

**HEAVY ENGINEERING CORPORATION LIMITED**  
**HEAVY MACHINE BUILDING PLANT**  
**CONTRACT CELL**

No.: HMB/CC/WC/45/08/LTE-001

Date : 28/04/2008

To  
M/s \_\_\_\_\_,  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sub.: Limited Tender Inquiry**

Dear Sirs,

1. Sealed item rates tender is invited for intermittent specified works under Works Contracts for HMBP, HEC Ltd. Ranchi-834 004.
2. Period of contract : 11 (Eleven) month but Work Order will be issued Quarterly/ bi-monthly.
3. Earnest money : Rs. 12,00,000/- (in words Rupees Twelve lacs ).  
The earnest money can be deposited in the form of demand Draft drawn on State Bank of India, Hatia, Ranchi-4 in favour of Heavy Machine Building Plant, Ranchi-4.
4. The tenderers shall submit their tender in sealed cover containing the earnest money and all other tender papers. The tenders without earnest money may be rejected.
5. Tender Document including Terms and Conditions, General Conditions of Contract (GCC) of HEC etc. can be seen in the office of Sr. DGM (Cont. Cell), Room No.12, Ground Floor, HMBP, HEC Ltd., Ranchi-4 on any working day during the usual office hour from 8AM to 5PM from 28/04/2008 to 10/05/2008. The Tender Document, Letter of Acceptance and GCC of HEC will form a part of Agreement for successful Tenderer.
6. Tenders will be received by Sr. DGM (Contract Cell), HMBP, Room No. 12, Ground Floor, Administrative Bldg., HMBP upto 3:00 PM on 12/05/2008 and will be opened on the same day in the office of Sr. DGM ( Contract Cell) at 3.30 PM.
7. M/s HEC Limited do not bind themselves to accept the lowest or any tender and reserve the right to reject any/all tenders without assigning any reasons thereof and may divide the works among two or more tenderers. The decision of the Company in this regard shall be final and no question can be asked anywhere.
8. Tenderers shall quote itemwise rates both in figures and in words based on the quantum of work. Conditional tenders are liable to be rejected.
9. It will be responsibility of the successful Tenderers to submit the Labour Licence and Insurance Coverage Certificate after award of Work. The Income tax Clearance Certificates/Waival of Tax Deduction at Source Certificate will be submitted by the Tenderers while submitting tender otherwise their tender will be liable for rejection.
10. CPF, if not deposited by the Contractors under the provision of Employees Provident Fund and Miscellaneous Provision Act 1952, will be deducted from Contractor's Bills as per Company's Rules i.e. 10% of the Workmen Wages as Employees' subscription and equal amount as Employers' contribution and will be deposited in HEC CPF Trust. Administrative & Inspection charges as per

Company's Rules ie. @1.28% of the Workmen Wages will be deducted from the Contractor's Bills.

11. All the Statutory Rules & Regulations, Govt. Acts etc. shall be followed for this tender.

for and on behalf of  
Heavy Engg. Corporation Limited

(R.N. Singh)  
Sr. DGM (Contract Cell)/HMBP

## CHAPTER - III

### (SCHEDULE - 1)

To,  
The Sr. DGM (Cont.Cell),  
Room No.12, Ground Floor, ADM Building,  
Heavy Machine Building Plant,  
Ranchi- 834 004

Dear Sir,

I have gone through the Tender Documents and I am submitting my offer for doing the work as specified in the tender documents.

I am submitting the following documents for your consideration :

1. Demand Draft towards Earnest Money
2. HEC Registration Certificate
3. Income tax Clearance Certificate/Waival of Tax deduction at source Certificate.
4. CPF Registration Certificate.
5. Labour Licence.
6. Insurance Coverage Certificate to be submitted after award of contract.

Encl : as above

Signature of Tenderer with  
Official Seal

**CHAPTER - III**

**(SCHEDULE - 2)**

Date \_\_\_\_\_

To  
The Sr. DGM (Cont.Cell)  
Room No.12, Ground Floor, ADM Building  
Heavy Machine Building Plant  
Ranchi- 834 004

Dear Sir,

I have gone through the contents of Tender Documents and the following Clauses of the Tender Documents are not acceptable to me and needs to be amended as below :

Sl. No.	Clause No.	Amendment proposes
----	-----	-----

Signature of Tenderer with  
Official Seal

Note : If any new clause is to be incorporated then that may be mentioned in this schedule. If no Amendment is proposed or no new clause be incorporated then the Tenderer should write NIL.

## CHAPTER-III

### APPENDIX-II

1. I/we hereby declare that I/we have carried out successfully works of large magnitude in nature to the work embraced in this Tender and have adequate organization and experienced personnel to handle this type and magnitude of works.
2. I/we also hereby declare that we have seen and studied carefully before submitting the Tender, the technical aspects of the work and materials, terms & conditions, general conditions of Contract, special conditions. Bill of Quantity and description of work etc. and I/we am/are aware that all the above Tender Documents relating to the said work will be binding on us.

Signature of Tenderer  
with Official Seal

Proposed time schedule of completion

Name of work : \_\_\_\_\_

Inquiry No. : \_\_\_\_\_

The work shall be completed in all respects from \_\_\_\_\_ to \_\_\_\_\_.

Signature of the Tenderer  
with Official Seal

## CHAPTER-III

### APPENDIX-III

Declaration by the Tenderers regarding the particulars of all the employees in HEC Ltd. who are related to the Tenderers :-

Sl. No.	Name of the employees of HEC related to the tenderers	Designation	Place of Work	P.No.	Signature of the employees concerned

Certified that the above particulars have been given correct by me / us.

Signature of the Tenderer  
with Official Seal

## CHAPTER-III

## APPENDIX-IV

Tenders should be accompanied by a Statement giving the following particulars :-

1. Name of the Tendering Firms :
2. Official Address :
3. Status of the Firm Co. Public Ltd., Co. or Private Ltd. Co. or Registered Partnership concern or a Joint concerned of proprietary concern/ Co-operative Society :
4. Name of Chairman of Board of Directors and Managing Director (in case of the partnership concern of Joint family concern) or proprietary (in the case of proprietary Firm). :
5. Whether the Firm is Registered with Central Government Deptt.(e.g. CPWD, MES,DVC or any State PWD, if so authority under whom registered and class of registration. :
6. Name of value of important work done in the recent years for a Government Deptt., Quasi Govt. Organisation or Local Body. :
7. Name and Address of two persons Sr. Engineer Officers or a Govt. Deptt., Quasi Govt. Organisation or Local Body to who reference can be made regarding the Firms expert-encees and performance. :

Signature of the Tenderer  
with Official Seal

## CHAPTER-III

### APPENDIX-I

The tenderers are to furnish the following particulars :

(a) In case of Individual :

1. Name of Business :

2. Whether his business is registered :

3. Date of commencement of his business :

4. Details of work of similar magnitude carried out. :

5. Whether he pays income Tax over Rs.10,000/- per year. :

(b) In case of Partnership

1. Name of Partner :

2. Whether the business is registered :

3. Date of establishment of Firm :

4. Details of work of similar magnitude carried out :

5. If the Firm pays Income Tax over Rs.10,000/- per year. :

(c) In case of a Firm :

1. Amount of paid up capital :

2. Name of Directors :

3. Date of Registration of Comp. :

4. Copies of Balance-sheet of the company for the last 2 years. :

5. Details of works of similar magnitude carried out. :

Signature of Tenderer with  
Official Seal

**SCHEDULE OF QUANTITIES, RATES & PRICE FOR THE PERIOD**  
**FROMMAY -2008 TO MARCH -2009**

**ANNEXURE-A**

**Zone - A**

Sl. No.	Work	Unit	Total Qty.	Rate (Rs.)	Total Value (Rs.)
1.	Loading/Unloading of Raw Material/Semi-finished goods/Finished Goods in Shop	T	37878		
2.	In-shop movement including loading/unloading of Raw material, and Semi-finished goods	T	51438		
3.	Up gradation of in-process material (withoutwelding process)	T	800		
4.	Despatch preparation for Goods	T	3818		
5.	Rough working of Material	T	1202		
	Total				

## Zone - B

Sl. No.	Work	Unit	Total Qty.	Rate (Rs.)	Total Value (Rs.)
1.	Loading/Unloading of Raw Material/Semi-finished goods/Finished Goods in Shop	T	41564		
2.	In-shop movement including loading/unloading of Raw material, and Semi-finished goods	T	54094		
3.	Upgradation of in-process material (without welding process)	T	1128		
4.	Upgradation of in-process material (with welding process)	T	2220		
5.	Despatch preparation for Goods	T	2800		
6.	Rough working of Material	T	1104		
	Total				

## Zone - C

Sl. No.	Work	Unit	Total Qty.	Rate (Rs.)	Total Value (Rs.)
1.	Collection/distribution of Cylinders	Nos.	10924		
2.	Distribution of consumables	Occassions	17088		
3.	Loading/Unloading of Goods	T	3390		
4.	Documents movement	Nos.	37030		
	Total				

**Zone - D**

Sl. No.	Work	Unit	Total Qty.	Rate (Rs.)	Total Value (Rs.)
1.	Documents movement	Nos.	25804		
2.	Laboratory testing	Tests	3364		
3.	Material Handling	Nos.	22070		
4.	Blank Processing	Pcs	15966		
5.	Handling for Complex locating objects	Nos.	480		
6.	Handling for Simple locating objects	Nos.	9666		
7.	Steel Working	T	978		
8.	Metal Polishing/Grinding	Kg.	33700		
	Total				

**Zone - E**

Sl. No.	Work	Unit	Total Qty.	Rate (Rs.)	Total Value (Rs.)
1.	Simple Reconservation	Units	8214		
2.	Complex Reconservation	Units	2598		
3.	Extra Complex Reconservation	Units	618		
4.	Super Complex Reconservation	Units	156		
5.	<u>Movement of Vehicle</u>				
	a) Within the Plant	Trips	3906		
	b) Out side the Plant	Trips	2126		
	Total				

**Zone - F**

Sl. No.	Work	Unit	Total Qty.	Rate (Rs.)	Total Value (Rs.)
1.	Preparation of Drawings, Design documents and Plotting of drawings	Nos. A1 Size	928		
2.	Printing and compilation of drgs and documents	Nos.	50146		
3.	Handling of Process Documents	Nos.	22274		
4.	Technical Documents handling, movement and distribution	Nos.	42058		
	Total				

## Zone - G

Sl. No.	Work	Unit	Total Qty.	Rate (Rs.)	Total Value (Rs.)
1.	Documents movement	Nos.	109924		
2.	Catering Work				
	a) Lunch	Nos.	479454		
	b) Tea	Nos.	1086430		
	c) Snacks	Nos.	2163604		
3.	Data Handling & Report Generating				
	a) Data Entry	Entry	3813446		
	b) Report Generation	Nos. A4 Size	287790		
4.	Duplicating work	Nos.	828084		
	Total				

## Zone - H

Sl. No.	Work	Unit	Total Qty.	Rate (Rs.)	Total Value (Rs.)
1.	Loading/Unloading of Raw Material/Semi-finished goods/Finished Goods in Shop	T	33010		
2.	In-shop movement including loading/unloading of Raw material, and Semi-finished goods	T	44978		
3.	Upgradation of in-process material (withoutwelding process)	T	634		
4.	Despatch preparation for Goods	T	5210		
5.	Rough working of Material	T	1034		
	Total				