

National Centre for Antarctic & Ocean Research
(Ministry of Earth Sciences, Govt. of India, Headland Sada,
Vasco-da-Gama, Goa-403804

(Contact : Estate Section : Ph – (0832) 2525578, 2525642, email: estate@ncaor.gov.in)

Limited Tender

Tender No: NCAOR/EST/CE/01/18-19

To:

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Sir,

The Director NCAOR, invites Limited Tenders from the eligible contractors for the below mentioned work on a turnkey basis,

Name of the Work : Felling, Cutting & Disposal of standing trees at NCAOR, Goa.

You are requested to quote your best rates & Tenders duly completed in all respect should be dropped in the tender box kept in the office of Estate Section on or before **02.05.2018, 11.00 hrs.** Late tenders will be rejected outright.

Tenders will be opened on the **same date at 11.30 hrs** in presence of the tenderers, if any.

Yours faithfully,

(Estate In-Charge)
For Director, NCAOR

Encl -

- (i) Annexure (i) – Terms & Conditions
- (ii) Annexure (ii) – Particulars of the Tenderer
- (iii) Annexure (iii) – Scope of Work
- (iv) Annexure (iv) - Schedule of Rates (Price Bid)
- (v) Annexure (A) – List of Trees

Terms and Conditions

1. Name of the work : Felling Cutting & Disposal of standing trees at NCAOR, Goa on a turnkey basis. Pl. refer Scope of Work for the details.
2. Time period for completion of work is **30 days** from the date of work order. Time is essence of the contract. The job must be completed within the stipulated time period, otherwise the contract is liable for penalty &/or termination as stipulated in the penalty clause.
3. Entire tender document (Signed and Stamped on all pages) should be submitted in a **Single Sealed cover**, super scribed with Tender number, name of the work, date and time of opening. Tenders will be received upto **11.00 am** on **02.05.2018** and will be opened at **11.30 am on the same date**. Tenders should be dropped in the tender box kept in the Estate section before the closing date and time indicated. If the tender opening day happens to be a holiday then tenders will be opened on the next working day on the same time. In case of submission of tender by post/courier, NCAOR is not responsible for any postal/transit delay. Late tenders will be rejected outright.
4. NCAOR does not bind to accept the lowest or any tender and reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rates quoted.
5. Tender submitted shall remain valid for **90 days** from the date of opening for the purpose of acceptance and award of work. The extension of validity beyond 90 days from the date of opening shall be by mutual consent.
6. The tenderer shall quote RATES both in figures and words. He shall also workout the amount for each item of work and write in figures. On checking if there are differences between the rates quoted by the tenderer in words and figures or in the amount worked out by him, the following procedure shall be followed:
 - i. When there is a difference between the rates in figures and in words, the rates, which correspond to the amounts worked out by the tenderer, shall be taken as correct.
 - ii. When the amount of an item is not worked out by the tenderer or it does not correspond with the rate written either in figure or in words then the rate quoted by the tenderer in words shall be taken as correct.
 - iii. When the rate quoted by the tenderer in figure and in words tallies but the amount is not worked out correctly then the rate quoted by the tenderer shall be taken as correct and not the amount.
7. Before submission of tender, tenderer may inspect the site to acquaint himself about the condition in regard to accessibility of site, nature and extent of ground, working condition of site and locality including stacking of materials, installations of tools and plants etc., conditions affecting movement of labour & machinery etc. required for the satisfactory execution of work. Once the work is awarded no claim or complaint whatsoever on such account shall be entertained by NCAOR under any circumstance.
8. Tenders with conditional prices / discounts will be rejected.
9. **Security Deposit cum Performance Gaurantee (SD)** : The successful bidder should deposit 10% of the total Contract Amount within 3 days from the receipt of Work Order as a Security

deposit cum Performance Guarantee. It is an interest free deposit & will be paid back to the Contractor after successful completion of the awarded work.

10. Successful bidder should commence the work within one week from the date of award of Work Order, failure of which SD will be forfeited.
11. In case, if the Contractor fails to complete the awarded work within the stipulated period, SD shall be forfeited.
12. Except writing rates and amount, the tenderer should not write any conditions or make any changes, additions, alterations and modifications in the Price Schedule of tender.
13. The tender is liable for disqualification, if bidder is found to have mislead or furnished false information in the forms / statements / certificates submitted in proof of qualification requirements or record of performance such as abandoning execution of the works, litigation history &/ or financial failures and or suppression of material facts and information .
14. NCAOR will not provide any physical, mechanical & transport support. The Contractor has to do all logistics arrangement, arrange labourers and machinery on his own cost and risk. It is a sole responsibility of the Contractor to make necessary arrangements for cutting, loading, unloading, transporting etc. No extra amount on this account will be paid by NCAOR.
15. The Contractor should execute the work in such a way that there should not be any damage to NCAOR property, materials, fencing, boundary, electrical installations etc. In case of any damage, the same has to be made good immediately by the Contractor with his own cost.
16. The Contractor needs to take optimum care that NCAOR office & its staff should not be disturbed/obstructed by noise, vehicle movement, broken trees/branches etc. during the execution of work.
17. The cutting, lifting, loading, transportation of the trees has to be carried out during the Office hours and i.e. 10.00AM to 05.00PM on working days only..
18. N.O.C. for felling trees from the Forest department will be obtained by NCAOR however it is a sole responsibility of the Contractor to obtain any other essential permits, kind of clearance, transportation permission etc. from the concerned Departments (Forest, R.T.O. etc.) necessary to execute & complete this work.
19. The cutting of trees etc. shall be done by the Contractor according to the instruction & under the supervision of the Estate officers of NCAOR. The Estate Officers / staff will be free to observe and record any details of trees during cutting / removal.
20. The Contractor will have to take Gate Pass from the Estate Office and submit to the Security Officer at the NCAOR gate before transporting any material out of gate. Without gate pass no materials should be transported out of the office campus.
21. NCAOR will not be responsible for any causality or loss of man or machine during the operation.
22. Watch & Ward: The Contractor if desires can make his own watch and ward arrangements with his own cost for his material/machinery/wood etc. NCAOR will not be responsible for any theft, pilferage or damages by natural calamities.

23. Duties & Taxes: Rates quoted by the contractor shall include excise, other duties, octroi, toll tax, levies, royalties and all other taxes in respect of this contract. GST as applicable is to be stated specifically in the prescribed columns of the price bid. In absence of any such stipulation, it will be presumed that rates quoted are inclusive of GST and no claim whatsoever in this respect will be entertained later.
24. Compliance To Labour Laws :The contractor shall comply with all the provisions of the Minimum Wages Act, 1948. Contract Labour (Regulation and Abolition) Act, 1970 and rules and orders framed there under and other labour laws affecting contract labour and the rules and orders framed there under that may be in force or brought into force from time to time. NCAOR will not take any responsibilities towards any injury or compensation etc.
25. Mode Of Payment: Payment will be released within 30 days upon submission of bill in duplicate after satisfactory completion of the entire work as per the actual work executed on site, as certified by the Estate Engineer after deduction of statutory taxes. No part payment/advance will be made. As per the Govt. of India norms, payment to the Contractors are made online through Public Financial Management System (PFMS). The Contractor should submit his bank & other details in the prescribed format along with the bill.
26. Post Tender Correspondence / Enquiries: Any correspondence or enquiry subsequent to opening of the bids is not desirable, if the same is indulged into, it will be considered for disqualifying the tender. The Tenderer will be required to abstain from pursuing / canvassing the matter, directly or indirectly with any Officers of NCAOR, as otherwise the same would also amount to disqualification of the tender. However, bidder can ask their queries in writing regarding bidding conditions, bidding process prior to the bid opening and/ or rejection of its bid, reason for rejecting a tender after opening of bids.
27. Clarifications From Bidders: To assist the process of examination, evaluation and comparison of bids, the Employer may ask all the bidders or any bidder individually for clarification, if any, of their bids, including breakdown of unit rates and price. The request for clarification and the response should be in writing, but no change in the price or substance of the bid will be sought, offered or permitted, except as required to confirm the correction of arithmetical errors discovered by the Employer in the course of scrutiny.
28. Penalty & Termination of Contract: Time is the essence of the contract. If the contractor fails to maintain the required rate of progress or fails to complete the work and clear the site on or before the date of work completion will be penalized @ 5% of the total Contract Amount per week. If the work completion is delayed more than three weeks after the stipulated completion period, the contract will be terminated without any liability & SD will be forfeited.
29. Settlement Of Disputes/Arbitration: The decision of the Director, NCAOR shall be final and binding for any dispute whatsoever. All questions, disputes or differences whatsoever which may at any time arise between the parties to this contract touching the agreement or subject matter thereof, arising out of or in relation to this contract shall be referred to the decision of the Sole Arbitrator, appointed by the Director of NCAOR and the decision of the said

Arbitrator shall be final and binding upon the parties.

30. Right To Cancel Tender/Work Order/ Force Majeure: In case of strike, accident, natural calamity or any other unforeseen conditions causing stoppage of work, NCAOR reserves the right to cancel and/ or modify the tender / work order without any liability for any compensation and claim.
31. Jurisdiction: All questions, disputes or differences arising out of or in connection with this Tender/Contract, shall be subject to the exclusive jurisdiction of the court under whose jurisdiction the place from which the tender/work order is issued i.e. Goa.

I/ We have read all the Terms and Conditions above carefully and agreed to it and accept it.

Signature of Authorised Signatory:

Date:

Contractor's Round Seal :

Place:

Particulars of The Tenderer

(Providing the following details is mandatory. Enclose it with the tender)

Name of the Contractor : _____

Name of the Firm : _____

Telephone No. (Office) : _____

Telephone No. (Residence) : _____

E-mail ID / website : _____

Permanent office Address : _____

: _____

Residential Address : _____

: _____

Mobile No : _____

*PAN /TAN No. of the Firm : _____

*GST No. : _____

*Trade Registration Licence No. : _____

*(*pl. enclose true copies)*

Signature of Authorised Signatory with Date & Seal :

Scope of Work

The contract is for tree felling, cutting & removal of cut trees at NCAOR. The Contractor will deploy necessary labour, equipment for successful completion of the work. Forest Department has issued No Objection Certificate to NCAOR for felling trees listed in Annexure A. The work consists of following activities.

1. Complete cutting of trees and clearing of the designated area.
2. The removal of all wood including roots, stems, branches, etc.
3. Loading of cut wood into the vehicles, making measurement and submission of measurement report to the institute.
4. Clearing and leveling of land after completion of cutting & removal of entire wood material.

Trees removals:

There are 54 nos. of trees to be cut & each tree is numbered by the Forest Department. No other tree shall be cut or trimmed to facilitate removal. The contractor shall supply a sufficient amount of labour and equipment to remove each tree in sections. The felling of complete tree or any large section of a tree at a time will not be permitted. The contractor must follow procedure as per Goa State Forest Department.

Wood:

The contractor shall be responsible for the complete removal and disposal of all wood. The Contractor should properly store/stack the cut wood at the site. All wood should be disposed of within the contractual period.

Disposal of Debris:

The contractor shall be responsible of disposal of all materials or debris resultant from the work, at his own cost in a manner suggested by NCAOR.

Equipment:

The contractor need to complete the work by using proper mechanical cutting equipments. The Contractor may need to use a mobile crane, excavator, dozer during the work operation. The Contractor should take permission from Engineer In charge before mobilizing crane or other heavy vehicles. Due care should be taken to not to damage electrical cables, lamp posts, water pipe lines, drainage lines.

Incidents:

The Contractor must comply with the Indian Safety standards. The Contractor is solely responsible for all incidents with respect to personal injury, damage to NCAOR infrastructure, public and private property and the environment etc.

SCHEDULE OF RATES (PRICE BID)

Annexure - IV

Sr.	Description	Quantity	Amount (Rs)		
(A)	Felling, cutting & disposal of 54 nos. of trees as detailed in scope of work. (payment to be made by NCAOR to the Contractor)	Lumpsum work			
	<i>(Amount in words) :</i>				
	Other Charges, if any : <i>(Amount in words) :</i>				
	GST% :				
	Total :				
(B)	Purchase of 54 no. of trees as per the Annex 'A' encl. (Payment to be made by the Contractor to NCAOR)	Unit	Quantity	Rate (Rs)	Total (RS)
1	IInd class wood	M ³	0.12		
	<i>(Only Rate in words):</i>				
2	IIIrd class wood	M ³	2.95		
	<i>(Only Rate in words):</i>				
3	Mixed fire wood	M ³	37.6		
	<i>(Only Rate in words):</i>				
4	Other Wood, if any	M ³	Lumpsup		
	<i>(only Amount in words) :</i>				
	Total :				

(C) Net Amount payable to Contractor : A - B = _____

Net amount in words _____

- (i) The amount (A) should be inclusive of all including labour, machinery, equipment, transportation etc.
- (ii) Discount offered if any, should be included in the quoted rates & should not be shown separately.
- (iii) Bidders should quote all items given in the price bid. If all items are not quoted then the bid will be considered as incomplete bid and will be rejected outright.
- (iv) Price Evaluation Criteria-The Lowest Bidder (L1) would be arrived from the (C) above.

Signature of Authorised Signatory with Date & Seal :

DECLARATION

- 1) We have read and understood the terms & conditions of the above mentioned tender and comply to all Terms & Conditions of your Tender. (In case of any deviation the Bidder must attach a separate sheet clearly mentioning the clause no. of the Tender and Deviation thereto)
- 2) We certify that the information mentioned above are true and correct to best of our knowledge.
- 3) In case of receipt of order we assure that the entire work will be satisfactorily completed within the stipulated time.
- 4) We agree to accept payment through Public Financial Management System (**PFMS**).

Place:

Signature of Authorised Signatory :

Date:

Name:

Designation:

Seal:

Valuation of 54 nos. trees of NCAOR, under Chalta no. 2 , P.T sheet no. 25 at Headland Sada.

Sr.	Tree No	Species	Girth in mtrs	Height in mtrs	II nd class Vol in M ³	III rd class Vol in M ³	Firewood in M ³	Remarks
1	1A	Spathodia	1.07	3.00	-	-	1.000	
	B	Spathodia	0.89	2.00	-	-	0.500	
2	2	Spathodia	1.60	3.00	-	-	1.000	
3	3	Jungli	0.50	2.00	-	-	0.300	
4	4	Neem	1.00	3.00	-	-	0.500	
5	5A	Kharvat	0.90	2.00	-	-	0.200	
	B	Kharvat	0.85	2.00	-	-	0.200	
	C	Kharvat	0.73	2.00	-	-	0.300	
6	6A	Spathodia	0.94	3.00	-	-	0.300	
	B	Spathodia	0.90	2.00	-	-	0.300	
	C	Spathodia	0.73	2.00	-	-	0.300	
7	7	Spathodia	2.43	3.00	-	0.873	2.000	
8	8	Spathodia	0.60	2.00	-	-	0.100	
9	9A	Acacia	1.07	3.00	-	0.214	0.300	
	B	Acacia	0.90	2.00	-	0.101	0.100	
10	10A	Badam	0.87	2.00	-	-	0.300	
	B	Badam	0.76	2.00	-	-	0.200	
	C	Badam	0.69	2.00	-	-	0.100	
11	11	Cotton	1.50	3.00	-	0.221	1.000	
12	12A	Raintree	2.00	3.00	-	0.550	2.000	
	B	Raintree	1.70	2.00	-	0.161	1.500	
13	13	Bayo	0.50	2.00	-	-	0.050	
14	14	Jambol	0.70	2.00	-	-	0.100	
15	15	Daman	0.80	3.00	0.120	-	0.300	
16	16A	Tamarind	1.10	2.00	-	-	0.500	
	B	Tamarind	0.86	2.00	-	-	0.100	
17	17A	Charcoal	0.70	2.00	-	-	0.200	
	B	Charcoal	0.60	2.00	-	-	0.200	
18	18	Bhendi	0.55	2.00	-	-	0.200	
19	19	Charcoal	0.99	3.00	-	0.100	1.000	
20	20	Daman	0.42	2.00	-	-	0.050	
21	21	Charcoal	0.4	2.00	-	-	0.050	
22	23	Peltaforum	0.5	2.00	-	-	0.100	
23	24	Gulmohar	1.17	2.00	-	-	0.700	
24	25	Gulmohar	0.98	2.00	-	-	1.000	
25	26	Gulmohar	2.26	3.00	-	-	2.000	
26	27A	Spathodia	1.2	2.00	-	-	0.500	
	B	Spathodia	1.07	2.00	-	-	0.500	
27	28	Peltaforum	0.62	2.00	-	-	0.200	

28	29	Spathodia	0.78	2.00	-	-	0.500	
29	30	Spathodia	0.53	2.00	-	-	0.100	
30	31	subabul	0.52	2.00	-	-	0.050	
31	32	Acacia	1.2	2.00	-	-	0.500	
32	33	Spathodia	0.83	3.00	-	-	0.700	
33	34A	Raintree	1.6	3.00	-	0.310	3.000	
	B	Raintree	1.3	2.00	-	0.111	1.000	
	C	Raintree	1.2	2.00	-	0.108	1.000	
34	35	Gulmochar	2	3.00	-	-	2.000	
35	36	Peltaforum	0.5	2.00	-	-	0.200	
36	37A	Subabul	0.7	2.00	-	-	0.200	
	B	subabul	0.45	2.00	-	-	0.200	
	C	subabul	0.38	2.00	-	-	0.100	
37	38A	Spathodia	1.1	3.00	-	-	0.500	
	B	Spathodia	0.7	2.50	-	-	0.100	
	C	Spathodia	0.6	2.00	-	-	0.100	
38	39	Peltaforum	0.6	2.00	-	-	0.100	
39	40	subabul	0.56	2.00	-	-	0.100	
40	41	Spathodia	0.93	3.00	-	-	0.300	
41	42A	Bayo	0.92	3.00	-	-	0.400	
	B	Bayo	0.9	2.50	-	-	0.200	
42	43	Custard Apple	0.35	2.00	-	-	0.100	
43	44	Chafo	0.38	2.00	-	-	-	
44	45	Chafo	0.5	2.00	-	-	-	
45	46	Cotton	1.4	3.00	-	0.207	2.000	
46	47	Spathodia	0.76	3.00	-	-	0.500	
47	50	Charcoal	1.32	3.00	-	-	1.000	
48	51	subabul	0.7	3.00	-	-	0.500	
49	52	Bor	0.73	2.00	-	-	0.200	
50	53	Tamarind	0.63	2.00	-	-	0.200	
51	54	Tamarind	0.63	2.00	-	-	0.200	
52	55A	subabul	0.73	2.00	-	-	0.500	
	B	subabul	0.48	2.00	-	-	0.200	
53	56A	subabul	0.7	2.00	-	-	0.200	
	B	subabul	0.5	2.00	-	-	0.100	
54	27	subabul	0.78	2.00	-	-	0.300	

IInd Class Daman Volume : 0.120 M³

IIIrd Class Wood Volume : 2.956 M³

Mixed Fire Wood Volume : 37.600 M³

Note : The above measurement & quantities have been measured & quantified by the Forest Dept., Goa and the same will be considered for this tender work.