

Tender No: 15-1130-FIECRMT dt. 09-03-2016  
(ePortal No: MPML/2015-16/IND560)  
Repair of PM 4 Mount Hope Roll

Page 1 of 12

**To,**

**Issued To: -----**

**Part-A**  
**THE MYSORE PAPER MILLS LTD.,**  
**INDUSTRIAL ENGINEERING DIVISION,**  
**PAPER TOWN, BHADRAVATI – 577 302**  
**SHIMOGA DIST, KARNATAKA STATE.**

**TELE FAX: 08282-273002**

**Tender No: 15-1130-FIECRMT dt. 09-03-2016**  
(ePortal No: **MPML/2015-16/IND560**)  
(Inward File: **FIECRMI150174**)  
**On line Submission Date: 20-05-2016**

**Name of the work:**  
**Repair of PM 4 Mount Hope Roll**  
**(Through E-Portal)**

**AGM (Proj, CE & TS)i/c**

**Signature of the Tenderer**

### TENDER FOR

<b>NAME OF WORK:</b> Repair of PM 4 Mount Hope Roll (Through E-Portal)	
TENDER REFERENCE	15-1130-FIECRMT dt. 09-03-2016 (ePortal No: MPML/2015-16/IND560)
DATE OF COMMENCEMENT OF / DOWN LOADING TENDER DOCUMENT STARTS FROM	18-04-2016 - As per ePortal
LAST DATE OF GETTING ENQUIRIES / CLARIFICATIONS FROM MPM	03-05-2016 - As per ePortal Contact person: Sri Srinivas M Sr. Mgr. (Medh Paper) i/c Mobile: 9448137053
LAST DATE OF SUBMISSIOIN OF ON LINE TENDER	20-05-2016 - As per ePortal 15 hrs.
TIME & DATE OF OPENING OF THE BID	23-05-2016 - As per ePortal 15 hrs.
TENDER FORM FEE	As per E-Portal
EMD AMOUNT	Rs. 60,000/ -Thro' E-Portal
ADDRESS FOR COMMUNICATION	Office of The AGM (Proj, CE & TS)i/c The Mysore Paper Mills Ltd., Bhadravati-577 302. Karnataka State.(08282-273002)

Standard Bid documents may be seen in Government of Karnataka ePortal:  
<http://www.eproc.karnataka.gov.in>

Tender document also can be down loaded thro' our website [www.mpm.co.in](http://www.mpm.co.in)

## **1. INSTRUCTIONS TO THE TENDERERS :**

### **1.1 ELIGIBILITY CRITERIA REQUIREMENTS FOR PARTICIPATION IN THE TENDER – Please refer Part A**

### **1.2 PRICE BID FORMAT – Please refer Part B**

## **2. PURPOSE :**

- 2.1 The purpose of these instructions is to serve as guidelines to Tenderers while submitting their Offers for Repair of PM 4 Mount Hope Roll (Through E-Portal) as described in the Tender No. 15-1130-FIECRMT dt. 09-03-2016 (ePortal No: MPML/2015-16/IND560). EMD payable is Rs 60,000 as per ePortal.
- 2.2 Tender documents and Annexure can be downloaded thro' ePortal. Tenderers shall submit their quotations containing Pre-qualification, Scope, Terms & Conditions (Part-A) along with the EMD and Price Bid (Part-B) documents in single cover system, as per E-Portal.
- 2.3 Tenders must be accompanied by Earnest Money Deposit (EMD) of the amount specified in the tender document, drawn in favour of The Mysore Paper Mills Limited, Bhadravati-577302 EMD will have to be in any one of the forms as specified in the Tender document and shall have to be valid for 90 days . EMD amount is to be paid as per ePortal norms.
- 2.4 The Pre-qualification / Technical / Price Bid shall be in single cover submitted- as per E-Portal. The last date of submission of on line tender is as per ePortal. Technical and financial bids will be opened as per ePortal.
- 2.5 MPM reserves the right to reject any or all Tenders at its own discretion without assigning any reason whatsoever.

**3. SCOPE OF WORK : Repair of PM 4 Mount Hope Roll**

- 3.1 Visual and measurement check of roll
- 3.2 Test run and measurement of power consumption
- 3.3 Checking of running conditions and noises
- 3.4 Dismantling and disposal of existing rubber cover
- 3.5 Complete disassembly of roll body
- 3.6 Replacing of 2 end spools. complete with ball bearing & seal ring systems including double viton V ring & bearing end covers
- 3.7 Cleaning and degreasing
- 3.8 Replacement of damaged Internal ball bearings
- 3.9 Overhauling and painting of bearings
- 3.10 Assembly of roll body
- 3.11 Assembly of new rubber cover.
- 3.12 Assembly of new SS end tubing (end sleeves)
- 3.13 After completion of the work, test run of the roll
- 3.14 Items which are in good condition shall be re used
- 3.15 After receipt of the roll at your works, joint inspection will be carried out by MPM engineer along with your engineer. This is in view of ascertaining the exact repair cost of the roll. Hence vendor shall inform MPM in advance so that our engineer will be present at your works while dismantling work take place
- 3.16 After preliminary inspection as per SL no 15, Vendor shall submit final repair cost and MPM will amend the work order accordingly
- 3.17 Final inspection will be carried out by MPM engineer at your works while taking the trail run of the roll after completion of the work and prior to dispatch in this regard advance information is required from your end

**3.18 Specification of Roll:**

- 3.18.1 Make/Brand : M/s Mount Hope
- 3.18.2 Type : 10 1/2" Fixed Bow reinforced axle
- 3.18.3 Location : Belbaie Section
- 3.18.4 Gross Weight : 2500-3000 Kg
- 3.18.5 Roll Dia : 267 mm
- 3.18.6 Roll Length : 8610 mm
- 3.18.7 Drawing No. : 9400-011-4-02-Mount Hope Curved Roll Fixed Bow

**4 TERMS OF PAYMENT:**

- 4.1 90% Payment After completion of above said work, and with certification by the bill certifying authority.
- 4.2 Balance 10% after guarantee period or against Bank Guarantee

**5. GUARANTEE PERIOD:**

Agency should give one year guarantee for the items supplied and for the workmanship from the date of completion of work and handing over site after successful commissioning.

**6. WORK COMPLETION PERIOD :**

Work to be completed within one month from the date of dispatch to repairs

**7. WORK EXECUTION LOCATION:** At agency site

**8 TRANSPORTATION:**

To and Fro Transportation of items and manpower required to carryout the work detailed above is in the scope of the tenderer. (Trailer is required from MPM to Suppliers works)

**9 INSPECTION:** Inspection by MPM officials at agency site

**10. SUBMISSION OF TENDER – As per ePortal:**

Tenderers should submit thro' online submission in single bid system as per ePortal. The last dates of on line submission and date of tender opening shall be as per ePortal.

10.1 Part A & Part B: Technical/Pre-qualification/Financial Bid covering all Technical, Pre- qualification and Price aspects along with EMD will be opened on **23-05-2016 as per ePortal:**

10.2 Tender is liable to be rejected if incomplete information is given thereon or if the particulars and data asked for in the Tender are not fully complied with or if the Documents submitted are improper.

**11. SERVICE TAX (ST):**

With regard to Service Tax, as per the Finance Bill for 2015-16 new service tax structure is effecting from 01-06-2015, as per this, MPM shall deduct the service tax from the agency's gross bill for an equivalent amount to be payable from MPM. For the amount of service Tax to be paid by the agency, it is the sole responsibility of them to pay the service tax. As per Finance bill / rules / regulations, if at all MPM has to reimburse the service tax to the agency, same will be done as per the discretion of the Finance department of MPM. So, it is advised that the agency to be familiar with the service tax structure, payment, reimbursement etc.,

**12. EARNEST MONEY DEPOSIT (EMD): As per ePortal:**

Tenderer must remit along with their Offer an EMD amount of Rs. 60,000/- out of this total EMD amount, Rs. 5,000 is to be paid thro' e-Payment and remaining amount may be paid thro' BG or in any other form as detailed in the ePortal. If EMD paid thro' BG, copy of the BG is to be uploaded to ePortal and original copy of the BG should be sent to us so as to reach us on or before the date of opening of tender.

**13. STATUTORY OBLIGATIONS:**

Tenderer shall comply with any and all the laws, ordinances, regulations and decisions of Courts (which shall be deemed to be a part of this agreement) and shall exclusively bear the consequences for failure to comply therewith. Without limiting the generality of the foregoing, Tenderer shall fully comply with the provisions of the Minimum Wages Act, the worker (Regulation and Abolition) Act, Workmen's Compensation Act, Employee State Insurance (ESI) Act, Provident Fund (PF) Act, Profession Tax Act and other Labour Laws and the Rules framed there under.

**14. QUANTITY :**

Quantity is mentioned in the Price Format. However the quantity should not be made a point of dispute by the Tenderer. MPM will not entertain any Claims from the Successful Tenderer if there is a reduction / increase in the quantum of Work.

**15. SECURITY DEPOSIT (SD):**

15.1 Successful Tenderer is required to furnish either a Demand Draft or a Bank Guarantee (BG) in the prescribed Format within TEN days on award of the Contract towards Security Deposit for a value equal to 10% of the gross value. The BG shall be valid till completion of work.

15.2 Any unpaid Claims, Dues, Debts, Penalties etc., payable by the Tenderer to the Company will be recovered by invoking the BG submitted by the Tenderer.

**16. VALIDITY :** Validity of the tender shall be for 90 days.

**17. TAXES AND DUTIES:**

Taxes / Duties liability other than the Service Tax if any shall be to Tenderer's Account.

**18. RIGHT OF FORECLOSURE:**

MPM reserves the right to foreclose the Work Order at any time without assigning any reason. The transaction will be closed by settling the accounts up to the date of foreclosure of the Order and no extra claims shall be entertained by MPM for such closure of the Order.

**19. FORCE MAJEURE:**

Neither Party shall be held responsible for any Losses, if the fulfillment of any Terms or Provisions of the Work Order / Contract are delayed or prevented by Acts of Lawful Government Revolutions or other Disorders, Wars, Acts of Enemies, Strikes, Fires, Floods, Acts of God or Acts of States without limiting the foregoing, any other causes not within the control of the Party whose performance is interfered with and which by the exercise of reasonable delinquency, is unable to prevent whether all the clause of causes herein before enumerated or not. The Party claiming occurrence of any event under force majeure shall give Notice within Fifteen Days to the other in writing in the event of instance of any force majeure circumstances, failing which, the supplier shall not be entitled to any benefits under this Clause.

**20. GROUP INSURANCE, ESI AND PF:**

- 20.1 Tenderer will be responsible and be required to obtain Workers Compensation Linked Group Insurance Policy against Accidental Risk, Injuries partial or otherwise disabilities and death while on duty for his Workers / Supervisors or any type of workmen engaged by the Tenderer during the Contract Validity Period. The expenditure of Insurance Premium will be borne by the Tenderer.
- 20.2 Tenderer must have Employee State Insurance (ESI) code and Provident Fund (PF) code of their company and remit the ESI and PF contributions of their workers under that code. If the Tenderer do not posses these codes, in the event of issuing work order on the successful Tenderer, they shall furnish the same within one month from the date of issue of work order. In this effect the Tenderer shall furnish an undertaking on a Rs. 200 bond paper. If the Tenderer fails to furnish these codes then MPM reserves the right to cancel the work order. Besides payments will be withheld till such codes are provided. In this regard MPM's decision is final.

**21. PENALTY CLAUSE:**

Suitable penalty will be levied if the work is not completed and delivered within the agreed time.

If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to 0.5% of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of 10% of the Contract Price. Once the maximum is reached, the Purchaser may consider termination of the Contract.

**22. SETTLEMENT OF DISPUTES:**

In the event of any Controversy, Claim, Question or Dispute arising between the Tenderer and the Owner on any matter, relating to the Contract or arising out of the breach thereof the Parties thereto shall use their best efforts to settle such Question, Dispute or difference amicably by mutual negotiations / mediation. In case mediation fails to resolve the Dispute, the matter to be taken up in Civil Courts of Law. The Legal Jurisdiction will be Bangalore in Karnataka State only. Any dispute or difference or claim arising out of, or in connection with, or relating to the present contract or the breach, termination or invalidity thereof, shall be referred and settled under the Arbitration Centre Karnataka (Domestic international) Rules 2012 , by one or more arbitrators appointed in accordance with its rules.

**23. VALIDITY OF RATES:**

The rates quoted shall be valid for the throughout contract period.

**24. BILL CERTIFYING/ COUNTER SIGNING AUTHORITY:**

Manager (Mech. PM 4) and or their authorized representative are the bill certifying authorities. Sr. Mgr. (Mech. PM 4)/c is the bill counter signing authority for this work.

**25. TERMS AND CONDITIONS:**

- 25.1 MPM reserves the right to delete/modify certain work partially/fully. Such changes will not qualify the tenderer for any extra payment and tenderer should agree not to make the deletion/modification of certain work partially/fully as a point of dispute.
- 25.2 Contract may be foreclosed at any time of the contract period at the discretion of the MPM management by giving 3 months advance notice, whose decision is final.
- 25.3 Tenderer should visit the Mills prior to submission of Tender and make himself fully aware of the work to be carried out and other procedures to be followed.
- 25.4 The Rates Quoted by the Successful Tenderer will remain firm till completion of the Contract and claim for escalation of prices of whatsoever is not allowed.
- 25.5 In case of an order, it does not give exclusive right to the Contractor. In case of urgency exigency or contingency, MPM reserves the right to split / re-allocate, among other agencies or rescind the order totally or partially.
- 25.6 Tool and Tackles required for the work has to be arranged by the tenderer at their own Cost.
- 25.7 Service provider must visit site and obtain all clarifications before submitting offer.

**26. ANNEXURE – 1**

Eligibility Criteria and Pre-qualification Format (To be submitted along with the Part A of the Tender document)

- 26.1 Name of the Tenderer
- 26.2 Name of the Firm/Company
- 26.3 Full Postal Address of the Tenderer
  - 26.3.1 Residential Address
  - 26.3.2 Office Address
  - 26.3.3 Telephone No.
    - 26.3.3 1 Residence
    - 26.3.3 2 Office
    - 26.3.3 3 Mobile
  - 26.3.4 Bank Account Details:-

Nature of the Account

Name & Address of the Bank

26.3.5 Experience details

Sl No.	Name of the Firms where such work is carried out by the Tenderer	Work Order references	Period
1			
2			
3			
4			
5			

Note: Supporting documents should be enclosed along with the Tender.

26.3.6 Service Tax Registration Certificate No. & Date - Photocopy to be enclosed.

26.3.7. IT PAN Card Number and Date (Photocopy of the PAN card to be enclosed)

26.3.8. Financial Status:

2012-2013

2013-2014

2014 -2015

26.3.9. Income Tax Returns Filed (for previous 3 years) - Photocopy to be enclosed.

## **27. ELIGIBILITY CRITERIA REQUIREMENTS FOR PRE-QUALIFICATION**

- 27.1 Tenderer should have Experience in the same / similar field like repairing of mount hope roll which shall be of similar size and capacity as mentioned in this tender for a minimum of two rolls in any Public Sector / Government / Private Companies / MPM during any of the past ten years. Relevant documentary evidences like copies of the Work Order and satisfactory Work Completion Certificate should be furnished.
- 27.2 Tenderer should possess PAN Card Number and produce Service Tax Registration Number on award of the Contract and produce the copies of the documents while submitting the Tender in case he is already having the same.
- 27.3 The Financial Soundness and the Turnover of the tenderer is to be supported by Financial Statement of Accounts duly certified by the Chartered Account for the last TWO years. The Financial Statement of Accounts includes Balance Sheet, Profit and Loss Account, Auditors Reports and IT Returns along with details of Service Tax paid if any.
- 27.4 Tenderer must have Employee State Insurance (ESI) Code and Provident Fund (PF) Code of their company and remit the ESI and PF contributions of their workers under that code. If the tenderer do not posses these codes, in the event of issuing work order on the successful tenderer, they shall furnish the same within one month from the date of issue of work order. In this effect the tenderer shall furnish an undertaking in a Rs. 200 bond paper. If the tenderer fails to furnish these codes then MPM reserves the right to cancel the work order. Besides payments will be withheld till such codes are provided. In this regard MPM's decision is final.
- 27.5 Tenderer are advised to furnish the above information with necessary supporting documents along with the bid failing which the Tenders shall not be pre-qualified and liable for rejection.
- 27.6 The Tenderer should be a service provider firm who must have provided such services to similar industries such as Paper / Textiles / Chemical or similar type of any large to medium industry at least two such services in the last ten years executed satisfactorily.

Note: Copies of the Supporting documents should be Uploaded to E-Portal

1. Service Tax Registration Certificate No. & Date: - Uploaded to E-Portal
2. PAN Number and Date: Photocopy to be enclosed.- Up loaded to E-Portal
3. Income Tax Returns Filed (for 3 years): - Up loaded to E-Portal
4. ESI and PF code - Photocopy to be enclosed. Up loaded to E-Portal
5. Vehicle document (Photocopy to be enclosed)
6. Experience Certificates

**28. GENERAL CONDITIONS:**

- 28.1 EMD is to be paid as per ePortal.
- 28.2 Tenderer shall confirm that the information about tenderer is uploaded in the prescribed format.
- 28.3 Tenderer shall confirm that past experience and turnover details, as part of pre-qualification requirement and statement is attached in this regard.
- 28.4 Tender shall confirm that the copies of earlier Work Orders/ Clients certificate are attached in support of pre-qualification requirement.
- 28.5 Tenderer shall confirm that the Balance Sheet / Profit and Loss A/c is uploaded in support of Turnover requirement under pre-qualification.
- 28.6 Tenderer shall confirm that Tender form has been duly signed and uploaded as per the format confirming that Tenderer has studied the Terms and Conditions and agrees for the same.
- 28.7 Tenderer shall confirm that the Technical Specification of the offered item is uploaded.

Signature of the tenderer With seal

Place:

Date:

**PRICE BID FORMAT (Through E-Portal)**  
**(Rates & Amount shall be in Indian Rupees)**

<b>SI</b>	<b>Scope of Work</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate</b>	<b>Value</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6=4 X 5</b>
1	Repair of PM 4 Mount Hope Roll as detailed in the scope of work and as per terms and conditions of this tender (ePortal Item Code: 151600176)	No	1		
2	Packing & Forwarding Charges @ ---- %				
3	CST @ -----%				
4	Sub Total (1+2+3)				
5	Service Tax @ 14% on -----				
6	Swachha Bharat Cess @ 0.5% on -----				
7	Grand Total (4 +5 + 6)				

Rate mentioned above must be firm without any claim for escalation till the completion of the contract period including during the time of extension if any.

Validity of the offer: For 90 days from the date of opening of Part 'B'

Date:

Signature of the tenderer with Seal and Stamp