office hours Ph. No. 25362201 Extn.2540.& Dock No.3633.

**SIGNATURE OF THE TENDERER**

**CHIEF ENGINEER  
CHENNAI PORT TRUST**

**Ex(C )MDO**

**AEx(MDO)C**

**JE**

**CHENNAI PORT TRUST**  
**Quotation for Supplying labour for desilting the silt from the storm  
water drains in Ex ( C ) E division.**

**SCHEDULE 'B'**  
**SPECIAL CONDITIONS**

1. The work shall be completed within **125 days** within a period of **Six (6) Months** from the seventh day of placing the order (or) the actual date of starting the work whichever is earlier.

**2. CEMENT REQUIRED FOR THE WORK.**

Not relevant of this work

**3. SUPPLY OF DRINKING WATER AT THE SITE OF WORK:**

The Contractor shall make his own arrangements.

**4. SUPPLY OF WATER FOR THE WORK:**

The contractor will be provided one point for the supply of water near the site of work. He should make his own arrangements for tapping, storing and lifting, if any, including laying pipeline from the point so provided. The cost of water supplied to the contractor plus meter hire charges will be recovered at the rate prevailing from time to time. The water supply is subject to departmental rules and regulations as regards shutdowns for repairs and overhauling. The contractor shall not claim damages for stopping water supply for any reason whatsoever.

In case the department is unable to supply water for any reason, the contractor shall sink a well at his own cost near the site of work subject to the suitability of water for the work and then remove them on completion of work. Before sinking wells, he should obtain the approval of the Engineer regarding the location and depth. All arrangements for lifting water should be made by the contractor at his own cost. The water drawn shall be tested by the contractor at his own cost for its suitability for the work and prior approval of the Engineer shall be obtained for its use on the work. In case sub-soil water at site is found unsuitable by the test result, the contractor shall make his own arrangements to get usable water at his own cost. The decision of the Engineer or his representative is final in this regard and binding on the contractor.

**5 Electricity Supply for Works:**

Not required for this work

## **6. MISCELLANEOUS CONDITIONS:**

- (a) The Chief Engineer shall have the right to omit at his discretion one or more items of work when placing the order.
- (b) The quantities indicated in the schedule are only approximate and can be increased or decreased at the discretion of the Chief Engineer. However, the consequent variation in the Total Contract Value will be limited to 20%. The rates quoted shall be firm for such variation. In case the variation results in the total contract value exceeding the prescribed percentage revision of rates, if any, shall be applicable only for that portion of the contract carried out in excess of the permissible percentage.

## **7. SECURITY DEPOSIT:**

The Contractor shall deposit 5% of the contract value in the form of Demand Draft/ Bankers' Cheque drawn on any Scheduled Bank/ Nationalized Bank, payable at Chennai as Initial Security for the due fulfillment of the conditions of the contract, within 7 days of placing the order failing which the order shall be cancelled and other arrangements made for executing the work. In addition to the Initial Security 5% shall be recovered from the successive part bills to fulfill the contract. The Security Deposit shall not bear any interest and the Security Deposit shall be forfeited in whole or part at the discretion of the Chief Engineer, if in his opinion the contractor has failed to fulfill any of the conditions of the above contract. The Security Deposit shall be refunded to the contractor along with the bill after the work is completed satisfactorily and certified by the Chief Engineer to that effect.

## **8. Compensation for delay:**

If the contractor fails to complete the work in all respects within the time specified or within the extended time that may be allowed by the Engineer, the contractor shall pay or allow to the Board a sum of contract as liquidated and ascertained damages and not by way of penalty, for every day/week or part thereof beyond the said period or extended period as the case may be during which the work shall remain unfinished. Such damages will be deducted from any Amount payable to or to be payable to the contractor including encashment of Bank Guarantee or any Securities/ Guarantees, if any available with the Port Trust. The maximum Amount of Liquidated Damages will be

worked out based on the Total Contract value inclusive of all Taxes and Duties thereon.

In case of part / portions of the contract work/ Supply order completed and taken possession by the Trust and the Trust operates/ can be made for operation of the part portion/ supply order, the calculation of Liquidated damages will be restricted to the uncompleted/ undelivered value of the work/ supply order subject to the amount of the maximum percentage prescribed for the Liquidated Damages/ Late Delivery charges of the total value of the contract/supply.

The Liquidated Damages/ Late Delivery charges will be worked out as follows;

The Liquidated Damages/ Late Delivery charges whose period of contract / delivery is above four weeks, Liquidated Damages/ Late Delivery charges will be  $\frac{1}{2}\%$  (half percent) per week or part thereof of the total value of the contract subject to a maximum of 5% of the total value of contract.

The payment of such damages does not relieve the contractor of his obligations to complete the works or from any other of his obligations or liabilities under this contract.

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**SCHEDULE 'C'**  
**GENERAL CONDITIONS**

1. No materials will be supplied free by the Trust and it is the responsibility of the contractor to procure and supply all the materials required for the work at their cost.
2. If any materials issued to the contractor by the Trust for the use on the work is lost or damaged, the cost thereof at the ruling market rate or at the Trust's issue rate whichever is higher plus 20% storage charges in either case will be recovered from any money due or that may become due to the contractor.
3. The quantities given in the schedule of quantities are those upon which the approximate estimated cost of the work is based but they are subject to alterations, omissions, deductions and additions and do not necessarily show the actual quantities of the work to be done.
4. The specification of all other materials shall be as per the Civil Engineering Works Manual of Chennai Port Trust with latest amendments unless otherwise specified and/or relevant Indian Standard specifications as applicable. All BIS specification referred to in this schedule shall be the latest version
5. The work is to be carried out with due diligence and executed to a workman like manner. The material used when supplied by the contractor is to be of the best of its kind and in all cases to be subject to the approval of the Chief Engineer whose decision to the rate of progress the quality of the work or materials , sizes etc., is final
6. The Chief Engineer may cancel the contract at his option at any time without notice for any reason including poor progress of work and may remove bad work or materials and have it replaced deducting the value of the work rejected or materials removed and the cost of replacing it as he may think proper from any amount due or that may become due to the contract. The decision of the Chief Engineer is final and will be binding on the contractor.
7. In case the contractor leaves the work incomplete the Chief Engineer shall have the right to have the work completed through any other agency and recover the extra expenditure incurred by the Trust in so doing from any money due or to become due to the contractor.

8. The Contractor shall conform and comply with the regulations and by – laws of the Chennai Port Trust Board and of all other local authorities such as the Corporation of Chennai. The Chief Electrical Inspector to Government of Tamilnadu, the Tamilnadu Electricity system, the Factories Act, the Government Customs and Police Department, etc. The contractor shall conform to rules, regulations, etc. concerning injury to workman compensation for injury to workmen, Insurance for workman etc. The Contractor shall also conform to contract labour (Regulations and Abolition) Central Rule 1971 etc.
9. The Contractor shall be responsible for any accident; damage for injury caused to any his employees or property or any person or property in course of the work and shall hold the Port Trust blameless in respect thereof any also in respect of any claim made by any person or any reasons whatsoever.
10. The contractor shall be solely responsible for reporting to the Board and Police Department immediately of any serious or fatal accident inside the Trust's premises to any of his employees/workmen engaged by him or any persons involved in an accident at site of work.
11. The work shall be carried out without causing any inconvenience to the Trust and to other works in progress in the neighbourhood and any losses to the Trust
12. Only vehicles licensed by the Board will be allowed inside the Port premises. Admission into the Harbour is regulated by issue of passes for the contractor and his staff. Entry passes will be issued free of cost to the contractor. The contractor is solely responsible for all the details incorporated in the passes; the Trust is indemnified against their misuse.

The entry passes shall be produced at the time of entry and any other time when demanded by the CISF personnel or department officials. Further, in the event of loss of entry passes or identity card issued to the contractor or their labour, **Rs.20/-** will be imposed as penalty in each case.

The contractor should register with the pass section and get a code number for the firm from the Pass section and should produce authorized signature of two persons per firm who will sign the pass application. Any changes in the Authorized signatories of both of the firm's officials should be intimated to this section immediately.

The firms should be recommended by respective Departments.

Applicants should apply in the prescribed format.

Provision for individual and vehicle Harbour Entry Permits are alone available in the Pass Section Module and not for the Materials.

As per ISPS requirements all the Port users should submit antecedent verification / police verification or Pass port copy of their employees / contract workers, since it is a pre- requisite for issuing all Port Entry passes.

13. Only vehicles licensed by the Board will be allowed to ply inside the harbour. Private carts of any kind are not permitted within the harbour area.
14. The work shall be carried out only during Trust's working days between 7-30 A.M. and 5-00 P.M.
15. The quantities of work executed will be measured and payment made once a month generally except in the case of work for which the time for completion is specified as six weeks or less than six weeks in which case payment will be made once only on satisfactory completion of the work.
16. It shall be clearly understood that the rates mentioned in the schedules are inclusive of everything required to be done for the proper completion of the work according to the specifications drawings, general conditions and special conditions even though specific mention thereof has been omitted in the specification and drawings.
17. Measurements shall be taken jointly by the Engineer-in-charge or his authorised representative on the one hand and by the contractor or their representative on the other. Before taking measurements of any work, the Engineer-in-charge or the person deputed by him for the purpose shall give a reasonable notice to the contractor. If the contractor fails to attend or send an authorised representative for measurement after such a notice or fails to countersign or to record the objection within a week from the date of measurements, then in any such event, measurements taken by the Engineer-in-charge or by the person deputed by him shall be taken to be the correct measurement of the work.  
The contractor shall, without extra charge, provide assistance with every appliance and other things necessary for measurement. Measurements shall be signed and dated by both parties each day on the site on completion of measurement. If the contractor objects to any of the measurements recorded on behalf of the Employer, a note to that effect shall be made in the measurement book against the item objected to and such note shall be signed and dated by both parties engaged in taking the measurements.
18. All payments made by the Trust to the contractor for the work shall be rounded off to the nearest rupee.
19. The work shall be completed within **6(Six) months** from the 7<sup>th</sup> day of placing the order or actual date of starting the work whichever is earlier.

20. If the progress of work is held up owing to circumstances which in the opinion of the Chief Engineer are beyond the control of the Contractor, Such as War, stormy weather and other reasonable causes, the Chief Engineer may at his discretion, grant to the Contractor such extension of time as he considers reasonable for the completion of the work. The grant of such extension of time will not bestow on them any claim for compensation or extra payment at a future date whatsoever.

**CHIEF ENGINEER  
CHENNAI PORT TRUST**