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(A GOVT. OF INDIA UNDERTAKING VISAKHAPATNAM-530 005-INDIA)
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GENERAL TERMS AND CONDITIONS OF THE TENDERS FOR COMPLIANCE BY SUPPLIERS

1.	MODE OF SUBMISSION OF OFFER.	AS SPECIFIED IN THE TENDER DOCUMENT OFFER IS TO BE SUBMITTED IN TWO BID SYSTEM .IN CASE OF TWO BID SYSTEM EACH OFFER SHALL BE SUBMITTED IN TWO PARTS, VIZ., PART – I – TECHNICAL BID OR UN-PRICED BID WITH ALL TECHNICAL & COMMERCIAL CONDITIONS AND PART – II - PRICE BID. THE TECHNICAL BID & PRICE BID SHALL BE SUBMITTED IN SEPARATE SEALED COVERS SUPERSCRIBING THE ENQUIRY REFERENCE NUMBER, NAME OF THE RESPECTIVE BID AND DUE DATE AND SHALL BE SUBMITTED IN TRIPLICATE. BOTH THE SEALED COVERS CONTAINING TECHNICAL BID AND PRICE BID SHALL BE PUT IN ONE SEALED COVER DULY SUPERSCRIBING THE ENQUIRY REFERENCE NUMBER & DUE DATE AND SHALL BE ADDRESSED TO CHIEF MANAGER (PURCHASE).
1.1		TENDERERS ARE REQUESTED TO GO THROUGH THE ENCLOSED ANNEXURES CAREFULLY AND SUBMIT THEIR OFFERS CLEARLY IN COMPLIANCE WITH TECHNICAL SPECIFICATION AND COMMERCIAL CONDITIONS IN THEIR TECHNICAL PART OF OFFER AND PRICE EXCLUSIVELY IN THEIR PRICE PART OF OFFER.
1.2		THE COMMERCIAL QUESTIONNAIRE SHALL BE DULY FILLED IN AND AGREED TO BY THE BIDDERS IN TOTO BY SIGNING ON EACH PAGE AS A PROOF THAT THE BIDDER HAS ACCEPTED ALL THE PARAS WITHOUT ANY DEVIATION. IF ANY SPECIFIC REJECTION IS THERE, THE SAME IS TO BE MENTIONED CLEARLY.
1.3		IF THE BIDDERS NEED ANY CLARIFICATIONS ON TECHNO-COMMERCIAL POINTS, THEY MAY APPROACH HSL IMMEDIATELY BUT BEFORE SUBMISSION OF THEIR BID WITHIN THE DUE DATE AND ENSURE SUBMISSION OF BIDS AS PER THE TERMS AND CONDITIONS OF THE TENDER.
1.4		TENDERERS ARE REQUESTED TO NOTE THAT PRICE BID SUBMITTED ALONG WITH TECHNICAL BID AGAINST ABOVE TENDER WILL BE TREATED AS FINAL OFFER AND SUPPLEMENTARY BIDS / DISCOUNTS BEFORE OPENING THE ORIGINAL PRICE BIDS SHALL NOT BE ACCEPTED. IN OTHER WORDS, PRICE BIDS SUBMITTED ALONG WITH TECHNICAL BIDS AS ON DUE DATE SHALL ONLY BE CONSIDERED FOR OPENING ON THE SCHEDULED DATE.

1.5		THE PRICES QUOTED SHALL BE MENTIONED BOTH IN FIGURES AND WORDS AND IN CASE OF ANY VARIATION /DISCREPANCY BETWEEN THE FIGURES AND WORDS THE QUOTED RATE IN WORDS SHALL BE CONSIDERED AS FINAL.
1.6		BIDDERS ARE REQUIRED TO QUOTE F.O.R HSL STORES VISAKHAPATNAM.
1.7		IN CASE WHERE PART – I (UN-PRICED) TENDERS ARE OPENED IN THE FIRST INSTANCE AS NOTIFIED IN THE TENDER SCHEDULE, A SEPARATE DATE WILL BE FIXED FOR THE OPENING OF PART – II PRICE BIDS AND THE TENDERERS CONCERNED WILL BE INTIMATED SEPARATELY.
1.8		INSURANCE: GOODS SUPPLIED ON F.O.R. -VSP BASIS INSURANCE SHALL BE COVERED UPTO HSL WARE HOUSE WILL BE AT SUPPLIER'S COST. HOWEVER IN CASE OF GOODS OFFERED ON F.O.R. FORWARDING STATION NECESSARY DESPATCH DETAILS OF GOODS SHALL BE FURNISHED TO THE PURCHASER WELL IN ADVANCE ALONG WITH REQUIRED DOCUMENTS FOR ARRANGING TRANSIT INSURANCE BY THE PURCHASER. ANY LOSS OR DAMAGE OCCURRED AS A RESULT OF THE FAILURE TO CARRY OUT THE ABOVE SHALL BE CHARGED TO THE SUPPLIERS.
1.9	OPENING OF TENDERS:	THE QUOTED TENDERS SHALL BE RECEIVED ON OR BEFORE 1100 HOURS OF THE DUE DATE INDICATED AND THE SAME WILL BE OPENED ON THE SAME DAY AT 1500 HOURS. THEREFORE SUBMIT THE QUOTATION STRICTLY BEFORE THE SAID DUE DATE & TIME.
2.	TECHNICAL SPECIFICATIONS.	AS SPECIFIED IN THE TENDER SCHEDULE / AS PER ENCLOSED TECHNICAL DOCUMENTS TO THE TENDER . OFFERS ARE LIABLE FOR REJECTION FAILING TO COMPLY WITH THE ABOVE.
3	COMMERCIAL QUESTIONNAIRE	THE COMMERCIAL QUESTIONNAIRE AS AT ANNEXURE –V SHALL BE DULY FILLED IN AND SIGNED AND IS TO BE SUBMITTED BY THE SUPPLIER WITH SPECIFIC REFERENCE TO THEIR OFFER ALONG WITH TECHNICAL OFFER:
4.	PERFORMANCE BANK GUARANTEE FORMAT	AS PER THE FORMAT ENCLOSED TO THIS TENDER AT ANNEXURE-VI
5	TRACK RECORD AND FINANCIAL WORTHINESS OF THE BIDDER	BIDDER SHALL INVARIABLY ENCLOSE THEIR TRACK RECORD IN SUPPLYING SIMILAR MATERIALS WHILE CLEARLY MENTIONING THE MANUFACTURE AND MANPOWER FACILITIES AVAILABLE. ALSO BIDDER IS REQUIRED TO ENCLOSE COPY OF THEIR LATEST BALANCE SHEET TO THEIR TECHNO-COMMERCIAL BID TO ASSESS THEIR FINANCIAL WORTHINESS.
6	EARNEST MONEY DEPOSIT(EMD)	1.DD IN RUPEE OR BID BOND IN THE FORM OF BANK GUARANTEE FROM ANY SCHEDULED BANK IN INDIA AS PER THE FORMAT PLACED IN

		<p>HSL WEB SITE FOR THE SPECIFIED AMOUNT AS PER TENDER DOCUMENT TOWARDS EMD DRAWN IN FAVOUR OF HINDUSTAN SHIPYARD LTD SHOULD BE SUBMITTED IN A SEPARATE COVER AND SAME TO BE ATTACHED TO THE TECHNO-COMMERCIAL OFFER. PLEASE REFER TO ANNEXURE-V PLACED IN THE WEB SITE FOR BID BOND FORMAT.</p> <p>2. THE EMD AMOUNT OF THE UNSUCCESSFUL BIDDERS WILL BE REFUNDED AFTER FINALISATION OF THE ORDER FOR SUBJECT MATERIALS.</p> <p>3.PLEASE NOTE THAT OFFERS RECEIVED WITHOUT EMD WILL BE SUMMARILY REJECTED.HOWEVER EMD EXEMPTION WILL BE GIVEN TO THOSE SSI UNITS REGISTERED WITH NSIC.BIDDERS HAVE TO INVARIABLY ENCLOSE A COPY OF THE CERTIFICATE OF REGISTRATION ALONG WITH TECHNICAL BID FAILING WHICH THEIR OFFER WILL BE REJECTED.</p>
7	TENDER FEE (IF APPLICABLE AS PER TENDER)	DD IN RUPEE EQUIVALENT FOR THE SPECIFIED AMOUNT AS PER TENDER DOCUMENT TOWARDS NON-REFUNDABLE TENDER FEE DRAWN IN FAVOUR OF HINDUSTAN SHIPYARD LTD., SHOULD BE SUBMITTED IN A SEPARATE SEALED COVER AND THE SAME TO BE ATTACHED TO THE TECHNO-COMMERCIAL BID.OFFERS ARE LIABLE FOR REJECTION FAILING TO SUBMIT THE ABOVE.
8	RIGHT OF RESERVATION	THE TENDERERS ARE REQUIRED TO NOTE THAT HSL RESERVES THE RIGHT TO IGNORE INCOMPLETE OFFERS AND OFFERS SUBMITTED NOT IN COMPLIANCE WITH THE TENDER REQUIREMENT.
8.1		EACH ITEM OF ENQUIRY SHALL BE TREATED AS A SEPARATE ENQUIRY BY ITSELF AND HINDUSTAN SHIPYARD LIMITED VISAKHAPATNAM (HEREIN AFTER REFERRED TO AS PURCHASERS) RESERVE THEIR RIGHT TO ORDER FOR ONE ITEM OF THE ENQUIRY AT THEIR OPTION. EACH BIDDER IS ALLOWED TO SUBMIT ONLY ONE OFFER.
8.2		HSL RESERVES THE RIGHT TO ACCEPT OR REJECT ANY ONE OR ALL THE OFFERS, IN PART OR IN FULL AND/OR TO DIVIDE THE ORDER AMONG THE TENDERERS, WITHOUT ASSIGNING ANY REASON.
8.3		INCOMPLETE TENDERS AND TENDERS SUBMITTED WITHOUT COMPLYING THE PROCEDURE PRESCRIBED ARE LIABLE FOR REJECTION WITHOUT FURTHER REFERENCE .QUOTATION BY E-MAIL / FAX RECEIVED ON OR BEFORE THE STIPULATED DATE MAY BE CONSIDERED AT THE SOLE DISCRETION OF THE HINDUSTAN SHIPYARD LIMITED.
9	DEPUTATION OF AUTHORISED REPRESENTATIVES FOR TENDER OPENING	ONLY AUTHORISED REPRESENTATIVES OF THE TENDERERS, WHO HAVE SUBMITTED THEIR TENDERS ARE ELIGIBLE TO BE PRESENT WITH NECESSARY AUTHORIZATION LETTER AT THE

		TIME OF OPENING OF TENDERS AND MAY, IF THEY SO DESIRE, NOTE DOWN THE PARTICULARS OF THE OTHER TENDERERS IN THE MANNER DIRECTED BY THE OFFICER PRESIDING OVER THE SAID TENDER OPENING.
10	REJECTION CRITERIA OF THE BIDS:	<p>1. BIDDERS SHALL SUBMIT THEIR OFFER COVERING THE TOTAL TECHNICAL SCOPE OF REQUIREMENT AS PER TENDER SCHEDULE FAILING WHICH THEIR OFFERS ARE LIABLE FOR REJECTION.</p> <p>2. OFFERS NOT COMPLYING WITH TENDER REQUIREMENTS IN RESPECT OF CERTAIN COMMERCIAL TERMS VIZ TENDER FEE, TIME OF DELIVERY I.E SCHEDULE REQUIREMENT OF SUBJECT MATERIAL IN HSL-VISAKHAPATNAM AS PER TENDER, VALIDITY OF OFFER ARE LIABLE FOR REJECTION.</p> <p>3. SUBMISSION OF EMD IS A MANDATORY CONDITION AND OFFERS NOT COMPLYING WITH THIS CONDITION WILL BE SUMMARILY REJECTED.</p>
11	SUPPLEMENTARY BIDS / REVISED BIDS DURING THE CURRENCY OF THE ORIGINAL BIDS	IN EXCEPTIONAL CASES AT THE SOLE DISCRETION OF HSL SUPPLEMENTARY BIDS TO BRING ALL BIDDERS ON PAR MAY BE PERMITTED. FURTHER, IN CASE IT IS INEVITABLE WE MAY OBTAIN THE REVISED PRICE BIDS FROM ONLY THOSE TECHNO-COMMERCIALY ACCEPTABLE BIDDERS WHICH WOULD BE IN ALL FAIRNESS AND EQUITY. THE EXERCISE OF SHORTLISTING OF TECHNO-COMMERCIALY ACCEPTABLE BIDDERS WOULD BE COMPLETED PRIOR TO CALLING OF THE REVISED SUPPLEMENTARY PRICE BIDS.
12	PARTICIPATION IN THE TENDER	IF YOU ARE UNABLE TO PARTICIPATE IN THE TENDER FOR ANY REASON, PLEASE SEND A REGRET LETTER PER RETURN BY E-MAIL/FAX (FAX.NO.0891-2577502) TO THE ATTENTION OF C.M (PURCHASE FOR OUR RECORDS).
13	WARRANTY	THE SUPPLIERS SHALL WARRANT THAT MATERIALS SUPPLIED SHALL BE FREE FROM ALL DEFECTS AND FAULTS IN WORKMANSHIP AND MANUFACTURE AND SHALL BE OF THE HIGHEST GRADE AND CONSISTENT WITH ESTABLISHED AND GENERALLY ACCEPTED STANDARD AND SHALL BE IN FULL CONFORMITY WITH THE SPECIFICATIONS BY PURCHASERS. A CERTIFICATE TO THIS EFFECT FOR THE MUTUALLY AGREED GUARANTEE PERIOD SHALL BE SUBMITTED ALONG WITH OTHER REQUIRED DOCUMENTS.

14	TIME OF DELIVERY	TENDERERS SHALL QUOTE THE EARLIEST POSSIBLE DELIVERY TIME AS REQUIRED IN THE TENDER SCHEDULE. THE TIME FOR AND THE DATE(S) SPECIFIED IN THE TENDER SCHEDULE SHALL BE DEEMED TO BE THE ESSENCE OF THE CONTRACT AND DELIVERY MUST BE COMPLETED NOT LATER THAN THAT THE DATE(S) AS SPECIFIED THEREIN.OFFERS NOT COMPLYING WITH THE REQUIRED TENDER DELIVERY SCHEDULE ARE LIABLE FOR REJECTION.
15	CONFIDENTIALITY	THE TENDERERS /SUPPLIERS SHALL KEEP CONFIDENTIAL ALL MATTERS CONCERNING THIS ENQUIRY / CONTRACT, AND ALSO COMPLY WITH RESPONSIBLE SECURITY REQUIREMENTS ALL DRAWING AND SPECIFICATIONS SUPPLIED BY THE PURCHASERS AND ALL COPIES THEREOF SHALL BE RETURNED TO THE PURCHASERS AFTER THEIR USE IS TERMINATED. IF THE PURCHASERS SO DESIRE IN NO EVENT THE SUPPLIERS SHALL PERMIT PUBLICITY CONCERNING THIS ENQUIRY CONTRACT WITHOUT THE PURCHASERS PRIOR CONSENT.
16	VALIDITY OF OFFER.	THE OFFERS SHOULD BE KEPT FIRM AND VALID FOR 90 DAYS FROM THE DATE OF OPENING OF TENDER AND SAME NEEDS TO BE EXTENDED IF REQUIRED FAILING WHICH OFFERS ARE LIABLE FOR REJECTION.